

Merton Council

Children and Young People

Overview and Scrutiny

Panel



Date: 24 July 2017
 Time: 7.15 pm
 Venue: Committee rooms C, D & E - Merton Civic Centre, London Road, Morden
 SM4 5DX

AGENDA

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1 Apologies for absence	
2 Declarations of pecuniary interest	
3 Minutes of the previous meeting	1 - 10
4 Cabinet Member priorities	
Updates against portfolio priorities will be provided by the Cabinet Member for Education (Councillor Cooper-Marbiah).	
5 Performance update: Education Care and Health Plans (EHCPs)	11 - 16
6 Action plan: routes into employment for vulnerable cohorts task group	
Item withdrawn from agenda.	
7 Final report: rapporteur scrutiny review of user voice	17 - 24
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9 Performance monitoring	29 - 38
10 Department update report	39 - 46
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12 Setting the scrutiny work programme for 2017- 18	59 - 84
<ul style="list-style-type: none"> • Consider the work programme for 2017/18: agree items for inclusion • Consider the scrutiny methods to be used • Identify a lead member for performance monitoring • Identify a lead member for budget scrutiny • Consider the appointment of co-opted members (Panel/task group) • Consider the use of local visits • Identify training/support needs: <ul style="list-style-type: none"> ○ Corporate parenting training 	

- Public health training

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Children and Young People Overview and Scrutiny Panel membership

Councillors:

Dennis Pearce (Chair)
Linda Taylor OBE (Vice-Chair)
Agatha Mary Akyigyina OBE
Pauline Cowper
Charlie Chirico
John Dehaney
Edward Foley
Joan Henry
James Holmes
Jerome Neil

Substitute Members:

Brenda Fraser
Sally Kenny
Michael Bull
Adam Bush
Peter Southgate

Co-opted Representatives

Mansoor Ahmad, Representing Primary Sector
Helen Forbes, Parent Governor Representative - Secondary and Special Sector
Colin Powell, Church of England diocese

Note on declarations of interest

Members are advised to declare any Disclosable Pecuniary Interest in any matter to be considered at the meeting. If a pecuniary interest is declared they should withdraw from the meeting room during the whole of the consideration of that matter and must not participate in any vote on that matter. If members consider they should not participate because of a non-pecuniary interest which may give rise to a perception of bias, they should declare this, withdraw and not participate in consideration of the item. For further advice please speak with the Assistant Director of Corporate Governance.

What is Overview and Scrutiny?

Overview and Scrutiny describes the way Merton's scrutiny councillors hold the Council's Executive (the Cabinet) to account to make sure that they take the right decisions for the Borough. Scrutiny panels also carry out reviews of Council services or issues to identify ways the Council can improve or develop new policy to meet the needs of local people. From May 2008, the Overview & Scrutiny Commission and Panels have been restructured and the Panels renamed to reflect the Local Area Agreement strategic themes.

Scrutiny's work falls into four broad areas:

- ⇒ **Call-in:** If three (non-executive) councillors feel that a decision made by the Cabinet is inappropriate they can 'call the decision in' after it has been made to prevent the decision taking immediate effect. They can then interview the Cabinet Member or Council Officers and make recommendations to the decision-maker suggesting improvements.
- ⇒ **Policy Reviews:** The panels carry out detailed, evidence-based assessments of Council services or issues that affect the lives of local people. At the end of the review the panels issue a report setting out their findings and recommendations for improvement and present it to Cabinet and other partner agencies. During the reviews, panels will gather information, evidence and opinions from Council officers, external bodies and organisations and members of the public to help them understand the key issues relating to the review topic.
- ⇒ **One-Off Reviews:** Panels often want to have a quick, one-off review of a topic and will ask Council officers to come and speak to them about a particular service or issue before making recommendations to the Cabinet.
- ⇒ **Scrutiny of Council Documents:** Panels also examine key Council documents, such as the budget, the Business Plan and the Best Value Performance Plan.

Scrutiny panels need the help of local people, partners and community groups to make sure that Merton delivers effective services. If you think there is something that scrutiny should look at, or have views on current reviews being carried out by scrutiny, let us know.

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Agenda Item 3

All minutes are draft until agreed at the next meeting of the committee/panel. To find out the date of the next meeting please check the calendar of events at your local library or online at www.merton.gov.uk/committee.

CHILDREN AND YOUNG PEOPLE OVERVIEW AND SCRUTINY PANEL

21 MARCH 2017

(7.20 pm - 9.50 pm)

PRESENT: Councillors Dennis Pearce (in the Chair), Linda Taylor OBE, Mike Brunt, Pauline Cowper, Charlie Chirico, Edward Foley, Joan Henry, James Holmes, Jerome Neil and Marsie Skeete

Co-opted Members Mansoor Ahmad and Helen Forbes

ALSO PRESENT: Councillors Caroline Cooper-Marbiah (Cabinet Member for Education) and Katy Neep (Cabinet Member for Children's Services) and officers Paul Angeli (Assistant Director Children's Social Care and Youth Inclusion), Liz Broughton (Head of Access to Resources), Sarah Daly (Head of Service LAC, Permanency & Placements), Steve Langley, Jane McSherry (Assistant Director of Education), Yvette Stanley (Director, Children, Schools & Families Department) and Annette Wiles (Scrutiny Officer)

1 APOLOGIES FOR ABSENCE (Agenda Item 1)

No apologies for absence were received.

2 DECLARATIONS OF PECUNIARY INTEREST (Agenda Item 2)

There were no declarations of pecuniary interest.

3 MINUTES OF THE PREVIOUS MEETING (Agenda Item 3)

The minutes of the previous meeting were accepted as a true and accurate record.

There was one matter arising: the Chair reported that the report of the *Routes into Employment for Vulnerable Cohorts Task Group* was accepted by Cabinet at its meeting on 20 March 2017. The Panel will therefore receive an action plan for the implementation of the recommendations contained in the report.

4 RESPONSIBLE CABINET MEMBER REVIEW (Agenda Item 4)

The Cabinet Member for Education, (Councillor Cooper-Marbiah), highlighted the following in her report to the Panel:

- National funding formula: proposed by Government, this will possibly result in reduced funding for 10 Merton schools. Other schools will receive a small gain in funding but this will not prevent them from struggling financially (due to rising costs). Letters have been sent to all Merton schools so that they are aware of the impact of these changes.
- Aragon Primary School: is joining Glenthorne Academy in Sutton. The Council stated its position on wanting the school to remain in its family of schools and why

they think a MAT with Glenthorne is not in the best interest of local children. However, Aragon is now formalising its relationship with the academy trust;

- School expansion programme: now that the expansion of Dundonald has been finished, the expansion programme of Merton's primary schools is complete. The expansion of Merton's secondary schools has commenced with Harris Merton and the proposal for the new academy is out for consultation. In addition there are expansion plans for Cricket Green and Perseid Upper School;
- Harris Wimbledon consultation on admissions policy: this closes on 31 March 2017 and all are encouraged to participate. Officers were thanked for their work in raising awareness of the consultation amongst residents. Noted that several meetings had taken place and that the Councillor had attended including a meeting with residents in Colliers Wood which was well attended with much excitement expressed about the forthcoming secondary school and parents keen to ensure access for their children through the admission policy; and
- Secondary school places: all applications for secondary school places in Merton received an offer demonstrating school place projections were accurate. Officers were commended for their work.

In response to member questions, the Cabinet Member clarified:

- Arguments were made to encourage Aragon to remain in the Merton family of schools. Consultation with other heads has garnered very positive feedback about the school improvement support offered by the Council; and
- Harris Wimbledon will be built on Council purchased land and the Council owned High Path Resource Centre. In addition, a shared games area will be built partially on a small area of the Merton Abbey Primary School playing field. The use of this is being agreed in consultation with both schools.

The Cabinet Member for Children's Services, (Councillor Neep), highlighted the following in her report to the Panel:

- Social Work Day: highlighted that the meeting was happening on the national day of recognition for social workers. Thanks were given to all social workers;
- Child Sexual Exploitation Week: the Council worked with an extensive network of partners to provide a week long awareness raising event that featured a range of speakers covering subjects from gangs to online safety. Highlighted the work of the Breck Foundation which is working to raise awareness that it isn't just vulnerable but all children that are at risk online. Noted that this learning is being applied to universal services; and
- Merton Safeguarding Children Board Away Day: this had just happened and focused on current key priorities of early help, think family and adolescence services, all underpinned by the cross cutting issue of neglect. Noted that support is need from across the Council, from all departments, to get it right for all three areas. Called on the Panel to consider looking at these areas in partnership with other scrutiny Panels and Council departments.

In response to member questions, the Cabinet Member clarified her top areas of focus:

- providing support for young people transitioning into adulthood and adult services,
- access to mental health services (specifically helping parents and carers accessing this where needed),
- ensuring that young people are helping to shape services and that these aren't determined by adults and imposed on young people; and
- crucially ensuring that the young people the Council is progressing to independence have access to housing.

5 UPDATE REPORT: CORPORATE PARENTING (Agenda Item 5)

Paul Angeli, Assistant Director of Children, Schools and Families, introduced the item based on the information available in the officer's report and highlighted the following:

- Performance indicators for the service are subject to scrutiny by Ofsted;
- The number of looked after children in Merton has been around 150 – 160 for some time. This is small compared to other local authorities (the second lowest in London);
- Currently, there are 16 unaccompanied children in the Council's care. However, flagged this is likely to rise to 32 during the next year;
- The performance of the service has been improving over the last 2/3 years. This is demonstrated by:
 - Care proceedings being predicted to fall to 26 weeks (down from 60 weeks).
 - Older children, those who are disabled and with complex needs are being adopted.
 - There are good health outcomes in Merton for looked after children (excluding immunisation).
 - The falling number of looked after children and care leavers that are Not in Education, Employment or Training (NEET) population.
 - The work on-going to address youth offending, substance abuse and child sexual exploitation.
 - Improvements in user voice/participation which is being supported by a new dedicated officer.
 - Placement stability being good especially for those in care for more than two years.
- Legislation is currently going through Parliament (Children and Social Work Bill) which will make councils responsible for children in care up until the age of 25.

In response to member questions, officers clarified:

- More detail on the bill extending responsibility for looked after children up to the age of 25 is needed. The requirements for the local offer are not known but it is assumed this will be about offering information, advice and guidance rather than there being any expectation of continuing financial and/or housing support after 21 years;

- There is no expectation for adoptions to be made in borough. In fact, there may be good reasons for adoptions to not be local. The authority's duty is to ensure that adoptive matches are appropriate. Getting these right has sometimes allowed the Council to subsequently place siblings with the same family and also to avoid adoption breakdown;
- The graph (3.8) on page 15 shows the average time taken between the Council receiving court authority to place a child and this placement happening with an adoptive family. It was noted that this time period has fallen considerably over the last three years although it was also noted the impact proceedings being contested can have on the time taken;
- Service priorities for this year are:
 - Improving the quality and value for money of placements. This includes training staff to be confident in challenging placement providers if care needs are not being met;
 - Integrating the Signs of Safety approach to all areas of service practice;
 - Developing the Care Leavers Hub in partnership with a range of providers to ensure care leavers have access to a range of information, advice and support.
- The service plan contains hard and soft performance measures for all areas of service development with a focus on stretch to achieve the difference between a good and outstanding service. For example, the success of the Care Leavers Hub will be judged by the number of partners involved in supporting provision and the usage the Hub receives. It will also be evaluated through the care leavers survey;
- A service has been commissioned to provide a robust offer to missing children. This focuses on the quality of the return home interview and thereafter weekly meetings to ensure understanding of why a child went missing and reintegration back into the family. The focus is on not giving up and the Council continuing to offer support over an extended period. The Council is also working closely with the police given the link between a child being missing and child sexual exploitation;
- There is an on-going focus on stability of placements although it was noted Merton's smaller cohorts will mean any placement changes will have a disproportionate impact on this performance measure. Placement planning meetings are held to ensure placement decisions are being made correctly. Reasons for placement breakdown are scrutinised and it was noted there has been a recent increase in stability demonstrating the effect of these measures. Older adolescents are at risk of exploitation, going missing or youth offending if placements breakdown. Therefore, 12 week placement assessments are being used to undertaken longer term placement planning. This is reflected in the figures as it is also counted as a placement;
- Immunisation performance is affected by unaccompanied children who are older (16+) and who are choosing not to take up the opportunity for immunisations. LAC health visitors are taking a proactive approach, visiting these young people to discuss and highlight the benefits of immunisation. In contrast, take-up of health and dentist appointments is good;
- The average age of unaccompanied children coming into the authority's care is 16 – 17 years although there has been one aged 12 years;

- The *Staying Put* policy that enables children in care to remain with foster carers is having some effect on provision of foster placements but the time that children in care remain in their placement under this provision is typically fairly short; and
- There has been a dip in the number of unaccompanied young people in the borough, mainly due to young people becoming 18 and transitioning to our care leaver service where numbers continue to rise. There is occasionally also a deportation. Where this happens or is at risk of happening, the authority works hard to support the young person involved. This may involve legal support through to ensuring they are in touch with family or friends, have their papers and some financial support if they return home. It was noted that councils are being asked to meet more of the financial burden involved in this support.

6 UPDATE REPORT: LOOKED AFTER CHILDREN AND CARE LEAVERS SUFFICIENCY STRATEGY (Agenda Item 6)

Liz Broughton, Head of Access to Resources, introduced the item based on the information available in the officer's report and highlighted the following:

- It is the Council's duty to provide sufficient placements for all children and young people in its care. The resulting sufficiency strategy is based on a needs analysis and service review. In total, 410 places were provided in 2015/16 for 273 children;
- Foster carer provision is increasing. The Council is also working with its existing foster carers to increase their skills;
- The Council is providing an increasing number of supported lodging places with a residential placement panel working to ensure appropriate use of this provision; and
- Work is on-going to develop semi-independent housing. This isn't regulated and therefore is a focus of quality assurance visits, in which young people themselves are getting involved. Additionally, the Council is ensuring that this is delivered by known providers.

In response to member questions, officers clarified:

- The recorded increase in use of children's homes is partly driven by a change in Ofsted registration requirements for residential schools. Also, this is due to the Council using assessment placements;
- The provision of 410 placements for 273 children reflects that some will use more than one placement in the year;
- When determining an appropriate placement for a child with SEN needs and/or an Education, Health and Care Plan (EHCP), priority is on care needs with access to appropriate education placed around this. Additional support is provided through the Virtual School;
- Care placements are supported with wider support packages; services are nested around looked after children. The emphasis is on placement within 20 miles of Merton in order that this can be achieved successfully;

- Merton can and has successfully attracted new foster carers including those from the independent fostering sector. These are an important addition to Merton's foster carers because they come with valuable prior experience. This has been achieved by the authority having a good reputation for the support it offers its foster carers. This reputation is supported through word of mouth recommendations. Engagement with new foster carers through faith and the LBGT communities has been successful;
- Merton has been successful in securing foster cares for children and young people with SEND needs despite the difficulties involved;
- Decisions about progressing young people to semi-independent living reflect the duty on parents to progress their children to full independence. Determining whether or not a young person is ready for this will depend on individual children and their needs. This is reflected in individual pathway plans. The growing number of care leavers means that there is pressure on provision of appropriate semi-independent living placements; and
- To reflect the changing demographics of Merton's looked after children population, there is a focus on recruiting foster carers who can provide placements for older children. This recruitment campaign is targeted at professionals who may have experience that will make them more qualified for this older age group (for example, the police, prison service and NHS workers). Specific materials are also being developed to support those fostering teenagers. Services are also being commissioned to prevent placement breakdown and provide these foster carers with additional support.

7 PERFORMANCE MONITORING (Agenda Item 7)

Councillor Brunt, the performance lead for the Panel focused on a number of indicators to which officers provided the following clarification:

- Indicator 3 - % of Education, Health and Care Plans (EHCPs) issued within statutory 20 week timescale: although only 20% were completed within the 20 week timescale this increased to 30% by 21 weeks, 46% by 23 weeks and 69% in 26 weeks which was the previous statutory timescale for completion. There has been a significant rise in the number of EHCPs issued; up from 110 in 2015 to 184 in 2016. Additionally, there is pressure from the transfer of statements to EHCPs. In 2015, 190 were transferred which increased to 301 in 2016. Forty eight percent of the transfers were completed by January 2017 with 46% of these completed in 20 weeks;
- Indicator 8 - % of quorate attendance at child protection conferences: this figure has been updated since the last meeting and is now accurate and provides a better picture than previously. However, it was noted that performance is still considerably below that achieved at the same point last year. This has been scrutinised by officers and it has been established that this has been caused by two factors: 1) non-attendance of school nurses and 2) inconsistency of recording by conference chairs. Attendance of school nurses has been addressed through Central London Community Healthcare Trust (CLCH) and attendance has already increased. Chairs have also received training to ensure reporting is consistent;

- Indicator 15 – average number of weeks taken to complete care proceedings against a national target of 26 weeks: this is being reported as above the national target but is projected to fall again to 25 weeks;
- Indicator 18 – stability of placements of Looked After Children: figures show a fall in placement stability. Members were reminded that smaller cohort size means any change will have a disproportionate impact on performance measures. However, officers are also looking at this in detail with an analysis due to be presented to the Department Management Team later in the week. **Action:** for officers to update members of any significant factors;
- Indicator 29/30 – surplus school places: acknowledged officers have responded to the request to keep members updated on surplus school place in year; and
- Indicator 33b - % of CYP (16 – 17 yr olds) not in education, employment or training: the fall has been achieved by decreasing the number of young people for which their status is unknown. This has resulted from this being a major focus of activity.

Councillor Holmes commended Councillor Brunt on the role he has played as performance lead for the Panel during the municipal year and for having built his knowledge and understanding of the data to effectively scrutinise the Department's performance.

8 DEPARTMENT UPDATE REPORT (Agenda Item 8)

Officers updated members informing them that St Theresa's and William Morris primary schools mentioned in the report as having been inspected have both received good judgments from Ofsted. Also, that a further four primaries in the borough were inspected last week and a further one this week. Judgements are awaited.

Members robustly questioned officers on why they hadn't previously been informed in advance of the decision to relinquish the Ofsted registration for overnight respite care at Brightwell Short Break Children's Home. Officers explained that this decision was due to operational issues which hadn't been foreseeable and which required urgent action. Officers advised members of the consultation with service users and their families regarding alternatives including commissioned alternative overnight respite and additional day and early evening provision at Brightwell.

In response to member questions regarding the relocation of the Children's Centre, officers noted that this has been subject to extensive consultation and long term planning mitigating any negative effect.

9 RAPPORTEUR SCRUTINY REVIEW OF USER VOICE: UPDATE (Agenda Item 9)

Councillor Neil reported back on the progress of his review and noted that he would provide a written report structured around the terms of reference for the Panel's June meeting. He highlighted that he has met with and is being supported in his review by

Stuart Barker, the relatively newly appointed participation manager. Also, that he has recently attended a meeting of the *Children in Care Council* which he found very informative. He noted that whilst participants are currently paid to take part (to incentivise as well as cover the costs of participation), there is currently a proposal to accredit this participation.

The Councillor reported to the Panel that the *Children in Care Council* is a place of innovation, with members having lots of ideas and views on children's services. Although he noted that there is a divergence of views amongst members. Also, that the level of participation by individual members of the council is variable and clearly dependent on confidence which at the session he visited could have been affected by there being a number of professionals present. He noted a scheme that has been explored by Leicester Council where Councillors are matched with individual looked after children and remotely shadow their progress. All information is anonymised and Councillors never meet looked after children in person. However, this remote shadowing is used to give Councillors a much better understanding of the issues faced by looked after children and the services supporting them.

Members welcomed the Councillor's update and he reported how much he is enjoying undertaking the review.

10 SCRUTINY TOPIC SUGGESTIONS (Agenda Item 10)

RESOLVED: for the Department's EHCP performance to be subject to a deep dive at the Panel's June meeting.

The Chair thanked officers and Panel members for their hard work and support during the year whilst Panel members thank the Chair for all his efforts.

11 CARE LEAVERS AND YOUNG PEOPLE ACCOMMODATION (Agenda Item 11)

Steve Langley, Head of Housing Need and Strategy, introduced the item based on the information available in the officer's report and highlighted the following:

- There are limited vacancies available for Merton's care leavers. Fifteen are allocated every calendar year. Nominations are made by the Children, Schools and Families Department based on its assessment of readiness for independent living. Nineteen young people have been nominated so far this year with 15 placements already successful filled;
- Merton places no 16 – 17 year olds in bed and breakfast accommodation;
- The Community & Housing and Children, Schools & Families Departments are working together daily to provide for young people coming out of care. This provides robustness and challenge;
- A Private Members Bill is currently going through Parliament focused on Homelessness Reduction. This will place additional duties on local housing authorities to provide accommodation for homeless families and young people facing challenges living at home; and

- The challenges currently facing provision of accommodation for care leavers include:
 - A shortage of supply. Officers are currently considering options to maintain alternative arrangements if our access to social housing supply runs out. This includes exploring the role of the private rented sector to provide accommodation for care leavers; and
 - The housing team receives a high number of personal representations but the authority still has the lowest number of homeless households and where reasonable, provides accommodation within borough.

In response to member questions, officers clarified:

- Existing housing provision isn't sufficient given current and growing numbers of care leavers. Housing needs have been mapped across the Children, Schools and Families Department and the probation service. This has highlighted the need to work with the Community & Housing Department and *futureMerton* to explore how to generate supply including options such as reconfiguring existing stock and larger shared accommodation;
- Acknowledged that housing provision for care leavers is now all taken for this calendar year and that there are four young people currently awaiting a housing offer in alternative provision; and
- Whilst there is acceptance of needing to look at a wider range of housing options, including private rented, it was emphasised that the housing offer must reflect the needs of individual young people. The over-representation of mental health issues, youth offending and homelessness amongst the care leaver population was highlighted.

Councillor Neil reported that he had recently met with the *Children in Care Council* and had discussed accommodation. It had been suggested to him by a care leaver that part of the Council's support for progression into independence should be to facilitate a savings scheme during semi-independent living. This could be used to provide budgeting experience and build up a financial buffer to allow a step into the private rented sector. **Action:** Paul Angeli noted this for discussion at the Corporate Parenting Panel.

RESOLVED: For the Panel to consider accommodation for care leavers in partnership with the Sustainable Communities Panel supported by officers from the Children, Schools & Families, Community & Housing and Environment & Regeneration Departments either as a deep dive session at a Panel meeting or through a task group. Panel members also thanked officers for their support of this item.

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Committee: OVERVIEW AND SCRUTINY PANEL

Date: 24 July 2017

Wards: All

Subject: Education Health and Care Plan Performance Update

Lead officer: Yvette Stanley, Director of Children, Schools and Families Department

Lead members: Cllr Katy Neep, Cabinet Member for Children Services

Contact officer: Jane McSherry, Assistant Director for Education

Recommendations:

A Members of the Panel to discuss and comment on the contents of the report.

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

1.1. The report provides members of the Panel with information on Education Health and Care Planning processes and performance. It also provides the Panel with background information around the resident population and increase in demand for statutory assessments.

2. DETAILS

RESIDENT POPULATION WITH A STATUTORY ASSESSMENT FOR SPECIAL EDUCATIONAL NEEDS

- 2.1 The resident population with a statutory assessment for special educational needs (a Statement of SEN or Education Health and Care Plan (EHCP)) has increased by 16% between 2012 and 2016 (1078 children and young people in 2016). Over the same 5 year period, the Merton resident population (0-18) has grown by 2%, whilst the Merton resident population (0-25) has decreased by 2%. Over the last 5 years, the increased number of the resident population with a statutory assessment for special educational needs can be attributed to a higher volume of cases at primary and post-16 phases, whilst the secondary population has remained the same. The number of post-16 cases has nearly doubled since 2012. This could be linked to the changes implemented following the Children and Families Act 2014 in which the Statement of SEN for 0 -18 year olds was replaced with Education Health and Care Plans for 0 – 25 year olds.
- 2.2 The majority of Merton resident children and young people with a statutory assessment for special educational needs start their Statement of SEN or EHCP between the ages of 3 and 6 (56% of cohort; 601 children as at January 2016).
- 2.3 Three-quarters of Merton resident children and young people with a statutory assessment for special educational needs are male (74% of cohort as at January 2016). Over the last five years, the number of males with a Statement of SEN or EHCP has grown at a faster rate than their female equivalent. Although the number of White British children and young people within the SEND population has increased slightly over the last five years, a greater number of children and young people from Black and Minority Ethnic backgrounds have a SEN Statement or EHCP.

- 2.4 ASD (Autistic Spectrum Disorder), SLCN (Speech, Language and Communication Needs (SLCN) and Moderate Learning Difficulties (MLD) are the most prevalent primary needs amongst Merton resident children and young people with a statutory assessment for special educational needs. Growth has been most pronounced for ASD (52 percentage point increase over the last 5 years).
- 2.5 The majority of Merton resident children and young people with a statutory assessment for special educational needs attend mainstream schools or state funded special schools. However over the last five years there has been an increase in the use of independent provision. Over the last five years, the proportion of Merton resident children and young people with a statutory assessment for special educational needs attending provision within Merton Borough boundaries has remained stable (74-76% of cohort attending Merton provisions). Whilst most mainstream school, Special School and ARP provision for resident children and young people with a statutory assessment for special educational needs is located in Merton, the majority of independent/non-maintained provision is situated out of borough. There has been a 9% proportional increase in the number of Merton resident children and young people with a statutory assessment for special educational needs travelling 2.5 miles or further for a day use school placement over the last five years.
- 2.6 The number of residential placements used for Merton resident children and young people with a statutory assessment for special educational needs has nearly halved over the last five years. The vast majority of placements are for day usage only.

EDUCATION, HEALTH & CARE (EHC) ASSESSMENT & PLANNING

- 2.7 From September 2014 Merton has implemented the new statutory 20 week pathway for Education Health and Care (EHC) assessments and plans as stipulated in the Children & Families Act 2014. Multiple partner agencies contributed towards the development of the pathway and the current EHC plan. In addition to the local authority staff engaged in EHC planning, commissioners agreed that co-located health staff would join the EHC planning team in the Special Educational Needs and Disabilities Integrated Service (SENDIS) and the team is now fully recruited and embedded.

EHCP PROCESS FOR NEW REFERRALS

- 2.8 When a referral is received into the service the 20 week statutory process immediately starts. The referral is processed in line with the SEN Code of Practice. Statutory professionals are advised of the referral and depending on the referrer either the school or the parent/carer is written to, to give them an opportunity to provide any further evidence before it goes to the first Assessment Panel. All referrals will go to Assessment Panel within six weeks of the referral being received. The Assessment Panel will either agree a yes or no to assess. A "yes to assess" will pass to the allocated Senior Case Officer to process. A "No to Assess" will pass to the Early Intervention Team who will make contact with the parent/carer to explain the decision and possible signposting/options. This is followed up by written confirmation. Information about reasons for 'no to assess' are also discussed through the SENCo Forum and used as a training tool. Work is on-going to support schools and families making a referral for an assessment for an EHCP to include relevant information of the appropriate quality. This will reduce the need for re-referrals.
- 2.9 SENDIS processes and procedures are currently being streamlined and new paperwork/referral packs are being developed to assist with meeting the increasing demands on the team. The administrator in the health team is responsible for checking

Health databases to establish if the child/new referral is known to NHS health services and if known which professionals are involved so that they can be targeted with the requests to provide reports. This is helping to speed up the process which is currently, in many cases, being delayed and contributing to assessments taking in excess of 20 weeks.

- 2.10 All pupils now have electronic files which can be accessed by all members of the team. This system is being added to gradually as paper files are scanned and added to the system, but all electronic documents now received into the department are automatically added to the online files. This has enabled a more flexible working pattern and allowed people to complete work in a variety of locations.
- 2.11 Merton is committed to working within a person centered framework and the co-producing EHCPs with parents to produce robust, holistic assessments. This process can be time consuming but the positive aspect of this decision is apparent through the reputation the team is building for itself in the wider community and through very low incidents of cases going to tribunal.

TRIBUNAL YEAR	TOTAL NUMBER OF APPEALS	TOTAL NUMBER OF APPEALS YET TO BE HEARD
2012/2013	29	
2013/2014	25	
2014/2015	17	
2015/2016	14	
2016/2017	10	5

Breakdown of New Referrals for an Assessment for an Education, Health and Care Plan by Academic Year

Academic Year	No. of Referrals Received	+/- on Previous Year
2014/2015	169	
2015/2016	220	+51
2016/ June 2017	249	+29 (YTD)

- 2.12 New referrals are continuing to increase and there has been a significant increase since February 2017. There are currently new 160 cases within the system including those from referrals to finalisation of a Plan. The table below shows the volume of referrals by month for this academic year and the percentage of referrals which go onto a full assessment process.

Number of referrals for an assessment for an Education, Health and Care Plan received September 2016 – June 2017

	No. of Referrals	No. of Referrals where decision was "No to Assess for ECHP"	No. of Referrals where decision was "Agreed to Assess for an EHCP"	Percentage of Referrals where decision was No to Assess
Sep-16	6	2	4	33%
Oct-16	18	1	17	6%
Nov-16	17	1	16	6%
Dec-16	26	5	21	19%
Jan-17	18	8	10	44%
Feb-17	25	6	19	24%
Mar-17	39	9	30	23%
Apr-17	25	3	22	12%
May-17	46	3	43	7%
Jun-17	29	2	27	7%
TOTAL	249	40	209	16%

Timescales of EHCP Plans from referral to finalisation September 2016 - June 2017

	No. of Plans Finalised within 20 weeks	No. of Plans Finalised 21-26 weeks	No. of Plans Finalised over 26 weeks	Total No. of Plans	% of Plans Finalised within 20 weeks	% of Plans Finalised 21-26 weeks	% of Plans Finalised over 26 weeks
Sep-16	4	11	12	27	15%	41%	44%
Oct-16	1	9	7	17	6%	53%	41%
Nov-16	1	6	5	12	8%	50%	42%
Dec-16	2	9	8	19	10%	47%	44%
Jan-17	1	4	11	16	6%	25%	69%
Feb-17	3	3	9	15	20%	20%	60%
Mar-17	2	2	9	13	15%	15%	69%
Apr-17	6	7	2	15	40%	47%	13%
May-17	10	1	5	16	63%	6%	31%
Jun-17	7	3	8	18	39%	17%	44%
TOTAL	37	55	76	168	22%	33%	45%

2.13 During the financial year 2016/17 19% of new requests for EHC plans were completed within 20 weeks, this is below the national benchmark. 50% of plans, however, were completed within 21-26 weeks. Since April 2017 to the end of June 2017 our year to date completion rate within 20 weeks has increased significantly to 47%, 20% higher than the same time last year. We have seen a significant increase in new requests for EHCPs, alongside an ongoing challenging agenda, set by central government, to transfer all existing Statements of Special Educational Needs to Education Health and Care Plans (EHCPs) by March 2018. In response to the demand issues we are using

SEN Implementation Grant to increase the capacity within the SEND team, reconfiguring roles and streamlining business processes to enable improved performance and recruiting additional staff.

- 2.14 The above table breaks down the timescales for the completion of EHCPs by the number of weeks. During this academic year 55% of all EHCPs have been completed within 26 weeks.

TRANSFERS FROM STATEMENTS TO EHCPs 2014 – June 2017

- 2.15 The breakdown of timeframes in transferring Statements to EHCPs is set out below:

	No. of Plans Finalised within 20 weeks	No. of Plans Finalised 21-26 weeks	No. of Plans Finalised over 26 weeks	Total No. of Plans	% of Plans Finalised within 20 weeks	% of Plans Finalised 21-26 weeks	% of Plans Finalised over 26 weeks
Sept 2014 – August 2016	118	27	23	168	70%	16%	14%
Sept 2015 – August 2016	135	45	25	205	66%	22%	12%
September 2016 – June 2017	170	62	44	276	62%	22%	16%

- 2.16 The above table highlights that during the period 2014 – June 2017 there has been a significant focus on transferring Statements to an EHCP. There are currently 347 Statements left that are currently in the process of a transfer to an EHCP and these must be completed 31st March 2018. The DfE have stated that there will not be an extension given to any Local Authority beyond this timeframe to transfer Statements. We are on target to meet this timeframe and Merton is currently performing well, ranked 8th in London. The DfE have expressed a positive interest in Merton's performance in delivering to the statutory transfer timeframe against a context of other local authorities across the country reporting that they will not meet the deadline.
- 2.17 649 Statements have been transferred since 2014.
- 2.18 We have recently agreed with schools that we will only attend Year 5 and Year 11 reviews to start the transfer process to try and reduce the pressure on the system. The paperwork and reports will then be returned to the Local Authority who will draft the draft transfer plan and consult with parents as outlined in the SEN Code of Practice.
- 3. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT – NONE**
- 4. BACKGROUND PAPERS - NONE**

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Committee: Children and Young People Overview and Scrutiny Panel

Date: 24 July 2017

Wards: All

Subject: User voice rapporteur scrutiny review

Lead officer: Annette Wiles, Scrutiny Officer

Lead member: Cllr Jerome Neil, member of the Children and Young People Overview and Scrutiny Panel

Contact Officer: Annette Wiles (annette.wiles@merton.gov.uk/020 8545 4035)

Recommendations:

- A. That Children and Young People Overview and Scrutiny Panel (CYP) examine the implications of the Staying Put policy increasing the cohort of LAC for which the council is responsible and its effects on participation within the borough;
- B. That a working group – perhaps with the involvement of the CiCC – be set up to consider the viability of introducing a “Mentor/Champion Scheme for Looked After Children” as considered by Leicester City Council;
- C. That CYP ask the CSF Department to continue to monitor its use of feedback loops and report on this at regular intervals through the department update report during this municipal year; and
- D. That CYP examine how best to engage the LAC and care leaver cohort in its work.

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To present the rapporteur scrutiny review of user voice to the Children and Young People Overview and Scrutiny Panel for endorsement and to consider how best to progress the recommendations made (including a possible reference to Cabinet)..

2. DETAILS

- 2.1 The Children and Young People Overview and The Panel recognised that children and young people are at the heart of the services it scrutinises. In order to carry out effective scrutiny, it was recommended that the Panel undertake a rapporteur scrutiny review to help members understand how children and young people influence policy and frontline practice.
- 2.2 In order to be effective, the Panel recommended that the review focus on the voice of looked after children and young people.
- 2.3 The terms of reference for the rapporteur scrutiny review were agreed as follows by the Panel:
 - To understand how looked after children are supported to express their wishes and feelings;

- To understand what systems are in place to ensure looked after children are able to participate in decisions about their lives;
- To understand how looked after children have a voice in the review and development of the arrangements that affect their lives; and
- To understand how the Panel might routinely hear the views of looked after children to support it in conducting effective scrutiny.

2.4 The report of the rapporteur scrutiny review of user voice is attached at Appendix 1.

3. ALTERNATIVE OPTIONS

3.1.1. The Children and Young People Overview and Scrutiny Panel can select topics for scrutiny review and for other scrutiny work as it sees fit, taking into account views and suggestions from officers, partner organisations and the public.

4. CONSULTATION UNDERTAKEN OR PROPOSED

4.1 In carrying out its review, Councillor conducting the review questioned council officers, heads of service and assistant directors as well as consulting with the Children in Care Council, the special interest group for children in and leaving care.

4.2 The report at Appendix 1 details all those who have been consulted and provides detailed feedback on the information gathered.

5. TIMETABLE

5.1 This rapporteur scrutiny review was established by the Council's Children and Young People Overview and Scrutiny Panel and so this report will be presented to its meeting on 24 July 2017 for discussion and comment of the recommendations by the Panel.

6. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

6.1 None for the purposes of this covering report. Any specific resource implications as a result of the recommendations will be identified if these are endorsed by the Panel.

7. LEGAL AND STATUTORY IMPLICATIONS

7.1 None for the purposes of this report.

8. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

8.1 It is a fundamental aim of the scrutiny process to ensure that there is full and equal access to the democratic process through public involvement and engaging with local partners in scrutiny reviews. Furthermore, the outcomes of reviews are intended to broadly benefit all sections of the local community.

9. CRIME AND DISORDER IMPLICATIONS

9.1 None for the purposes of this report.

10. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

10.1 None for the purposes of this report.

11. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

11.1 Appendix 1 – the report of the rapporteur scrutiny review of user voice

12. BACKGROUND PAPERS

12.1.1. None for the purposes of this report.

Appendix 1

The report of the rapporteur scrutiny review of user voice

Meeting with CSF head of commissioning, strategy and performance – Paul Ballatt

On **16th January 2017**, Annette Wiles (Scrutiny Officer) and I met with the **Children, Schools and Families** (CSF) department's then-head of commissioning, strategy and performance **Paul Ballatt** to discuss the terms of reference of my review and to hear his thoughts on participation in the borough, particularly among looked after the children. Prior to the meeting, Annette placed a draft copy of the terms of reference of the review, to which Paul agreed.

Paul expressed a great deal of confidence in participation in the borough and CSF's participation team. He specified that the council provides a diverse offering in regards to participation, via the Youth Parliament, the Children in Care Council, Young inspectors, the Your Shout group for learning disabled young people, and school councils. **There was, however, a lack of information as to the quantitative impact of such participation.**

"Feedback loops" were highlighted as another potential area where improvement could be made. This is not an issue unique to Merton. It is, Paul specified, an area where many local authorities are seeking improvement. There was a feeling again, that while Merton's participation offer was diverse, **the feedback that was received from LAC was too often lost in the system or the impression had been created that it was not acted upon.** More transparency as to what happened to the feedback of LAC was needed.

Meeting with CSF participation managers – Stuart Barker and Chelsea Renehan

On **8th March 2017**, along with Annette, I met with **Chelsea Renehan** and **Stuart Barker** – two of the council's participation manager in the CSF department – to discuss their experience

At this meeting Chelsea and Stuart spoke frankly about the pressure that cuts to local government funding were having on the council's ability to engage with young people in the borough, especially vulnerable young people, and the multiplier effect of these cuts given the cohort of LAC is set to grow as a result of the **Staying Put** policy.

They reiterated Paul's concerns regarding feedback loops – specifying that, in their experience, young people engaged in council services by and large understood the financial pressure that local government is under and therefore understood it was not able to do everything they would like. **It was when young people were asked their opinion and given assurances that those opinions would be acted on and nothing came of it that frustration arose.**

On the suggestion of having LAC attend scrutiny meetings, Stuart and Chelsea shared Paul's concerns regarding tokenism. **Inviting LAC to speak before committee could result in their expectations being unfairly raised** and this would exacerbate pre-existing issues around participation regarding feedback loops.

There was, expressed by both Chelsea and Stuart, a desire to see bodies such as the **Youth Parliament** (YP) and **Children in Care Council** (CiCC) treated with the esteem their adult counterparts receive. Both YP and CiCC play an active role in shaping services used by young people in the borough yet they are too often regarded as an afterthought. Ideas such as having a YP or CiCC member sit on residents' associations and community forums, or holding meetings of both with strategic themes around young people, were floated as ways of tackling this issue.

Stuart made reference to other councils – namely Leicester City Council – that had previously looked at a “**Mentor/Champion Scheme for Looked After Children**” as a way of encouraging councillors to be more proactive in their roles as corporate parents.

At the conclusion of this meeting, Stuart kindly invited me to invite the next sitting of the CiCC on 15th March 2017.

Mentor/Champion Scheme for Looked After Children

As referenced by Stuart, Leicester City Council looked at introducing a “Mentor/Champion Scheme for Looked After Children” in 2010. This aimed to improve the council's prioritisation of LAC and set the aspiration for this to be judged as outstanding.–

Andy Smith, then divisional director in the Social Care Safeguarding department of Leicester City Council, outlined the three possible models of such a scheme:

Model one: The children's champion at a distance

- Councillor will be matched to a child in care
- No direct contact with the child
- Question the level of services to the child, e.g. school, hobbies and any other services
- Identify and advocate for additional resources to help their child now and in the future

Model two: The children's champion as a befriender

- Councillor or senior manager matched to a child as a champion
- Emphasis on befriending
- Regular contact and relationship building determined by child as to method of contact
- Act as advocate for their rights and needs

Model three: Combination of model one and two

- Councillor will be matched to a child in care
- Councillors can opt to champion or befriend or both
- Essentially they are there for the child

Potential issues with such a scheme, identified by Andy, were as follows:

- Implications given the nature of local democracy
- DBS checks – assessment process for councillors

- Training session for councillors (practicalities/expectations/parameters)
- What to do if it goes wrong or difficult issues are raised
- Identify young people to link through the LAC project worker and the CiCC
- Links with cabinet, scrutiny, CYP and safeguarding panel

Shortly after tracking down this presentation regarding the “Mentor/Champion Scheme for Looked After Children” I attempted to track Andy down. I began by contacting a Leicester City councillor named Sarah Russell, who serves assistant city mayor for children, young people and schools. After some time, Councillor Russell responded to inform me that Andy had left Leicester City Council and the scheme predated her time as cabinet member.

As such, I am unaware to whether the “Mentor/Champion Scheme for Looked After Children” was taken up by Leicester City Council – but given the interest expressed in it by officers, undertaking a similar pilot here – with a view to increasing participation of LAC – is a route that is perhaps worth exploring, resources allowing.

Attending a session of the Children in Care Council

On 15th March 2017, I attended a meeting of the CiCC “chaired” by Stuart. At the beginning of the meeting, I briefly explained to CiCC members that I was carrying out a review of the role of the voice of LAC in participation on behalf of the committee and that I was there to listen and learn.

A pack was provided to all of the attendees that outlined the role the CiCC plays in affording LAC the support to express their wishes and feelings. In this pack a **‘Principles of Participation Checklist’** was provided. It set out 11 prerequisites to ensure that consultation with children and young people was effective. They are as follows:

- Showing respect
- Involving us in deciding/organising – what/when/when
- Making sure adults don’t take over the consultation
- Having fun – making the consultation more interesting – making things fun
- Not making it too intense – making activities user friendly – facilitating change
- Paying attention and taking notes – don’t talk: listen
- Liaising with decision makers
- Finding ways to make us heard in public
- Letting us know what is going on
- Talking afterwards and explaining things
- Evaluating and learning from your experience

Following a short discussion after the presentation of the checklist to the CiCC attendees, it was unanimously agreed that the checklist would be **amended to contain some reference to privacy and respecting the anonymity** of the CiCC. This was deemed particularly important because of the unique and often traumatic experiences of those involved.

Shortly thereafter another pack was provided entitled “**Join the Children in Care Council**”. This pack set out to define the role of the CiCC in relation to the council, council services and the CiCC’s relationship to the Corporate Parenting Panel:

- A forum for developing ideas and projects that aim to improve the lives of children and young people in care and leaving care
- A lobbying group to influence change in services accessed by children and young people in care and leaving care
- A consultation group for managers and policy-makers in the design, deliver and evaluation of projects and services
- A forum for feeding back to Corporate Parenting Panel
- An opportunity to meet other young people in care and care leavers and make friends

The role of members of the CiCC – and the responsibilities that come with being a member of the CiCC – was then defined as such:

- 1) Representing the views of children and young people who are looked after by Merton Council, or are leaving care
- 2) Advising managers and policy makers about the design, deliver and evaluation of projects and services
- 3) Lobbying and campaigning to influence change in services accessed by children and young people in care and leaving care
- 4) Raising awareness of the rights of children and young people in care and leaving care, and what it’s really like growing up in the care system
- 5) CiCC members would need to commit around 2 hours per month. This commitment includes attending meetings, the completion of accreditation and checking/responding to emails or texts

It was agreed by CiCC members in attendance that **membership of the CiCC should be attained via application**. The basis for this decision was that given the responsibilities that filling out an application form required more commitment than simply attending a meeting. Members that were successful in their application to join the CiCC were asked to be members of the CiCC for a minimum of six months.

Following on from this debate, the **CiCC discussed whether membership should also be rewarded with some form of accreditation**. What form this accreditation might take was discussed and ultimately the CiCC decided that – given the disadvantages children in care face, any accreditation CiCC members could amass by way of reward for their participation should be taken up, if only to go some way to redress these disadvantages.

Several CiCC members with experience of **interviewing social workers**, involvement in **foster carer training** and **the young inspectors**, gave very positive accounts of having been involved in these processes. Among those that had been, there was agreement that it had been a worthwhile exercise, that their own experiences as LAC lent them particular expertise that those without it could not bring, and they went to recommend it to other CiCC members present.

There followed a **debate about whether members of the CiCC should continue to receive a stipend for attending meetings**. Surprisingly, there was by no account a consensus around this. Some CiCC members argued that the stipend was necessary to cover the cost of travel to and from CiCC meetings – especially for those living outside of the London borough of Merton. Some felt that involvement in the CiCC should be considered a reward in and of itself. Others that given CiCC were being asked to sign what amounted to a “contract” with obligations regarding to their time, that payment was only fair. In the end, a decision was taken to retain the stipend.

There was a short discussion regarding how the CiCC would retain contact between meetings. **The use of WhatsApp to circulate the dates of future meetings and to allow members of the CiCC to communicate was mooted**. On this, too, there was no consensus – some members voiced concern that they might be inundated with “annoying” notifications from the CiCC WhatsApp group chat. A tentative agreement was met that ground rules should be set should alternate methods of communication, such as WhatsApp or BBM, be undertaken by the CiCC.

As with my meetings with Paul, Stuart and Chelsea, **the possibility of CiCC members attending scrutiny meetings was raised**. There was enthusiasm expressed in some corners for this, though concerns regarding discussions at CiCC – and Youth Parliament – meetings being intimidating for younger members cast some doubt on the viability of this.

There was, I am pleased to report, much positive feedback regarding the experience of CiCC members in regards to participation. One CiCC member that had experienced several other boroughs’ participation units felt that Merton’s participation offer compared very favourably – to which several members of the CiCC agreed.

It may well be that CiCC is a self-selected sample, attracting those whose experience of participation with the council is already positive, but learning why their experiences are positive and attempting to replicate them elsewhere is key to enhancing our service offer to LAC.

Recommendations

- That Children and Young People Overview and Scrutiny Panel (CYP) examine the implications of the Staying Put policy increasing the cohort of LAC for which the council is responsible and its effects on participation within the borough;
- That a working group – perhaps with the involvement of the CiCC – be set up to consider the viability of introducing a “Mentor/Champion Scheme for Looked After Children” as considered by Leicester City Council;
- That CYP ask the CSF Department to continue to monitor its use of feedback loops and report on this at regular intervals through the department update report during this municipal year; and
- That CYP examine how best to engage the LAC and care leaver cohort in its work.

Committee: Children and Young People Overview and Scrutiny Panel

Date: 24 July 2017

Wards: All

Subject: *Prevent* practice – scope and terms of reference

Lead officer: Annette Wiles, Scrutiny Officer

Lead member: Councillor Dennis Pearce, chair of the Children and Young People Overview and Scrutiny Panel

Contact officer: Annette Wiles; annette.wiles@merton.gov.uk; 020 8545 4035

Recommendations:

- A. That the Children and Young People Overview and Scrutiny Panel agree to set up a task group review of *Prevent* practice as demonstrated by the Merton family of schools to help inform and support practitioners in the borough and beyond;
 - B. That the Panel discuss and approve the terms of reference and scope of the *Prevent* task group as set out in paragraphs 2.1 to 2.11 below; and
 - C. That the Panel appoint members to the task group.
-

1. PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 To present the draft terms of reference and scope of the *Prevent* practice task group to the Children and Young People Overview and Scrutiny Panel for approval.

2. DETAILS

- 2.1 The Panel recognises the importance of the role schools play in their use of *Prevent* to help keep children and young people from risk of radicalisation. Members are mindful of the four terror attacks that have happened in just three months between the end of March and the end of June this year, (Westminster, Manchester, London Bridge and Finsbury Park). Their aspiration is to highlight, collate and share *Prevent* practice as well as support the Merton community to work collectively to prevent radicalisation.
- 2.2 In order that this review is effective (and achieved in the time constraints imposed by the forthcoming local elections – see 2.9), it is recommended that this exclusively focus on the *Prevent* practice demonstrated by Merton's schools rather than looking at the practice of other providers.
- 2.3 If feasible, the task group will also consider examples of innovative and successful practice in schools from outside of the borough.
- 2.4 Draft terms of reference have been set out below for the consideration by the Panel:
 - To examine the full range of *Prevent* practice being delivered in Merton's schools including primary, secondary and special settings;
 - To identify practice that is effective and innovative as well as any specific challenges faced in delivering the duty and how these are addressed by schools;

- To consider the support provided by borough Police and the wider Merton Safeguarding Children’s Board partnership (that includes schools themselves);
 - To identify any additional support that school practitioners would welcome being provided by Merton’s *Safer and Stronger Partnership*;
 - To look at how schools work to safeguard their pupils from being stigmatised by the duty; and
 - To collate, celebrate and disseminate *Prevent* practice happening in Merton’s schools to assist local practitioners and those outside of the borough.
- 2.5 The scope of the *Prevent* duty on schools is significant, (including effective leadership, partnership working, staff training etc). The task group will therefore need to determine the scope of its review. It is anticipated that this is likely to focus on the duty on schools to promote community cohesion and British values.
- 2.6 The nature of the *Prevent* duty may make it difficult to identify clear criteria by which to judge the success of local practice. If there is a focus on the promotion of community cohesion and British Values, it will be important to consider the views of the wider community. The Children and Young People Overview and Scrutiny Panel already has experience of working with local community groups around the *Prevent* duty on which the task group will be able to build.
- 2.7 Fears have been expressed by members of the local community in Merton (as well as teachers generically through a [national study](#)) about the increased risk of stigmatisation of Muslim students. The task group could also consider what steps schools are taking to protect Muslim students and safeguard them from this stigmatisation.
- 2.8 It is anticipated that members of the task group will visit schools in Merton to gain direct experience of *Prevent* practice, to report back to the other members of the task group.
- 2.9 Ofsted is currently undertaking a combined inspection of children’s services including the effectiveness of the Local Safeguarding Children’s Board which will cover the *Prevent* duty. It is thought likely this will identify good practice which will be of assistance to task group.
- 2.10 The task group would produce a report for the Panel’s meeting on 1 February 2018 prior to it being reported to Cabinet at its meeting on 26 March 2018. It should be noted that due to the local elections (taking place on 3 May 2018) this timing must not slip and the work of this task group must be finished and reported to Cabinet well in advance of the start of election period. Members are therefore encouraged to be careful in defining the scope of this task group and limit their aspirations to what can reasonably and successfully be achieved in the limited time available.
- 2.11 Support would be provided by the Scrutiny Officer.

3. ALTERNATIVE OPTIONS

- 3.1 The Children and Young People Overview and Scrutiny Panel can select topics for scrutiny review and for other scrutiny work as it sees fit, taking into account views and suggestions from officers, partner organisations and the public.

4. CONSULTATION UNDERTAKEN OR PROPOSED

There has been preliminary consultation with officers from the Children, Schools and Families Department.

5. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

5.1 None for the purposes of this covering report. Any resource implications will need to be taken into account when drawing up and approving specific review recommendations

6. LEGAL AND STATUTORY IMPLICATIONS

6.1 There are none specific to this report.

7. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

7.1 There are none specific to this report.

8. CRIME AND DISORDER IMPLICATIONS

8.1 There are none specific to this report.

9. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

9.1 There are none specific to this report.

10. APPENDICES

10.1 None

11. BACKGROUND PAPERS

11.1 Counter-extremism policy in English schools briefing paper (House of Commons Library) - [here](#)

11.2 Revised *Prevent* Duty Guidance: for England and Wales - [here](#)

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Committee: Children and Young People Overview and Scrutiny Panel

Date: 24 July 2017

Wards: All wards

Subject: Performance monitoring 2016/17 (March 2017)

Lead officer: Naheed Chaudhry, Head of Policy, Planning and Performance, Children Schools and Families

Lead member(s): Councillor Katy Neep; Councillor Caroline Cooper-Marbiah.

Contact officer: Naheed Chaudhry, Head of Policy, Planning and Performance.

Recommendations:

That the Children and Young People's Overview and Scrutiny Panel;

- A. Discuss and comment on Appendix 1: Performance Indicators – Rationale and linkages
- B. Discuss and comment on Appendix 2: March 2017 Performance Index

1. **PURPOSE OF REPORT AND EXECUTIVE SUMMARY**

1.1. To provide the Children and Young People's Overview and Scrutiny Panel with a regular update on the performance of the Children, Schools and Families Department and key partners. Data provided in appendix one is as at the end of March 2017.

2. **DETAILS**

2.1. At a Children and Young People Scrutiny Panel meeting in June 2007 it was agreed that the Children Schools and Families Department would submit a regular performance report on a range of key performance indicators. This performance report acts as a 'health check' for the Panel and as such is over and above the more detailed thematic reports scheduled to the Panel which relate to specific areas of activities such as the annual Schools Standards report, Corporate Parenting Report, MSCB annual report etc.

2.2. **March 2017 Performance**

2.3. **KPI no. 3: Percentage of new Education, Health and Care plans issued within statutory 20 week timescale (new, including exceptions) - Red**

2.4. As at the end of 2016/17 19% of new requests for EHC plans were completed within 20 weeks, this is below the national benchmark, 50% of plans, however were completed within 21-26 weeks. Since April 2017 to the end of June 2017 our year to date completion rate within 20 weeks has increased significantly to 47%, 20% higher than the same time last year. We have seen a significant increase in new requests for EHCPs, alongside an ongoing challenging agenda, set by central government, to transfer all existing Statements of Special Educational Needs to Education Health and Care Plans (EHCPs) by March 2018; As at March 2017 we had 504 Statements to transfer to EHCPs this has reduced further to 347 as at July. In response to the demand issues we are using SEN Implementation Grant to increase the capacity within the SEND team, reconfiguring roles and streamlining

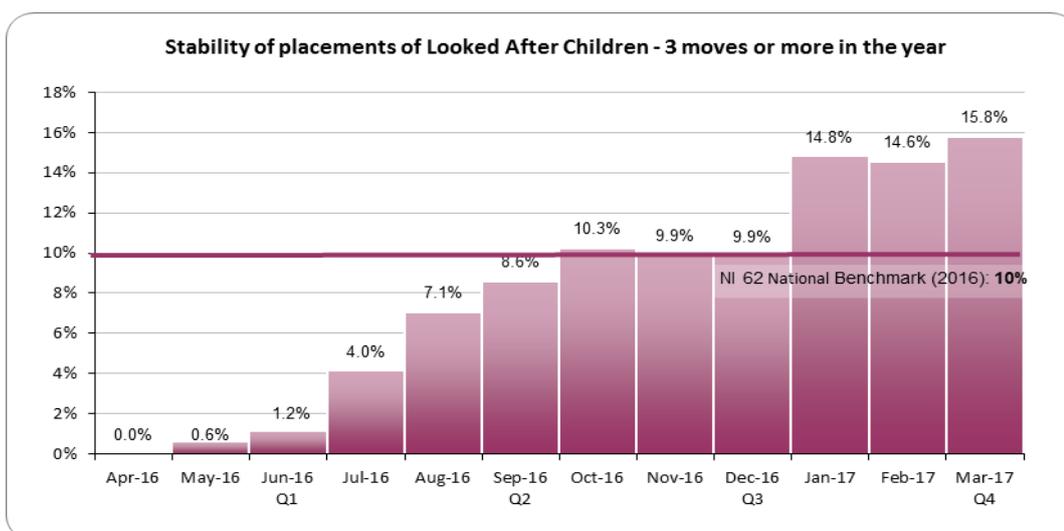
business processes to enable improved performance. In respect of the target to transfer all existing SEN Statements to EHC plans, Merton is currently performing well, ranked 8th in London. The DfE have expressed a positive interest in Merton's performance in delivering to the statutory transfer timeframe against a context of other local authorities across the country reporting that they will not meet the deadline.

2.5. The Panel has been provided with further information in the Education Health and Care planning performance update report also on this agenda as requested by Members.

2.6. **Looked After Children**

2.7. **KPI no. 18: Stability of placements of Looked After Children - number of moves (3 moves or more in the year) – Red**

2.8. The end of year outturn highlights that 22/155 (16%) of our looked after children have experienced 3 or more placement moves. The greatest number of moves experienced by any one child is 5. The majority of children in this cohort are adolescents aged 14+. For the majority of these young people there are ongoing concerns relating to CSE, missing episodes and anti-social behaviour which have been factors in their placement stability (many came into care late in their adolescence). For the younger children placement instability and additional needs impacted on the placement ability to meet need. We regularly review all looked after children and their care plans and review support packages for those where stability is a concern.



2.9. **Childrens Centres and Schools**

2.10. **KPI no. 24: percentage of total 0-5 year estimated Census 2011 population from areas of deprivation (IDACI 30%) whose families have accessed children's centre services – Amber**

2.11. As at the end of the financial year 68% of our 0 to 5 year olds living in areas of deprivation (IDACI 30%) were accessing Children's Centre services. This is a Merton indicator for which no national benchmarking is available; our ambition target is set at 75%.

2.12. Following a borough wide consultation we have published a new Children's centres offer. We have reshaped our model and will be seeking to increase the uptake of Early Years services in areas where we have the highest number of families living in deprivation. This will help us to support families in these areas to quickly access

appropriate services; the additional session referenced above will prioritise access to families meeting specific criteria.

2.13. **KPI no. 30: percentage of Secondary school (Year 7) surplus places inc. Academies – Red**

2.14. The outturn figure is only 1.5% from the target. This outturn is towards the bottom of the old Audit commission recommended level of surplus of between 5% and 10%.

3 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

Appendix 1: Children's Performance Indicators – Rationale and linkages

Appendix 2: CYPP performance index 2016/17 (March 2017)

4. BACKGROUND PAPERS

CSF Performance Management Framework <http://intranet/departments/csf-index/csf-performance.htm>

Appendix 1: Children's Performance indicators – Rational and linkages

CYP Scrutiny Panel Performance Index

	Performance Indicator	Rationale/Why Important
1	Number of Common and Shared Assessments undertaken (CASA)	This is not a target measure. Numbers of CASAs undertaken is an indicator of early identification of problems/issues for a child. These are assessments undertaken by a wide range of the children's workforce in the context of Merton's Child and Young Person Wellbeing Model. The measure links to a suite of other indicators including numbers of contacts and referrals, single assessments, and CiN Plans.
2	Single Assessments completed within the statutory timeframe	Single Assessments are instigated after consideration of presenting issues by MASH. They are undertaken in order to identify whether or not statutory thresholds for children's social care have been met and statutory services are required. There is a 45 day statutory timescale for completion. The measure links to CASAs; referrals; CiN Plans and Section47 safeguarding investigations.
3	Education, Health and Care Plans (EHCP) completed within the statutory timeframe	In line with Children and Families Act 2014, EHC plans replaced SEN Statements. They result from a multi-dimensional assessment of education, health and care needs. They specify outcomes to be achieved for a child and identify provision to meet those outcomes. There is a 20 week statutory timescale for completion. For the next few years conversion of 'old' SEN Statements and Learning Disability Assessments (LDA Section 139A) to 'new' EHC Plans will also be monitored against national targets.
4	Child Protection Rate per 10,000	This is a prevalence measure which is examined by managers and regulators alongside other rates including CiN and LAC. These provide a proxy for the 'balance' in the child care system. Can also reflect events/issues nationally e.g. media coverage of child abuse enquiries. Rates should be broadly in line with benchmarks, particularly statistical neighbours.
5	Number of Children on Child Protection Plans	Similarly this is not a performance measure but indicates prevalence of need for intensive social care intervention. Also volume of intensive casework and social worker capacity required to fulfil statutory duties. Links to Child Protection Plans for children subject to a CP plan for the second or subsequent time in respect of decisiveness and impact of child protection interventions.
6	Numbers of Family Groups subject of Child Protection Plan	With relatively low numbers of children on Child protection plans the numbers of family groups are monitored as they can have a disproportionate impact on overall percentages etc.
7	Allocated Social Workers Child Protection	It is a statutory requirement that all Child Protection Plan casework is allocated to qualified social workers. This is a proxy for high quality interventions undertaken by qualified practitioners who are subject to national professional standards.
8	Quoracy (Quorate attendance at child protection conferences)	Child protection plans almost invariably require input from a range of professional disciplines and agencies. This is a proxy for appropriate engagement of key agencies e.g. NHS; Police in Child protection planning and delivery.
9	Timeliness of Child protection reviews	There is a national framework of expectations around interventions with children requiring safeguarding (see also above). This measure is a proxy for appropriate management/IRO (Independent Reviewing Officer) oversight of complex casework and decisive social work planning.

10	Child protection visits	As above this demonstrates appropriate contact between a child and the allocated social worker and is, in effect, a minimum standard.
11	Percentage of Children subject of a Child protection plan for the second or subsequent time	If a second child protection plan is required for similar reasons, this could indicate potential lack of impact of earlier Child protection interventions. Often can demonstrate multiple risks/challenges faced by children and families. Prompts enquiry into whether or not other statutory interventions should be/should have been considered.
12	Looked After Children rate per 10,000	As above this is a prevalence measure to be looked at alongside others including CiN/CP rates and should also be, broadly, in line with statistical neighbours.
13	Number of Looked After Children	As above this is compared with appropriate benchmarks and the measure also indicates professional social work capacity and placements/budgets required to fulfil statutory responsibilities.
14	Allocated Social Workers Looked After Children	It is a statutory requirement that all LAC casework is allocated to qualified social workers. This is a proxy for high quality interventions undertaken by qualified practitioners who are subject to national professional standards.
15	Timeliness of Care proceedings	It is imperative to avoid 'drift' in making permanency plans for LAC. Time taken to undertake care proceedings is a proxy for decisive casework and can be looked at alongside timeliness of achieving adoptions. Measure can be affected by issues beyond professional control e.g. court delays.
16	Timeliness of Looked After Children reviews	There are statutory requirements for reviewing the care plans for LAC within set timescales. This measure is a proxy for appropriate management/IRO (Independent Reviewing Officer) oversight of complex casework and decisive social work planning.
17	Percentage of Looked After Children participating in there reviews	In line with best practice and Merton's own User Voice Strategy, LAC of sufficient age and understanding are encouraged to participate in a variety of ways in their own reviews – e.g. attending; chairing; written submissions; use of advocate.
18	Stability of placements, 3+ moves	There are two key measures for placement stability – the numbers of placement moves in a year and the long term stability of placements. Placement stability is a foundation stone for improving outcomes for LAC as it enables consistent relationships between young people and their carers; consistent school placements; a settled context in which young people can develop social networks etc. While some placement moves are 'positive' – eg move to a permanent home; move to withdraw a young person from a risky environment, others occur due to eg breakdown of relationships/behaviour issues etc and should be minimised.
19	Stability of placements, length 2+ years	There are two key measures for placement stability – the numbers of placement moves in a year and the long term stability of placements. The length of placement indicator refers to children under the age of 16 who have been in care for 2 and half years or more and have been in their current placement for 2 years or more. Placement stability is a foundation stone for improving outcomes for LAC as it enables consistent relationships between young people and their carers; consistent school placements; a settled context in which young people can develop social networks etc. While some placement moves are 'positive' – eg move to a permanent home; move to withdraw a young person from a risky environment, others occur due to eg breakdown of relationships/behaviour issues etc and should be minimised.

20	Percentage of Looked After Children in Independent Fostering Agencies	Although placements with foster carers are, almost invariably, the first option to be considered for LAC, a shortage of 'in house' carers i.e. recruited and approved by LB Merton results in placements being commissioned from independent sector providers. These are often profit making organisations, carers are often not local and carers are not supported or managed by Merton services. Also, placements are typically significantly more expensive thus adding to pressure on placement budgets. Our aim is to reduce dependency on IFA placements. This indicator should be reviewed with the numbers of children in care at any given point, the profile of these children and their likely needs and our progress in recruiting In-house foster carers.
21	Number in house carers recruited	In view of the above we have set ambitious targets for increasing the number and range of in-house foster carers.
22	Numbers of Looked After Children, adopted or subject of a Special Guardianship Order	The key aim for looked after children who cannot return to their families of origin is to find alternative permanent families. Numbers of adoptions and Special Guardianship arrangements are, therefore, closely monitored by managers. Central government, from time to time and including the present government, issues policies aimed at increasing the number of children adopted.
23	Percentage of Children's centres graded good or outstanding by Ofsted (overall effectiveness)	Like schools and other children's services, children's centres are subject to regulation from Ofsted. Our ambition is that services provided by LB Merton are at least good or better. This measure is a proxy for the quality of early years provision which is a key enabler of improved outcomes in later childhood.
24	Childrens Centre access from children living in deprived areas	Children's centres are, increasingly, targeted services which aim to 'reach' more disadvantaged families, including those from more 'deprived' areas of the borough. High quality early years provision is known to be a particularly important contributor to improved outcomes for disadvantaged children and to narrowing gaps in outcomes in line with Merton's Community Plan.
25	Percentage of Schools graded good or outstanding by Ofsted (overall effectiveness)	Schools are subject to regulation and inspection from Ofsted. Our ambition is that LB Merton schools are at least good or better. This measure, to be considered alongside eg Key Stage results, progress measures, attendance and exclusion data, is a proxy for the quality of Merton's schools provision.
26	Primary Permanent Exclusions	Permanent exclusion can severely disrupt a pupil's education and social networks and exclusion in the primary phase can be particularly damaging to education outcomes in the longer term. The LA has mechanisms in place to both minimise time out of education and to identify alternative provision for pupils who are permanently excluded. The measure needs monitoring even though Merton has not had a permanent exclusion from primary schools for some considerable time.
27	Secondary permanent exclusions	Permanent exclusion can severely disrupt a pupil's education and social networks. It can be extremely challenging to find alternative school/alternative education for pupils excluded in the secondary phase because of the nature of the factors leading to the exclusion. However, the LA has mechanisms in place to both minimise time out of education and to identify alternative provision for pupils who are permanently excluded.
28	Secondary persistent absence	The LA monitors persistent absence in primary, secondary and special school sectors. Persistent absence harms pupils' outcomes but also triggers powers and duties the LA has to ensure pupils' attendance.

29	Percentage of Reception year surplus places	The LA has a statutory duty to provide sufficient suitable school places for children and young people in the borough. The challenge is to have neither an over-supply nor an insufficiency of places. A reasonable level of surplus is required, however, to enable an element of parental choice.
30	Percentage of Secondary school (year 7) surplus places	The LA has a statutory duty to provide sufficient suitable school places for children and young people in the borough. The challenge is to have neither an over-supply nor an insufficiency of places. A reasonable level of surplus is required, however, to enable an element of parental choice.
31	Youth Service Participation	Participation in positive activities and informal educational curriculum provided by or enabled by LBM youth service supports positive outcomes for young people, particularly those from more disadvantaged areas.
32	Percentage of CYP who are Not in Education, Employment or Training (NEETs)	Non-participation in education, employment or training beyond age 16 is a major predictor of long-term unemployment and low income. This indicator should be reviewed alongside the 'Not Known' outturn.
33	Percentage of CYP who's 'Education, Employment or Training'(EET) status is "Not Known".	The EET status of young people can be difficult to ascertain eg once pupils leave Merton's schools. The aim is to have a low number of young people whose EET status is 'not known'. This indicator should be reviewed along side the NEET outturn.
34	First Time Entrants (FTE) in the youth justice system aged 0-17	Offending can be linked to factors such as truancy, low attainment, substance misuse, employability etc and the challenge to the council, schools and partner agencies in a local area is to prevent young people from entering the youth justice system.
35	Re-offending rate by young people in the Youth Justice system	This indicator measures the re-offending of specific cohorts of young people following an initial pre-court or court disposal.
36	Number of families 'turned around' by the local Transforming Families programme (nationally known as Troubled Families)	The national Troubled Families initiative aims to 'turn around' families identified with multiple issues including anti-social behaviour; worklessness; poor school attendance etc. Without effective intervention, these families are particularly likely to require statutory interventions and are potentially the most costly on the public purse.
37	Commissioned services Monitoring	The CSF department commissions some services to be delivered by third parties inc the local community and voluntary sector. It is important that these services are monitored to ensure compliance with service specifications and value for money.

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Children and Young People Overview and Scrutiny Panel - Performance Index 2016/17



No.	Performance Indicators	Frequency	Target 2016/17	Deviation	Polarity	Benchmarking and trend				BRAG rating	Merton 2016/17 performance											Notes	
						Merton 2015/16	Merton 2014/15	England	London		Apr-16	May-16	Jun-16 / Q1	Jul-16	Aug-16	Sep-16 / Q2	Oct-16	Nov-16	Dec-16 / Q3	Jan-17	Feb-17		Mar-17 / Q4
Assessments																							
1	Number of Common and Shared Assessments undertaken (CASAs)	Quarterly	Not a target measure	n/a	n/a	589	443	No benchmarking available	No benchmarking available	Not a target measure			147			261			354			422	Quarterly (Time lag in collating CASAs from partner agencies) YTD
2	% of Single Assessments authorised within the statutory 45 days	Monthly	85%	2.5%	High	93%	91%	81% (CIN 2014-15)	80% (CIN 2014-15)	Green	99% (110/111)	94% (210/224)	92% (360/391)	94% (503/538)	93% (641/693)	92% (760/828)	91% (854/942)	89% (945/1063)	89% (1027/1160)	89% (1177/1324)	90% (1294/1437)	91% (1430/1578)	Year to Date
3	% of Education, Health and Care plans issued within statutory 20 week timescale (new, including exceptions)	Monthly	85%	2.5%	High	50%	58% (2015)	56% (2015)	64% (2015)	Red			27% (13/49)			23% (25/110)			20% (31/153)			19% (37/193)	Year to Date
Child protection																							
4	Child Protection Plans rate per 10,000	Monthly	Not a target measure	n/a	n/a	30.0	41.8	42.9 (CIN 2014-15)	40.6 (CIN 2014-15)	Not a target measure	27.7	30.5	31.2	31.2	32.5	32.9	33.5	32.7	33.1	31.2	29.0	27.5	Monthly - as at the end of the month
5	Number of children subject of a Child Protection Plan	Monthly	Not a target measure	n/a	n/a	138	180	No relevant benchmarking available	No relevant benchmarking available	Not a target measure	128	141	144	144	150	152	155	151	153	144	134	127	Monthly - as at the end of the month
6	Number of family groups subject of Child protection plans	Monthly	Not a target measure	n/a	n/a	72	84	No relevant benchmarking available	No relevant benchmarking available	Not a target measure	65	74	73	70	73	74	78	72	75	74	69	66	Monthly - as at the end of the month
7	% of Children subject of a Child Protection Plan with an allocated Social Worker	Monthly	100%	0%	High	100%	100%	No relevant benchmarking available	No relevant benchmarking available	Green	100% (128/128)	100% (141/141)	100% (144/144)	100% (144/144)	100% (150/150)	100% (152/152)	98% (152/155)	100% (151/151)	100% (153/153)	100% (144/144)	100% (134/134)	100% (127/127)	Monthly - as at the end of the month
8	% of quorate attendance at child protection conferences	Quarterly	Not a target measure	n/a	High	100%	91%	No relevant benchmarking available	No relevant benchmarking available	Not a target measure			89% (80/90)			85% (159/186)			83% (228/276)			83% (312/374)	Quarterly
9	% of reviews completed within timescale for Children with Child Protection Plans	Monthly	Not a target measure	n/a	High	100%	93%	94.0% (CIN 2014-15)	95.7% (CIN 2014-15)	Not a target measure	100% (16/16)	100% (46/46)	100% (73/73)	100% (81/81)	100% (92/92)	95% (98/103)	94% (102/109)	93% (92/99)	94% (104/111)	97% (103/106)	98% (101/103)	99% (84/85)	Year To Date (NI 67)
10	% of Children subject of a CP Plan who had a 4 weekly CP visit within timescales in the month	Monthly	Not a target measure	n/a	High	94%	No relevant benchmarking available	No relevant benchmarking available	No relevant benchmarking available	Not a target measure	95% (116/122)	91% (116/128)	92% (110/120)	96% (132/137)	86% (119/138)	89% (118/132)	90% (138/154)	95% (138/146)	94% (137/146)	90% (122/135)	96% (123/128)	94% (114/121)	Monthly - as at the end of the month - (reporting activities)
11	% of Children that became the subject of a Child Protection Plan the second or subsequent time	Monthly	16%	20%	Low	24%	17%	17% (CIN 2014-15)	14% (CIN 2014-15)	Green	17% (1/6)	14% (3/21)	7% (3/46)	5% (3/64)	4% (3/78)	11% (11/99)	16% (18/114)	15% (20/132)	16% (23/142)	15% (23/154)	15% (24/165)	13% (24/184)	Year To Date (NI 65)
Looked After Children																							
12	Looked After Children rate per 10,000	Monthly	Not a target measure	n/a	n/a	36	34	60 (903 2014-15)	52 (903 2014-15)	Not a target measure	34.6	34.8	36.1	36.4	33.5	32.7	33.8	34.8	35.1	33.5	32.7	32.9	End of the month snapshot
13	Number of Looked After Children	Monthly	Not a target measure	n/a	n/a	164	157	No relevant benchmarking available	No relevant benchmarking available	Not a target measure	160	161	167	168	155	151	156	161	162	155	151	152	End of the month snapshot
14	% of Looked After Children with an allocated Social Worker	Monthly	Not a target measure	n/a	High	100%	100%	No relevant benchmarking available	No relevant benchmarking available	Not a target measure	100% (160/160)	100% (161/161)	100% (167/167)	100% (168/168)	100% (155/155)	100% (151/151)	100% (156/156)	100% (161/161)	100% (162/162)	100% (155/155)	100% (151/151)	100% (152/152)	Year to Date
15	Average number of weeks taken to complete Care proceedings against a national target of 26 weeks	Quarterly	35 weeks	8%	Low	38 weeks (30 weeks target)	24	30	No relevant benchmarking available	Green			18			28			33			not av	Quarterly
16	% of Looked After Children cases which were reviewed within required timescales	Monthly	Not a target measure	n/a	High	97%	95%	Not published	Not published	Not a target measure	100% (30/30)	96% (64/67)	99% (94/95)	98% (123/126)	96% (130/135)	97% (142/147)	97% (143/148)	95% (143/151)	93% (142/152)	95% (145/153)	97% (139/144)	97% (139/144)	Year To Date (NI 66)
17	% of Looked After Children participating in their reviews in month	Monthly	Not a target measure	n/a	High	90%	66%	No relevant benchmarking available	No relevant benchmarking available	Not a target measure	100% (26/26)	98% (60/61)	100% (84/84)	99% (115/116)	100% (123/123)	98% (133/136)	99% (135/137)	99% (134/136)	98% (134/137)	98% (136/139)	98% (131/133)	99% (133/134)	Year to Date
18	Stability of placements of Looked After Children - number of moves (3 moves or more in the year)	Monthly	12%	n/a	Low	12%	14%	11% (903 2014-15)	No relevant benchmarking available	Red	0% (0/161)	0.6% (1/161)	1.2% (2/167)	4.2% (7/168)	7.1% (11/155)	8.6% (13/151)	10.3% (16/156)	9.9% (16/161)	9.9% (16/162)	14.8% (23/155)	14.6% (22/151)	15.8% (24/152)	Year To Date (NI 62)
19	Stability of placements of Looked After Children - length of placement	Monthly	68%	n/a	High	68%	46%	67% (903 2014-15)	No relevant benchmarking available	Green	74% (23/31)	77% (24/31)	80% (24/30)	80% (24/30)	80% (24/30)	75% (21/28)	71% (20/28)	76% (25/33)	73% (24/33)	72% (23/32)	71% (22/31)	71% (22/31)	End of the month snapshot (NI 63)
20	% of Looked After Children placed with agency foster carers	Quarterly	42%	12%	Low	37%	42%	39% (903 2014-15)	No relevant benchmarking available	Green			38% (42/111)			45% (45/99)			43% (46/106)			44% (47/108)	Quarterly
21	Number of in-house foster carers recruited	Quarterly	15	2	High	13	10	No relevant benchmarking available	No relevant benchmarking available	Green			4			6			11			15	Year to Date
22	Number of Looked After Children who were adopted and agency Special Guardianship Orders granted	Monthly	13	34% 1cyp	High	13	16	No relevant benchmarking available	No relevant benchmarking available	Green	3	3	3	4	5	8	8	8	9	10	15	17	Year to Date

No.	Performance Indicators	Frequency	Target 2016/17	Deviation	Polarity	Benchmarking and trend				BRAG rating	Merton 2016/17 performance											Notes		
						Merton 2015/16	Merton 2014/15	England	London		Apr-16	May-16	Jun-16 / Q1	Jul-16	Aug-16	Sep-16 / Q2	Oct-16	Nov-16	Dec-16 / Q3	Jan-17	Feb-17		Mar-17 / Q4	
Childrens Centres and Schools																								
23	% outcome of all Children Centre Ofsted inspections good or outstanding (overall effectiveness)	Quarterly	100%	0%	High	100%	100%	66%	72%	Green				100% (5/5)				100% (5/5)			100% (5/5)	Year to Date. National and London Comparitors as at 31/08/2015.		
24	% of total 0-5 year estimated Census 2011 population from areas of deprivation (IDACI 30%) whose families have accessed children's centre services	Quarterly	75% (19% per Quarter)	n/a	High	72%	78%	No relevant benchmarking available	No relevant benchmarking available	Red				34% (1813 of 5285)				48% (2514 of 5285)			58% (3071 of 5285)	Year to Date Cumulates (Target 19% per quarter)		
25	% outcome of School Ofsted inspections good or outstanding (overall effectiveness)	Quarterly	91%	2.5%	High	89%	85%	85%	89%	Green				91% (48/53)				92% (48/52)			91% (48/53)	Year to Date. National and London Comparitors as at 31/12/2015.		
26	Number of Primary permanent exclusions (Number YTD Academic year)	Monthly	0	1cyp	Low	0	0 (Academic Year 2013-2014)	n/a	n/a	Green	0	0	0	0	0	0	0	0	0	0	0	August End of Acad. Yr. YTD (August data interim until November). September start of the new Acad. Yr.		
27	Number of Secondary permanent exclusions (Number YTD Academic year)	Monthly	19	4cyp per quarter	Low	9	7 (Academic Year 2013-2014)	n/a	n/a	Green	12	16	17	17	17	1	1	3	3	6	7	7	August End of Acad. Yr. YTD. September start of the new Acad. Yr.	
28	Secondary persistent absenteeism (10% or more sessions missed)	Annual	Not a target measure	n/a	Low	11.5%	4.5% (AY 13-14 old methodology)	13.1%	11.7%	Not a target measure												11.5%	Annual Measure 6 half-terms DfE Published SFR maintained and academies	
29	% of Reception year surplus places	Annual	5.5%	n/a	Low	6.2%	1.1%	No relevant benchmarking available	No relevant benchmarking available	Green												3.5%	Annual measure	
30	% of Secondary school (Year 7) surplus places inc. Academies	Annual	5%	n/a	Low	5.5%	11.3%	No relevant benchmarking available	No relevant benchmarking available	Red												6.5%	Annual measure	
Young People and Services																								
31	Youth service participation rate	Annual	Not a target measure	n/a	High	3,695	3,234	No relevant benchmarking available	No relevant benchmarking available	Not a target measure													N RTP	Annual Measure
32	% of CYP (16 - 18 year olds) not in education, employment or training (NEET)	Monthly	4.7%	20%	Low	3.6%	4.3%	7% (2015)	No relevant benchmarking available	Not reported	3.6% (210/5969)	3.7% (213/5961)	3.8% (219/5993)	3.7% (220/6025)	3.9% (231/6009)	4.1% (243/6002)	KPI no longer measured see national replacement below relating to 16 and 17 year olds					Monthly (totals are adjusted)		
33	% of CYP (16 - 18 year olds) education, employment or training status 'not known'	Monthly	Not a target measure	n/a	Low	3.6%	6.6%	9.0%	10.4%	Not a target measure	4.4% (260/5969)	3.2% (193/5961)	3.4% (206/5993)	3.5% (212/6025)	2.8% (171/6009)	2.3% (141/6002)	KPI no longer measured see national replacement below relating to 16 and 17 year olds					Monthly (totals are adjusted)		
32B	% of CYP (16 - 17 year olds) not in education, employment or training (NEET) (new national replaces KPI 32)	Monthly	Not a target measure	n/a	Low	n/a	n/a	Avalible in Feb	Avalible in Feb								1.5% (56/3797)	1.4% (54/3836)	1.7% (66/3822)	1.5% (56/3827)	1.5% (59/3831)	Monthly (totals are adjusted) - reported a month in arrears		
33B	% of CYP (16 - 17 year olds) education, employment or training status 'not known' (new national replaces KPI 33)	Monthly	Not a target measure	n/a	Low	n/a	n/a	Avalible in Feb	Avalible in Feb								7.5% (286/3797)	5.6% (213/3836)	2.7% (104/3822)	1.6% (63/3827)	1.5% (57/3831)	Monthly (totals are adjusted) - reported a month in arrears		
34	Number of First Time Entrants (FTEs) to the Youth Justice System aged 10-17	Monthly	70	1cyp	Low	47	60	No relevant benchmarking available	No relevant benchmarking available	Green			12			34			49			64	Year to Date	
35	Rate of proven re-offending by young people in the youth justice system	Quarterly	Not a target measure	n/a	Low	0.88	1.05	1.04(2013)	1.10(2013)	Not a target measure			1.54			0.83			0.71			0.55	Quarterly (NI 19)	
36	TF: Number of Families engaged for year 1 of Expanded Programme	Quarterly	Not a target measure	n/a	High	300	326/370 88%	No relevant benchmarking available	No relevant benchmarking available	Not a target measure			320			320			320			320	Quarterly	
37	% of commissioned services for which quarterly monitoring was completed	Quarterly	100%	n/a	High	100%	100%	No relevant benchmarking available	No relevant benchmarking available	Green			100%			100%			100%			100%	Quarterly (Time lag in collating from partner agencies)	

Committee: Children and Young People Overview and Scrutiny Panel

Date: 24 July 2017

Wards: All

Subject: Update on Developments Affecting Children, Schools and Families Department

Lead officer: Yvette Stanley, Director of Children, Schools and Families Department

Lead members: Cllr Katy Neep, Cabinet Member for Children Services
Cllr Caroline Cooper-Marbiah, Cabinet Member for Education

Contact officer: Naheed Chaudhry, Head of Policy, Planning and Performance

Recommendations:

A. Members of the panel to discuss and comment on the contents of the report.

1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

1.1. The report provides members of the panel with information on key developments not covered elsewhere on the agenda and affecting the Children, Schools and Families Department since the panel's last meeting in March 2017.

2 DETAILS

2.1 EDUCATION DIVISION

2.2 **School Ofsted inspections**, Members were aware that William Morris and St Teresa's were inspected in February; both schools were judged to remain 'good'. During March Ofsted inspected Aragon, Hatfeild, Joseph Hood and Pelham. These coincided with a number of inspections in neighbouring boroughs as well, and it is thought that Ofsted were perhaps trying out their new 'hub' style inspection process, where a number of schools are inspected in a local area, coordinated by a senior HMI. These schools too were judged to remain good as was St Thomas of Canterbury which was inspected a few weeks later. Merton Abbey Primary was also inspected in the Spring Term and judged to 'require improvement'; a support and challenge group is in place working with the school to effect the improvements needed. At the beginning of the Summer term, Rutlish School was inspected and have been judged to be "Outstanding". This is a magnificent achievement and the Headteacher, governors and all the staff should be rightly proud of this achievement, as is the local authority. Over a quarter of Merton's schools are now judged to be outstanding.

2.3 In recent weeks our Pre-school at the Abbey Children Centre has been inspected and we eagerly await the report

2.4 **Merton's 'Local Offer'** has been updated with two new SEN Travel Assistance Policies, one for pupils of statutory school age and one for post-16 students These outline the local authority's duty to provide suitable travel arrangements for eligible children, the criteria to be considered for funding, and detail on how assistance will be provided. As part of the updated policy 'Travel Training' opportunities have been extended to all children with an Education Health and Care Plan, not just for those in receipt of travel assistance. An Annual Update Survey has been sent out to parents and carers to gain insight on the quality of SEN services including transport

arrangements, covering the internal aspect such as office backroom staff and external services such as taxi and private hire.

- 2.5 Harris Wimbledon Academy** - Officers have continued to work productively with the ESFA and Harris Federation and the school is still expected to open in September 2018, and be located in the former Adult Education Building at Whatley Avenue, SW20 for two years before the new building at High Path is ready. The council are managing the projects to ensure a clear site at High Path and a set-back was received in April when the Planning Application refused the council's application to move Elim Church to Merton Hall, on the grounds that the revised frontage of Merton Hall was out of keeping with the building. Officers have therefore developed a new design that addresses the concerns of the planning committee and a revised planning application is being submitted at the time of writing this report. The ESFA are appointing a contractor to design and build the new school at High Path and, subject to the Merton Hall Planning application being approved in September, are aiming to submit a planning application by the end of this calendar year.
- 2.6 SEN school expansion** – There continues to be a significant increase in demand for special school places, especially for ASD (Autism Spectrum Disorder) and MLD (Moderate Learning Difficulties) children, which continues to place pressure on budgets. The council is working on projects to increase provision in our special schools. The expansion of Perseid School is just commencing construction to ensure that the capacity of the upper school matches the previously expanded lower school, and detailed design has commenced to expand Cricket Green School.
- 2.7 Demand for mainstream school places** – In line with the rest of London there was a downturn in demand for reception places at Merton primary schools for September 2017 which was greater than previously forecast by the GLA. It is having an impact on some undersubscribed schools, and the council has agreed to reduce the intake by a multiple of 30 places at four schools to protect school budgets. However, demand is still far greater than pre-expansion levels. With regard to secondary schools, year 7 demand plateaued this year before next year's expected increase where the cohort of pupils leaving year 6 of Merton primary schools will be circa 250 higher.
- 2.8 School Attendance** - figures for 2016 have been published by the DFE and Merton school are performing better than national and outer London in primary, secondary, special and PRU. Persistent Absence is lower in Merton in all sectors. We are in line for attendance in reception
- 2.9 Children Centre's** - As part of the TOM for Early Years the reshaped Children's Centre programme was launched in April 2017, with a focus on supporting children's early learning and development and providing evidenced based early help services for families with children under the age of 5.
- 2.10 30 hours** - The summer term has seen extensive work across the EY service and early years providers including schools, to ensure that the policy for 30 hours of free early education can be delivered in timescale and ready for go live in September 2017.
- 2.11 Collaborative school improvement** – the School Improvement Steering Group (including representative headteachers from all clusters and some governors) has

continued to meet regularly, developing a strategic approach to collaborative school improvement in Merton. Meetings have included an event where members of the Steering Group met to identify the vision and values, and the possible structure, of a future model for collaborative school improvement in Merton. The Steering Group has consulted with all headteachers on three proposed actions to move the agenda forward, namely that:

- A board be set up with representatives from all clusters, co-chaired by JM and a headteacher, from September 2017.
- The board will agree a coordinated offer around recruitment, retention and CPD.
- The board will appoint someone to facilitate and drive key actions, as well as to draft a plan for the collaboration.

These actions have been agreed and the new board will have its first meeting in September.

3 CSC& YI DIVISION

- 3.1 Merton Safeguarding Children Board (MSCB) has identified some key development priorities for 2016/17; these have now been extended to through to 2019. These also link with our business as usual work plan undertaken by the MSCB and its sub groups. The Board continues to seek to improve its links to practitioners and their managers as part of our quality assurance processes to inform service improvement and development as well as maintaining our strong focus on the Voice of the Child/Young person. Addressing the incidence and impact of neglect is a cross-cutting theme that runs across the work of the Board and each of our priorities;
- 3.2 **Think Family** – to support children and adults in our most vulnerable families to reduce risk and ensure improved outcomes. Evidence from local and national research tells us that our most vulnerable parents/families are those who; Experience poor mental health, Struggle with substance misuse, Are affected by domestic abuse and Parents with learning difficulties that may affect their ability to respond to the changing needs of their children. It is important that professionals understand the underlying causes of issues like neglect and other forms of abuse and offer effective support early before these problems get worse. In order to support our work on our Think Family priority we have appointed a Think Family Coordinator, jointly with the Mental health Trust. They will work with both organisations to strengthen the work that is being done across adult and children’s services in order to ensure that this work is joined-up and that family (children and adults) receive a seamless delivery of services. We will also be launching a suite of protocols (including Mental Health, Parental Substance Misuse, Parents with Learning Disabilities and Learning Difficulties); these protocols should give practitioners guidance and outline the joint multi-agency approach to supporting families in Merton.
- 3.3 **Supporting Vulnerable Adolescents** - We know that, for some young people, adolescence is a time of particular vulnerability. We are determined to support adolescents who are at risk of; Child Sexual Exploitation (CSE), Children who go missing from home/school/care, Children and young people who are at risk radicalisation and violent extremism, Children at risk of serious youth violence and gangs, Self-harm and poor mental health and Suicide.
- 3.4 **Early Help – To develop an early help system that is responsive and effectively prevents escalation of concerns.** With changes in local providers and agencies and with changing levels of resources available we need to ensure our approach to Early Help continues to be fit for purpose. We know that timely and purposeful help or

intervention at all stages of a child or young person's journey is the most effective way improving impact and outcomes for vulnerable children, young people and families. As part of our review we are looking at our service offer at all levels of the model and engaging partners in discussion on thresholds, case work approaches and models of intervention. A broad multi-agency coalition of partners met to review the Merton Child and Young Person Well Being Model between October 2016 and March 2017. As part of this review it was agreed that the model will now be known as the Merton Child, Young Person and Family Well-being Model, clearly reflecting our commitment to Think Family.

- 3.5 **Innovation Fund** A £1m award from the Department for Education's innovation fund will help Merton and five other south London boroughs lead the way on meeting the needs of looked after children. The proposed scheme will improve access to high-quality residential care and fostering placements for children who are in the care of local councils. The successful bid was submitted a partnership of boroughs combining their buying power and developing shared systems to improve the supply of affordable, high-quality accommodation for looked after children that provides them with a safe and happy home life and helps them reach their full potential.
- 3.6 The award of funding will allow the boroughs to build expertise and develop systems that will significantly improve the ways that services and placements are commissioned. As the partnership's influence grows it is expected it will be able to help new businesses enter the market to deliver the services that are needed in the right places. The proposal also includes work with current looked after children and their carers to involve them more in designing the shape of future services so they best meet their needs. The partnership has already received widespread recognition for the work it has done to improve value for money in local government and has won accolades including the LGC Award for Efficiency. This was judged and awarded by the National Audit Office and was awarded for delivering enhanced services for children and young people with special educational needs across 10 boroughs – the first of its kind in the country.
- 3.7 **Family Drug and Alcohol Court (FDAC)** – an alternative form of care proceedings for parents and children in those cases where substance misuse is a key factor in the decision to bring proceedings. Merton are leading on the establishment of a 10-borough partnership for the commissioning and contract management of a local FDAC to secure better outcomes for vulnerable children at risk from harm caused by parental substance misuse, with cost savings to local authorities through children being enabled to remain with parents at the end of proceedings in a safe and secure way.
- 3.8 **Social Impact Bond (SIB)** – Merton is part of a 5-borough SIB Partnership, led by the London Borough of Tower Hamlets, for the provision of specialist 'Edge of Care' services, namely Multi-Systemic Therapy and Functional Family Therapy; interventions that Merton would not be able to afford alone. A SIB is a means to source the working capital for a project through an investor commitment to pay for improved social outcomes. Repayment of the investment is then made based on achievement of results (the agreed social outcomes) over time, resulting in some public sector savings.

4. CSF DEPARTMENT WIDE

- 4.1 This new financial year (April 2017) has resulted in the following configuration of council commissioned voluntary services for children and young people. During the preceding year the CSF commissioning team undertook a comprehensive procurement exercise to ensure the right services were commissioned to meet the needs of young people according to identified priority areas. The procurement process incorporated consultation and market warming events, benchmarking exercises, reviewing of existing specifications, development of tender documentation and the establishment of

an evaluation panel including Merton's Young Inspectors. Contracts were awarded in late February to a range of providers:

- 4.2 **Advocacy and Independent Visiting - Jigsaw 4U.** Advocacy and Independent Visiting is available for Looked After Children, children subject to child protection aged 10 upwards. The service aims to give children and young people a voice as they navigate the complexities of the social care system. The service is introduced by social workers to all children/families and referrals made directly to Jigsaw4U. Independent visiting is offered to children and young people with limited or no access to family support or where additional voluntary support is thought will benefit the child or young person.
- 4.3 **Short Breaks for Children with Disabilities - Merton Mencap** were successfully awarded a range of short break services providing Ofsted registered play schemes at weekends and during school holidays. The schemes offer various social and leisure activities and to enable their parents and carers to have a break from their caring responsibilities. The services are offered to young people who have a moderate or severe learning disability, complex needs, autism, and social communication disorders, and who may also have additional needs, such as: hearing impairment, learning disabilities, medical needs, mobility issues, speech / language disorders or visual impairment. Alongside the short breaks offer Merton Mencap also secured continued delivery of both the Independent Travel Training and a Parents' Membership Forum. Independent Travel Training supports young people with Special Educational Needs and/or Disabilities to start and sustain travelling independently, especially to their place of education which may be within Merton or 'out of borough'. The service aims to increase choice for young people with SEND regarding transport options and contributes to greater confidence and independence for the young person. The Parents Forum for parents/carers of children with disabilities and special needs offers support to parents to help them achieve improved outcomes for their children, and provides a means to meet other parents in the same or similar situation while giving them a voice to influence service provision and planning in the borough.
- 4.4 **CSE and Missing Services - Catch 22, Risk and Resilience Service** were awarded the tender to provide our new combined CSE and Missing Service. The service aims to prevent or reduce missing episodes and reduce vulnerability to CSE. It will be achieved through the provision of independent Return Home Interviews (RHIs) and packages of support for targeted young people aged under 19 years who are missing from home or care and/or young people at high risk of or experiencing child sexual exploitation. Catch22 will be notified of young people missing from home via the Missing Person Unit on a Police Merlin PAC (Pre Assessment Checklist). Referrals will be prioritised, through a weekly missing meeting and RHIs aimed to be conducted within 72 hours where the child or young person is from a vulnerable group. Referrals for CSE will come from Social Workers and /or may be identified through Return Home Interviews but will be agreed via the Children Services named lead for CSE.
- 4.5 **Young Carers Service - Carers Support Merton.** The Young Carers programme will continue to be provided by Carers Support Merton. The service offers a programme of assessment and support to meet the specific needs of young carers and their families. All young carers referred will be assessed to determine their needs and to agree an action plan, which may include limited key working, referral to clubs, linking them with other local services, connecting parents to other local services. The focus will be to support young people to understand and manage their caring role, ensure they do not take on inappropriate levels of care and help them move towards greater independence and access to mainstream services.

5. SINGLE INSPECTION FRAMEWORK

- 5.1 Since the last meeting of the Panel the Council has been inspected under Ofsted's Single Inspection Framework which judges the Council's performance with regard to Safeguarding and Child Protection, our Adoption Service, Services for Looked after Children and Care Leavers and the leadership and management of children's services in the locality.
- 5.2 A nine strong team of inspectors visited the borough between 12th June and 7th July. Their programme over the four weeks was as follows:
- 5.3 WEEK 1 – Children in need of help or protection; Private Fostering ; Looked After Children; Children at Risk of Sexual Exploitation; Children Missing from Home or Care. Local Authority to audit 20 cases.
- 5.4 WEEK 2 – Inspectors review the 20 cases and track a further 6; review of 300+ required documents
- 5.5 WEEK 3 – Continue lines of enquiry from weeks one and two; identify further cases for review, plus inspections of Adoption, LAC and Care Leaves; partnership work and a separate review of the Safeguarding Children's Board.
- 5.6 WEEK 4 – Fostering; the Education of Care Leavers and continued lines of enquiry from previous weeks.
- 5.7 During the inspection the inspectors interviewed 206 individuals, including social workers, strategic officers and managers, the Lead Member, parents, carers, children and young people. Inspectors audited, tracked, reviewed and reported back on the quality of at least 162 cases and looked at others uncounted, we also provided Ofsted with 429 evidential/strategic documents in our portfolio.
- 5.8 Their inspection findings were positive but remain confidential until the moderation process has been completed with our report expected to be published in early September.

6. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1 No specific implications from this report.

7. LEGAL AND STATUTORY IMPLICATIONS

- 7.1 No specific implications from this report.

8. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 8.1 No specific implications from this report

9. CRIME AND DISORDER IMPLICATIONS

- 9.1 No specific implications from this report.

10. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

- 10.1 No specific implications from this report.

11. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

11.1 N/A

12. BACKGROUND PAPERS

12.1 None

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Committee: Children and Young People Overview and Scrutiny Panel

Date: 24 July 2017

Agenda item:

Wards: All

Subject: Merton Children's Services: Glossary of terms

Lead officer: Yvette Stanley, Director of Children Schools and Families (020 8545 3251)

Lead member: Councillor Katy Neep; Councillor Caroline Cooper-Marbiah..

Forward Plan reference number: n/a

Contact officer: Naheed Chaudhry, Service Manager Policy, Planning and Performance
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Recommendations:

- A. That the Children and Young People's Overview and Scrutiny Panel note the Merton Children's Services Glossary of terms in Appendix A
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1 PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1. The purpose of this report is to provide Councillors with an 'A to Z Glossary of terms' commonly used by children's services. This glossary can be found in Appendix A.

2 DETAILS

- 2.1. The glossary was first presented in February 2013 following a request made by the Children and Young People's Overview and Scrutiny Panel on 15 January 2013. The glossary has been updated regularly since then with this report presenting an updated version of the glossary of all key terms as at July 2017.
- 2.2. Appendix A provides an A to Z explanation of terms, acronyms and jargon commonly used by Children Schools and Families department professionals.
- 2.3. The glossary will continue to be updated and re-circulated to Councillors as and when required.

3 ALTERNATIVE OPTIONS

- 3.1. None for the purposes of this report

4 CONSULTATION UNDERTAKEN OR PROPOSED

- 4.1. None for the purposes of this report

5 TIMETABLE

- 5.1. None for the purposes of this report

6 FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 6.1. None for the purposes of this report

7 LEGAL AND STATUTORY IMPLICATIONS

- 7.1. None for the purposes of this report

8 HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

8.1. None for the purposes of this report

9 CRIME AND DISORDER IMPLICATIONS

9.1. None for the purposes of this report

10 RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS

10.1. Not for the purposes of this report

11 APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT

- Appendix A - Merton Children's Services: Glossary of terms (July 2017)

12 BACKGROUND PAPERS

12.1. Children and Young People's Overview and Scrutiny Panel, Merton Children's Services: Glossary of terms, January 2013.

Appendix A. Merton Children's Services: Glossary of terms (July 2017)		
Acronym/jargon	In full	Brief description (where necessary)
903		See 'SSDA 903'.
AA	Authorised absence	Absence from school authorised by the school - either the child is too ill to attend or the school has given advance permission. See also 'UA'.
Acacia Centre		Community Centre in Mitcham offering a range of activities for all ages. It is the location of one of Merton's children's centres, and the adventure playground. See also 'APG' and 'Children's Centre'. Formally known as the Intergenerational Centre
Academy	Academy schools	Publicly funded schools which operate outside of local authority control, described by government as independent state-funded schools.
ADCS	Association of Directors of Children's Services	National leadership association in England for statutory directors of children's services and other children's services professionals in leadership roles.
ALDCS	Association of London Directors of Children's Services	Pan-London body representing all of London's statutory Directors of Children's Services.
Alternative Education		Education provided to children who cannot attend a mainstream or special maintained school.
Annex A	The Ofsted Single Inspection, Annex A data and documentation. (see also Single Inspection)	The Ofsted Single inspection framework requires all local authorities to produce comprehensive child level data and a set of supporting documents for presentation to inspectors in week one of the inspection.
APG	Adventure Playground	Play area offering children and young people opportunities for supervised adventurous play.
APS	Average point score	In education the conversion of attainment levels to scores; applies to a school or individual pupil.
ARP	Additionally Resourced Provision	Discrete resource in schools to support children with a Statement of Special Educational Need. See also 'Statement'.
ART	Access to Resources Team	Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division, responsible for commissioning placements for looked after children and certain pupils with SEN. See also 'SEN'.
ASC	Adult social care	
ASD	Autistic Spectrum Disorder	Type of Special Educational Need in the 'Communication and Interaction Needs' category. See also 'SEN'.
BAAF	British Association of Adoption and Fostering	London-based charity offering resources for those wishing to adopt, and to professionals working in adoption.
BAME	Black, Asian and Minority Ethnic	Terminology used to describe people of non-white descent. See also 'BME'.
BASW	The British Association of Social Workers	The professional association for Social Workers the UK.
BESD	Behaviour, Emotional and Social Difficulty	Category of Special Educational Need. See also 'SEN'.
BME	Black and Minority Ethnic	Terminology used to describe people of non-white descent. See also 'BAME'.
Bond Road	Bond Road Family Centre	Team within the MASH and Child Protection [Service], delivering family support services. See also 'MASH and Child Protection'
BRAG	Blue, Red, Amber, Green	System of prioritising referrals to Merton's Multi Agency Safeguarding Hub (MASH) - Blue (no significant concern), Green (low level concern), Amber (significant concern but immediate action not required), Red (immediate action required). See also 'MASH'.
Brightwell	Brightwell Respite Care House	Merton's residential care home offering specialist care for children with complex needs, severe learning disabilities and autism including overnight, after school, weekend and school holiday short breaks. See also 'Short Breaks'.
C&F Act	Children and Families Act 2014	Far reaching changes to child and family law which aims to improve: protection of vulnerable children, support for children in care (including extending care to age 21), the adoption system, the system of support for children with special educational needs and disabilities, support for children whose parents are separating, and help for parents to balance work and family life.
C4EO	The Centre for Excellence and Outcomes in Children and Young People's Services	Collaborative centre that gathers and shares the best available knowledge and evidence of 'what works' to contribute to improving outcomes for children, young people and their families.
CAF	Common Assessment Framework	Assessment tool used across the children's workforce to help practitioners develop a shared understanding of a child or young person's needs so that they can be met quickly and effectively. See also 'CASA'.
Cafcass	Children and Family Court Advisory and Support Service	National non-departmental public body which advises family courts and supports children in the court process.
CAIT	Child Abuse Investigation Team	Metropolitan Police Service responsible for investigating child abuse cases.
CAMHS	Child and Adolescent Mental Health Service	Service for children and adolescents who are experiencing mental health problems
CareFirst		Former management information system for Merton Children's Social Care, before the introduction of Mosaic. See also Mosaic

CASA	Common and Shared Assessment	Updated version of the Common Assessment Framework to be implemented in Merton Children's Services from April 2013. See also 'CAF'.
CCG	(Merton) Clinical Commissioning Group	Merton Clinical Commissioning Group is responsible for planning and buying healthcare services for the people who live or work in the borough; made up of local GPs and health professionals.
CES	Corporate Equalities Scheme/ Strategy	Merton Council's Strategy to promote equality across race, gender, disability, age, sexual orientation and religion and belief. Titled as a 'Scheme' from 2010-2013, and as a 'Strategy' from 2013.
Children Act 1989		Act, relating to children, with a wide range of provisions including local authority responsibilities for providing services for children in need (CIN), children requiring protection, and LAC. See also 'LAC' and 'CIN'.
Children Act 2004		Act which makes provision for a children's commissioner and for Directors of Children's Services.
Children's Centre		Early years service for children aged 0-5 and their families offering childcare, family support and child health services.
Children's Trust Board		Local multi-agency body responsible for the governance of a wide range of services for children and young people.
CIB	Continuous Improvement Board	Board within Children, Schools and Families Department which drives continuous improvement across children's services. See also 'Continuous Improvement'.
CIC	Children in Care	See 'LAC'.
CICC	Children in Care Council	Forum for looked after children and young people to discuss their needs and views and inform service planning and delivery. See also 'LAC'.
CIN	Child(ren) in Need	Defined by the Children Act 1989 as children aged under 18 needing local authority services to achieve or maintain a reasonable standard of health or development, and/or to prevent significant or further harm to health or development, and/or are disabled.
CLA	Children Looked After	See 'LAC'.
CLCH	Central London Community Health Care NHS Trust	The commissioned provider of community health services in Merton for children, young people and families including: health visiting; school nursing; speech and language therapy; physiotherapy; occupational therapy.
CME	Children missing from education	Child of statutory school age who is not registered at an educational provision; not registered as being 'educated other than at school' (e.g home schooling); out of education for more than 20 calendar days.
Continuous Improvement		Management culture in Merton's children's services which seeks to continuously improve processes and services, informed by performance management, inspection outcomes, research, and best practice.
Contracts and School Organisation		Service area in the Children, Schools and Families Department, Education Division.
Corius		Business analysis and reporting tool software.
CP	Child Protection	Activity undertaken to protect specific children who are suffering, or are likely to suffer, significant harm. This is part of the broader remit of children's safeguarding. See also 'Safeguarding'.
CPC	Child Protection Conference	Case conference held following a Child Protection investigation, to enable professionals in the case to assess the information and plan how to safeguard and promote the welfare of the child.
CPD	Continuing Professional Development	Training and development for those working in children's services including schools.
CPP	Child Protection Plan	Plan detailing how a child will be protected and their health and development promoted; written and managed by the professionals working with the child and family.
CQC	Care Quality Commission	Responsible for ensuring that hospitals, care homes, GPs, dentists and home based services meeting national standards; this is done by inspecting services and publishing findings.
CRB	Criminal Records Bureau	National body which carries out checks on people working with children.
CSC	Children's Social Care	Shortened term for the Children's Social Care and Youth Inclusion Division in Merton Council's Children, Schools and Families Department.
CSC&YI	Children's Social Care and Youth Inclusion [Division]	Division in Merton Council's Children, Schools and Families Department.
CSE	Child Sexual Exploitation	Exploitative situations, contexts and relationships where young people (or a third person or persons) receive 'something' (e.g. food, accommodation, drugs, alcohol, cigarettes, affection, gifts, money) as a result of them performing, and/or another or others performing on them, sexual activities.
CSF	Children, Schools and Families [Department]	Department in Merton Council responsible for children's social care and education.
CSP	Commissioning, Strategy and Performance [Division]	Former 'Division' in Merton Council's Children, Schools and Families Department.

CTB	Children's Trust Board	See 'Children's Trust Board'.
CVA	Contextual Value Added	Statistic which shows the progress children have made whilst attending a particular school, which takes into account the circumstances of children attending the school including their age, gender, ethnicity, and economic background.
CWD	Children with Disabilities	Children with disabilities are children 'in need' as defined by section 17(10(c)) of the Children Act 1989 and are entitled to a range of support services depending on their circumstances.
CYP	Children and young people	
CYPP	Children and Young People's Plan	Multi-agency document setting out the priorities of the Children's Trust to commission and provide services for children and young people. See also 'Children's Trust Board'.
CYPWBM	Child and Young Person Wellbeing Model	Framework used across Merton's Children's Trust to identify need and secure appropriate services. See also 'Children's Trust Board'.
DfE	Department for Education	Government department for education and children's social care since 2010.
DfES	Department for Education and Skills	Government department 2001-2007.
DV	Domestic Violence	Any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality
Early Help		Working Together to Safeguard Children 2013 states that 'early help' is providing support as soon as a problem emerges, at any point in a child's life, from the foundation years through to the teenage years. Early help is more effective in promoting the welfare of children than reacting later. See 'Working Together'.
Early Years and Children's Centres		Service area in the Children, Schools and Families Department, Education Division.
Ebacc	English Baccalaureate	Introduced in 2010 as a performance measure recognising where pupils have secured a C grade or better across a core of academic subjects – English, mathematics, history or geography, the sciences and a language.
ECCA	Equalities and Community Cohesion Action [Group] or [Plan]	Merton's Children, Schools and Families Department working group and strategy which promotes equality of service delivery and access across race, gender, disability, age, sexual orientation and religion and belief.
ECM	Every Child Matters	Framework of outcomes, introduced by the previous government, that are key to well-being in childhood - be healthy, stay safe, enjoy and achieve, positive contribution, and economic well-being (DfES 2004). See also 'DfES'
Education [Division]		Division in Merton Council's Children, Schools and Families Department.
Education Inclusion		Service area in the Children, Schools and Families Department, Education Division.
EET	Education, Employment and Training	Term used in relation to monitoring the number of young people aged 16-18 who are in education, training or employment. See also 'NEET'.
EFA	Education Funding Agency	Department for Education's delivery agency providing revenue and capital funding for education for learners between the ages of 3 and 19, or up to 25 for those with learning difficulties and disabilities. Also responsible for the delivery of building and maintenance programmes for schools, academies, Free Schools and sixth-form colleges.
EGYV	Ending Gang and Youth Violence	Used to refer to the national Home office team or the cross Government Report (November 2011) on the causes of gang and youth violence and proposal for prevention. Used locally to refer to the EGYV peer review process.
EHC plan	Education, Health and Care Plan.	From 1 September 2014 the system of statutory support and assessment for children and young people age 0-25 with Special Educational Needs and Disabilities, brought about by the Children and Family Act 2014. The EHC plan replaces the SEN Statement and the Learning Difficulty Assessment. See also 'C&F Act', 'statement' and 'LDA'
EI	Early Intervention	See 'EIS'
EIP	Early Intervention and Prevention	See 'EIS'
EIS	Early Intervention Services	Providing support services at an early stage to improve outcomes for children and families and prevent the need for the involvement of more specialist services at a later stage. In Merton we have replaced this term with Early Help. See also 'Early Help'.
Enhanced	Enhanced level service	Service provided to children and families assessed as being at the enhanced level of need (medium level) on the Merton Well Being Model. See also 'MWBM'.
EOTAS	Educated other than at school	Education which takes place outside of a formal school setting.

EPS	Education Psychology Service	Team within the Special Educational Needs and Disabilities Integrated Service responsible for the statutory assessment and statementing procedures for children with special educational needs (SEN). See also 'SEN'.
ESF	European Social Fund	European Union funding for initiatives which improve employment opportunities and help raise standards of living.
ETE	Employment, Training and Education [Team]	Team within Family and Adolescent Services, supporting young people at risk of not engaging with education, training or employment. See also 'Family and Adolescent Services'.
EWS	Education Welfare Service	Team within the Education Inclusion Service area primarily responsible for the support and management of school attendance. See also 'Education Inclusion'.
Exclusion		When a school 'excludes' a child from attending on disciplinary grounds, through the procedure set out in the 2002 Education Act and related Government Guidance. See also 'Fixed Term Exclusion' and 'Permanent Exclusion'.
Extranet		Internal web based system for schools and early year's settings.
EYFS	Early Years Foundation Stage	Set of learning and development requirements to be delivered by schools and childcare settings from age 2-5 (end of reception year in school).
EYFSP	Early Years Foundation Stage Profile	Formal assessment of a child's learning and development at the end of the Reception year. See also 'Reception' and 'EYFS'.
Family and Adolescent Service and CWD	Family and Adolescent Service and Children with Disabilities	Service area in the Children, Schools and Families Department, Social Care and Youth Inclusion Division.
FAS	Family and Adolescent Service	see Family and Adolescent Service and CWD
FDAC	Family Drug and Alcohol Courts	The Family Drug and Alcohol Court (FDAC) is run by Coram and the Tavistock and Portman NHS Foundation Trust. FDAC is a new way of dealing with care proceedings when parental substance misuse causes harm to children.
FE	Further Education	Education offered by sixth forms and colleges beyond the statutory school age.
FGM	Female Genital Mutilation	Procedures that intentionally alter or cause injury to the female genital organs for non-medical reasons. It has no health benefits for girls or women, can lead to serious health problems, and is a violation of their human rights.
Fixed Term Exclusion		When a school 'excludes' a child from attending for a specific period of time. This can be for one or more periods, and for up to 45 days, in one academic year. See also 'Exclusion' and 'Permanent Exclusion'.
FOI	Freedom of Information	Request made to the local authority for information under the Freedom of Information Act 2000.
FR	First Response Social Work Team	Through the MASH process, the team to which cases are referred when there is a significant child protection concern. See also 'MASH'.
Free schools		Schools which are set up by groups of parents, teachers, charities, trusts, religious and voluntary groups and which are then established as academies and funded as such. See also 'academies'.
FSD	Family Services Directory	Merton website which provides details of a broad range of services for families in Merton. See also 'Local Offer'.
FSM	Free School Meals	Free school meals are provided for children whose families are in receipt of benefits such as income support or income based job seeker's allowance
FSP	[Early Years] Foundation Stage Profile	See 'EYFSP'.
FTE	First Time Entrant (to Youth Justice)	Young person who commits an offence and enters the youth justice system for the first time.
FTE	Full Time Equivalent	Term used in school finance to count the number of pupils who attend full time, calculated as 25 hours per week.
HE	Higher Education	Commonly used to refer to post-18/19 education in Universities or colleges.
HFP	Helping Families Programme	A model used in the Transforming Families Team which takes a systemic approach to supporting high risk complex families' working in partnership with the family to 'ensure a shared and common purpose, from the very first contact. See also TF.
HI	Hearing Impairment	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
HV	Health Visitor	Qualified nurse or midwife primarily providing health and support services to new parents and pre-school children.
ICPC	Initial Child Protection Conference	First Case Conference held when there has been a child protection investigation. See also 'CPC'.
IDACI	Income Deprivation Affecting Children Index	Measure, in a local area, of the proportion of children under the age of 16 that live in low income households.
IEP	Individual Education Plan	Individualised plan for learning for children with Special Education Needs or Disability.
IGC	Intergenerational Centre	Former name of the Acacia Centre. See also 'Acacia Centre'.
IMD	Indices of Multiple Deprivation	Measure of the level of deprivation in an area.

IRO	Independent Reviewing Officer	Responsible for quality assuring the care planning process for looked after children (LAC) and children with a child protection plan (CPP), and ensuring that his/her current wishes and feelings are given full consideration. See also 'LAC' and 'CPP'.
IYSS	Integrated Youth Support System	Database which tracks young people's (aged 16-19) engagement in education, training and employment. See also 'EET' and 'NEET'.
Joint Commissioning and Partnerships [Service]		Service area co-located in the Children, Schools and Families Department and Merton Public Health.
JSNA	Joint Strategic Needs Assessment	Assessment of the current and future health and social needs of people living in Merton to help inform commissioners of health and care services to best meet those needs
Joint Targeted Area Inspections	Joint Targeted Area Inspections	Joint Targeted Area Inspections (JTAI) of arrangements and services for children in need of help and protection in local authority areas in England. These inspections are undertaken by Ofsted, the Care Quality Commission (CQC), Her Majesty's Inspectorate of Constabulary (HMIC) and Her Majesty's Inspectorate of Probation (HMI Probation). See also: Single Inspection and Targeted Local Authority Inspection
JTAI	Joint Targeted Area Inspections	See: Joint Targeted Area Inspections
KS1	Key Stage 1	Legal term for schooling in maintained primary schools during Year 1 and Year 2.
KS2	Key Stage 2	Legal term for schooling in maintained primary schools during Years 3-6.
KS3	Key Stage 3	Legal term for schooling in maintained secondary schools during Years 7-9.
KS4	Key Stage 4	Legal term for schooling in maintained secondary schools during Years 10-11.
LA	Local authority	
LAC	Looked After Children	Child who is looked after by the state. This includes those who are subject to a care order or temporarily classed as looked after on a planned basis for short breaks or respite care. The term is also used to describe 'accommodated' children and young people who are looked after on a voluntary basis at the request of, or by agreement with, their parents.
Permanency LAC and Care Leavers	Permanency, Looked After Children and Care Leavers	Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
LADO	Local Authority Designated Officer	Local authority officer in children's social care who is responsible for managing child protection allegations against people who work with children in the local authority area.
LBM	London Borough of Merton	
LDA	Learning Difficulty Assessment	Assessment setting out the additional learning support a young person will need when continuing into post-16 education or training. Replaced by Education, Health and Care Plans from 1 September 2014. See also 'EHC' plan.
LDD	Learning Difficulties and Disabilities	Term used to refer to individuals or groups of learners who have either a learning difficulty in relation to acquiring new skills or who learn at a different rate from their peers.
LGFL	London Grid for Learning	Consortium of the 33 London local authorities and 2,500 schools working together to provide extensive and cost effective ICT services.
LiR	Learning Improvement Review	A review of a serious case, that does not meet the statutory threshold for a Serious Case Review (SCR), but where it is indicated that analysis of the case will provide a 'window' into the multi-agency safeguarding system, and inform improvements. See also SCR.
Local Offer		Merton website of information about the special educational provision for children and young people with SEN which the local authority expects to be available. This is a statutory duty of the local authority under the Children and Families Act 2014. See also 'C&F Act' and 'FSD'
LSCB	Local Safeguarding Children Board	See 'MSCB'.
MAPPA	Multi-Agency Public Protection Arrangements	Arrangements for the management, by the responsible authorities, (Probation, Prison Service and the Police) of registered sex offenders, violent and other types of sexual offenders, and offenders who pose a serious risk of harm to the public.
MARAC	Multi-Agency Risk Assessment Conference	Multi-agency meeting where information is shared on the borough's highest risk domestic abuse cases.
MASH	Multi-Agency Safeguarding Hub	Single point of contact to children's services where there is a concern about a child and their family. Staff in the MASH are from a range of agencies - children's social care, police, health, education - and combine their knowledge to make the most appropriate and informed decisions to keep children safe from harm.
MASH and Child Protection		Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
MEP	Merton Education Partnership	Formal collaboration of Merton state schools to ensure the best educational outcomes for children and young people through school to school support and joint procurement.

MI	Motivational Interviewing	to support engagement and An approach to counselling work with adolescents and families to facilitate behaviour change.
MLD	Moderate Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
MOPAC	Mayor's Office for Policing and Crime	Function of Mayor of London. Funding source.
Mosaic		Management information system for Merton Children's Social Care, before the introduction of Mosaic
MSCB	Merton Safeguarding Children Board	Merton's Local Safeguard Children Board which ensures good and robust systems to safeguard children. See also 'safeguarding'.
MSI	Merton School Improvement [Service]	Service area in the Children, Schools and Families Department, Education Division.
MSI	Multi-Sensory Impairment	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
MST	Multi Systemic Therapy	Intensive family therapy in the home to young people with complex clinical, social and educational problems with the aim of preventing family breakdown.
MVSC	Merton Voluntary Sector Council	Support and advice to the voluntary and community sector in Merton.
MWBM	Merton Well Being Model [alternative for CYPWBM]	Framework used across Merton's Children's Trust to identify need and secure appropriate services. See also 'Children's Trust Board'.
MYP	Merton Youth Parliament	Forum for young people aged 11 – 19 years (or 25 for disabled young people) which ensures that young people's views are listened to and inform decisions about service developments.
NC	National Curriculum	Set of subjects and standards used by primary and secondary schools so children learn the same things. It covers what subjects are taught and the standards children should reach in each subject.
NEET	Not in Education, Employment or Training	Term used in relation to monitoring the number of young people aged 16-18 who are not in education, training or employment. See also 'EET'.
NFA	No Further Action	Decision made about a case that is referred to the MASH process, where it is decided that there is no child protection concern. See also 'MASH'.
NQSW	Newly Qualified Social Worker	Social worker who is in the first two years of post-qualification.
NQT	Newly Qualified Teacher	New teacher's three-term period of assessment, usually completed in a single school year.
NRPF	No recourse to public funds	People who are subject to immigration control and have no entitlement to welfare benefits, Home Office support for asylum seekers or public housing.
NtG	Narrowing the Gap	Programme hosted by the Local Government Association which aimed to 'Narrow the Gap' in outcomes between vulnerable and excluded children and others, against a context of improving outcomes for all
NVQ	National Vocational Qualification	Work based awards that are achieved through assessment and training.
Ofsted	Office for Standards in Education, Children's Services and Skills	Regulatory body for services which care for children and young people, and those providing education and skills for learners of all ages.
OMP	Offender Management Panel	Multi agency panel that manages young people and adults who are a concern in the borough, as they are at a high risk of reoffending, and causing serious harm.
ONS	Office for National Statistics	UK's largest independent producer of official statistics and the recognised national statistical institute of the UK.
OTH	Other difficulty/disability	Type of Special Educational Need. See also 'SEN'.
PA	Persistent Absence	When a pupil is absent from school for 15% or more of the academic year.
PD	Physical Disability	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
PEP	Personal Education Plan	Individualised plan for learning for looked after children. See also 'LAC'.
Permanent Exclusion		When a child is excluded permanently from school and removed from the school roll. See also 'Exclusion' and 'Fixed Term Exclusion'.
PF	Private fostering	Private fostering is when a child under the age of 16 (under 18 if disabled) is cared for by someone who is not their parent or a 'close relative'. This is a private arrangement made between a parent and a carer, for 28 days or more. Close relatives are defined as step-parents, grandparents, brothers, sisters, uncles or aunts (whether of full blood, half blood or marriage/affinity).
PH	Public Health	The responsibility for public health is now in local authorities. The Public Health team in Merton work closely in partnership with the support of Merton Clinical Commissioning Group. See also 'CCG'.
PI	Performance Indicator	Measure of success of activities within an organisation or service. These will include measure of process, quality, outcome, perception and value for money.
PLO	Public Law Outline 2014	Children and Families Act 2014 makes changes to Part 12 of the Family Procedure Rules 2010 and requires that all care proceedings are completed within a maximum of 26 weeks. See also 'C&F Act'.
PMLD	Profound and Multiple Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
PPP	Policy, Planning and Performance [Service]	Service area in the Children, Schools and Families Department
PPYPG	Promote and Protect Young People Group	Multi-agency group tasked with identifying and responding to issues of known or suspected child sexual exploitation in Merton

Prevent	Prevent Strategy	The Prevent strategy contains three objectives: to respond to the ideological challenge of terrorism and the threat from those who promote it; to prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support; and to work with sectors and institutions where there are risks of radicalisation that we need to address.
PRU	Pupil Referral Unit	Local authority maintained establishment that provides education for children who are excluded, sick, or otherwise unable to attend a mainstream or special maintained school. See also 'Exclusion'.
PSHE	Personal, Social and Health Education	Part of the national curriculum in secondary schools, a planned programme of education aimed at equipping young people with the knowledge, understanding, attitudes and practical skills to live healthily, safely, productively and responsibly. See also 'NC'.
PVI	Private, Voluntary and Independent [Sector]	Term used to describe organisations outside of the local authority. Commonly used in reference to nurseries and schools.
QA	Quality Assurance	Assessing the quality of service delivery by a standard set of criteria, or 'quality framework'.
QAPD	Quality Assurance and Practice Development	See Quality Assurance and Practice Development.
Quality Assurance and Practice Development		Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
RAG	Red, Amber, Green	Rating system used to identify the level of success achieved against a performance measure.
RCPC	Review Child Protection Conference	Case conference which is held within 3 months of the Initial Child Protection Conference. See also 'CPC' and 'ICPC'.
Reception		First year of statutory schooling, which in Merton begins in the September of the academic year in which the child turns age 5.
RI	Racist incidents	Incidents in schools, recorded by schools and reported to the local authority, involving racist bullying/ racism.
RPA	Raising Participation Age	Increasing the age to which all young people in England must continue in education or training, requiring them to continue until the end of the academic year in which they turn 17 from 2013 and until their 18th birthday from 2015.
S17	Section 17	Section 17 of the Children Act 1989 which covers Children in Need (CIN).
S47	Section 47	Section 47 of the Children Act 1989 which covers Children suffering or likely to suffer, significant harm.
Safeguarding		Range of activities which seek to: protect children from maltreatment; prevent impairment of children's health or development; and ensure children are growing up in circumstances consistent with the provision of safe and effective care. See also 'Child Protection'.
Safeguarding, Standards and Training	Safeguarding, Standards and Training [Service]	Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
SaLT	Speech and Language Therapy	Assessment and treatment of speech, language and communication problems in children and young people to enable them to communicate to the best of their ability.
School Action (A)		Support in school for a child with learning difficulties who is not making progress. This may involve extra teachers, different learning materials, special equipment or a different teaching strategy. This term has been replaced with 'School Support' since the provisions of the Children and Families Act 2014 came into force. See also 'School Support'.
School Action Plus (P)		Process of support implemented when 'School Action' has not been able to help a child with learning difficulties to make adequate progress. At this level the school will seek external advice from agencies including the local authority support services, health services and children's social care. This term has been replaced with 'School Support' since the provisions of the Children and Families Act 2014 came into force. See also 'School Support'.
School Support		Support in school for a child with learning difficulties who is not making expected progress, but who does not meet the threshold for an Education, Health and Care Plan. See also 'EHC Plan'.
SCR	Serious Case Review	In some instances where a child has suffered harm, a serious case review is carried out to see what lessons can be learnt about how local professionals and organisations worked together and to make recommendations so that the welfare of children is better protected in future. See also LiR
SDQ	Strengths and difficulties questionnaire	Completed by the main carer of a looked after child, and used in the local authority data collection on the emotional health and well-being of looked after children. This data is submitted to the Department for Education as part of the SSDA 903 return. See also 'SSDA 903'.
SEAL	Social and Emotional Aspects of Learning	Programme in schools which implements a holistic approach to promoting the social and emotional skills that underpin effective learning, positive behaviour, regular attendance, staff effectiveness and the emotional health and well-being of all who learn and work in school.

SEF	Self Evaluation Framework	Framework by which an organisation, service or team can evaluate their own performance. Also often used to refer to the document which is produced as a result of undertaking a 'self evaluation' of the organisation, service or team in readiness for an inspection.
SEN	Special Educational Needs	Pupils who have a significantly greater difficulty in learning than the majority of pupils of their age, or have a disability which means that they cannot make full use of the general educational facilities provided for pupils of their age.
SEND	Special Educational Needs and Disabilities.	Term used to describe children and young people with SEN (see 'SEN') and disabilities (see 'CWD').
SENDIS	Special Educational Needs and Disabilities Integrated Service	Service area in the Children, Schools and Families Department, Education Division.
SGO	Special Guardianship Order	Secures permanent care for a child by a family member, such as grandparent, aunt or uncle, while maintaining a legal relationship with the birth family.
Short Breaks		Previously known as 'respite care' short breaks give children and young people with disabilities the chance to do something they enjoy, while giving parents time away from caring.
Single Inspection	The Ofsted inspection of services for children in need of help and protection, children looked after and care leavers (single inspection framework) and reviews of Local Safeguarding Children Boards	
SLA	Service Level Agreement	Formal document that defines a working relationship between parties to a service contract.
SLCN	Speech, Language and Communication Needs	Type of Special Educational Need in the 'Communication and Interaction Needs' category.
SLD	Severe Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
SMART Centre (The)		See 'PRU'.
SN	Statistical neighbours	Local authorities who have a similar demographic profile to the London Borough of Merton, and thus make useful comparators to Merton.
SOA	Super output area	Set of geographical areas, (defined after the 2001 Census) of consistent size, whose boundaries will not change, suitable for the publication of data such as the Indices of Deprivation (IMD). See also 'IMD'.
SoS	Signs of Safety	A strengths-based, safety-organised approach to child protection casework used across Merton's children's services.
Safeguarding and Care Planning		Service area in the Children, Schools and Families Department, Children's Social Care and Youth Inclusion Division.
Specialist	Specialist level service	Service provided to children and families assessed as being at the specialist level of need (highest level) on the Merton Well Being Model. See also 'MWBM'.
SpLD	Specific Learning Difficulty	Type of Special Educational Need in the 'Cognition and Learning Needs' category. See also 'SEN'.
SPA	Merton's Single Point of Access for Child and Adolescent Mental Health Services	Merton Single Point of Access is the one point of access for professionals seeking a referral for Child and Adolescent Mental Health Services.
SSDA 903		Annual statistical return to the Department for Education about children looked after children. See also 'LAC'.
STA	Standards and Testing Agency	Executive agency of the Department for Education, now responsible for the development and delivery of all statutory assessments from early years to the end of Key Stage 3. See also 'Key Stage 3'
Statement	Statement of Special Educational Needs	Document setting out the needs of a child with a learning difficulty and specifying the extra help they should get to meet these needs. Replaced by Education, Health and Care Plans from 1 September 2014. See also 'EHC' plan.
Supporting Families Team		Team within the Early Years and Children's Centres Service, delivering 'enhanced' level services to children aged 0-5. See also 'Early Years and Children's Centres' and 'Enhanced'.
Tightrope (Model)		A tool used by Merton's Youth Justice Team which supports workers to engage young people in discussions to identify concerns and strengths.
SWLSEP	South West London School Effectiveness Partnership	Partnership between the London boroughs of Kingston, Merton, Richmond, Sutton, Wandsworth and Croydon to support their capacity for school improvement, through co-operation and joint project work.
TA	Teacher assessments	Judgement made by teachers on a pupil's progress and performance made at the end of Key Stage 2 and 3. See also 'Key Stage 2' and 'Key Stage 3'.
TAC	Team Around the Child	Multi-disciplinary team of practitioners established on a case-by-case basis to support a child, young person or family, using the common assessment framework. See also 'CAF' and 'CASA'.
TAF	Team Around the Family	See 'TAC'.
TaMHS	Targeted Mental Health in Schools	School based project aiming to improve the mental and emotional health in children and young people, focussing on both staff training, and interventions with pupils.

Targeted Local Authority Inspection	Targeted Local Authority Inspection	A 'deep dive' inspection by Ofsted in a local authority where there are concerns, or where there is effective practice which other Local Authorities could learn from. This focuses on children who are at risk of a specific type (or types) of harm, or the support and care of children looked after and/or care leavers. See also: Single Inspection, Joint Targeted Area Inspection, DV, and CSE.
TASC	Team for Autistic Spectrum and Communication Conditions	Team within the Special Educational Needs and Disabilities Integrated Service responsible for supporting children living in Merton who have a diagnoses of Autistic Spectrum Disorder, or communication disorder, and who are attending mainstream schools.
TF	Transforming Families	Merton's implementation of the national Troubled Families Initiative, which aims to address persistent worklessness, offending and anti social behaviour in families, and low school attendance. In Merton this type of intensive work with families was previously delivered by FIP (Family Intervention Project).
Think Family		A whole family approach to interventions to support and improve outcomes for children and young people. This is also a key priority in the MSCB Business Plan: Think Family – to support children and adults in our most vulnerable families to reduce risk and ensure improved outcomes. See also: MSCB
TP	Target operating model	A statement of how an organisation will deliver its services within a certain structure at a future point in time.
TP	Teenage pregnancy	Service responsible for delivering advice and guidance to young people on contraception and sexual health, sex and relationships and support to pregnant teenagers and teenage parents.
UA	Unauthorised absence	Absence from school not authorised by the school. See also 'Authorised Absence'.
UASC	Unaccompanied asylum seeking children	
Universal	Universal level service	Service provided to children and families assessed as being at the universal level of need (lowest level) on the Merton Well Being Model. See also 'MWBM'.
UPN	Unique Pupil Number	Unique identifying number assigned to school pupils.
URN	Unique Reference Number	Unique identifying number assigned educational establishments.
VA	Value Added	See 'CVA'
VAWG	Violence Against Women and Girls	
VBS	Virtual Behaviour Service	Team within the Education Inclusion Service area supporting pupils with behaviour problems in school. See also 'Education Inclusion'.
VCS	Voluntary and Community Sector	Organisations and community groups with charitable objectives providing not for profit services.
VCT	Vulnerable Children Team	Team within the MASH and Child Protection [Service], delivering 'enhanced' level services to children aged 5-18. See also 'MASH and Child Protection' and 'Enhanced'.
VI	Visual Impairment	Type of Special Educational Need in the 'Sensory and/or Physical Needs' category. See also 'SEN'.
Virtual School for LAC	Virtual School for Looked After Children	Team within the Merton School Improvement Service area supporting the educational attainment of Merton's looked after children. See also 'LAC'.
VRQ	Vocationally Related Qualifications	Widely recognised professional qualifications, enabling learners to improve their knowledge, skills and understanding of specific areas of employment.
VS	Virtual School for Looked After Children	See 'Virtual School for LAC'.
Working Together	Working Together to Safeguard Children (March 2013): A guide to inter-agency working to safeguard and promote the welfare of children.	Department for Education statutory guidance.
YA	Young Advisors	Merton Young Advisors are teams of young people aged between 13 – 19 who are trained and supported to work with community leaders and decision makers to ensure that young people participate in community life, and inform local decision making and service developments.
YISP	Youth Inclusion Support Panel	Panel which identifies and supports young people, aged 8 to 13 who are at a high risk of offending and antisocial behaviour.
YJB	Youth Justice Board	Executive non-departmental public body overseeing the youth justice system in England and Wales. It works to prevent offending and reoffending by children and young people under the age of 18, and ensures that custody for them is safe, secure, and addresses the causes of their offending behaviour.
YJS	Youth Justice Service	Team within Family and Adolescent Services. See also 'Family and Adolescent Services'.
YMT	Young Merton Together	Bi-monthly web based publication for Merton's Children's Trust.
YOT	Youth Offending Team	Merton team which is part of the criminal justice system, and also works with young people at early stages of offending, or who may be at risk of crime or anti social behaviour.
YP	Young person	

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Committee:	Children and Young People Overview and Scrutiny Panel
Date:	24 July 2017
Wards:	All
Subject:	Children and Young People Overview and Scrutiny Panel Work Programme 2017/18
Lead officer:	Annette Wiles, Scrutiny Officer
Lead member:	Cllr Dennis Pearce, Chair of the Children and Young People Overview and Scrutiny Panel
Contact officer:	Annette Wiles: annette.wiles@merton.gov.uk , 020 8545 4035

Recommendations:

That members of Children and Young People Overview and Scrutiny Panel:

- i. Consider their work programme for the 2017/18 municipal year, and agree issues and items for inclusion (see draft in Appendix 1);
 - ii. Consider the methods by which the Panel would like to scrutinise the issues/items agreed;
 - iii. Identify a Member to lead on performance monitoring on behalf of the Panel;
 - iv. Identify a Member to lead on budget scrutiny on behalf of the Panel;
 - v. Agree on an issue for scrutiny by a task group and appoint members to the Task Group;
 - vi. Consider the appointment of co-opted members for the 2017/18 municipal year, to sit on the Panel and/or on the Task Group;
 - vii. Consider whether they wish to make visits to local sites; and
 - viii. Identify any training and support needs.
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PURPOSE OF REPORT AND EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to support and advise Members to determine their work programme for the 2017/18 municipal year.
- 1.2 This report sets out the following information to assist Members in this process:
 - a) The principles of effective scrutiny and the criteria against which work programme items should be considered;
 - b) The roles and responsibilities of the Children and Young People Overview and Scrutiny Panel;
 - c) The findings of the consultation programme undertaken with Councillors and co-opted members, Council senior management, voluntary and community sector organisations, partner organisations and Merton residents;
 - d) A summary of discussion by Councillors and co-opted Members at a topic selection workshop held on 20 June 2017; and
 - e) Support available to the Children and Young People Overview and Scrutiny Panel to determine, develop and deliver its 2017/18 work programme.
2. **Determining the Children and Young People Overview and Scrutiny Panel Annual Work Programme**

- 2.1 Members are required to determine their work programme for the 2017/18 municipal year to give focus and structure to scrutiny activity to ensure that it effectively and efficiently supports and challenges the decision-making processes of the Council, and partner organisations, for the benefit of the people of Merton.
- 2.2 The Children and Young People Overview and Scrutiny Panel has a specific role relating to children and young people. This includes education, children's social care, child protection and youth services which should automatically be built into their work programmes.
- 2.3 The Children and Young People Overview and Scrutiny Panel may choose to scrutinise a range of issues through a combination of pre-decision scrutiny items, policy development, performance monitoring, information updates and follow up to previous scrutiny work. Any call-in work will be programmed into the corporate calendar as required.
- 2.4 The Children and Young People Overview and Scrutiny Panel has six scheduled meetings over the course of 2017/18, including the scheduled budget meeting (representing a maximum of 18 hours of scrutiny per year – assuming 3 hours per meeting). Members will therefore need to be selective in their choice of items for the work programme.

Principles guiding the development of the scrutiny work programme

- 2.5 The following key principles of effective scrutiny should be considered when the Panel determines its work programme:
- **Be selective** – There is a need to prioritise so that high priority issues are scrutinised given the limited number of scheduled meetings and time available. Members should consider what can realistically and properly be reviewed at each meeting, taking into account the time needed to scrutinise each item and what the session is intended to achieve.
 - **Add value with scrutiny** – Items should have the potential to 'add value' to the work of the Council and its partners. If it is not clear what the intended outcomes or impact of a review will be then Members should consider if there are issues of a higher priority that could be scrutinised instead.
 - **Be ambitious** – The Panel should not shy away from carrying out scrutiny of issues that are of local concern, whether or not they are the primary responsibility of the Council. The Local Government Act 2000 gave local authorities the power to do anything to promote economic, social and environmental well being of local communities. Subsequent Acts have conferred specific powers to scrutinise health services, crime and disorder issues and to hold partner organisations to account.
 - **Be flexible** – Members are reminded that there needs to be a degree of flexibility in their work programme to respond to unforeseen issues/items for consideration/comment during the year and accommodate any developmental or additional work that falls within the remit of this Panel. For example Members may wish to question officers regarding the declining performance of a service or may choose to respond to a Councillor Call for Action request.
 - **Think about the timing** – Members should ensure that the scrutiny activity is timely and that, where appropriate, their findings and recommendations inform wider corporate developments or policy development cycles at a time when they can have most impact. Members should seek to avoid duplication of work carried out elsewhere.

Models for carrying out scrutiny work

2.6 There are a number of means by which the Children and Young People Overview and Scrutiny Panel can deliver its work programme. Members should consider which of the following options is most appropriate to undertake each of the items they have selected for inclusion in the work programme:

Item on a scheduled meeting agenda/ hold an extra meeting of the Panel	<ul style="list-style-type: none"> ■ The Panel can agree to add an item to the agenda for a meeting and call Cabinet Members/ Officers/Partners to the meeting to respond to questioning on the matter ■ A variation of this model could be a one-day seminar-scrutiny of issues that, although important, do not merit setting up a 'task-and-finish' group
Task Group	<ul style="list-style-type: none"> ■ A small group of Members meet outside of the scheduled meetings to gather information on the subject area, visit other local authorities/sites, and speak to service users, expert witnesses and/or Officers/Partners. The Task Group can then report back to the Commission with their findings to endorse the submission of their recommendations to Cabinet/Council ■ This is the method usually used to carry out policy reviews
The Panel asks for a report then takes a view on action	<ul style="list-style-type: none"> ■ The Panel may need more information before taking a view on whether to carry out a full review so asks for a report – either from the service department or from the Scrutiny Team – to give them more details
Meeting with service Officer/Partners	<ul style="list-style-type: none"> ■ A Member (or small group of Members) has a meeting with service officers/Partners to discuss concerns or raise queries. ■ If the Member is not satisfied with the outcome or believes that the Panel needs to have a more in-depth review of the matter they take it back to the Panel for discussion
Individual Members doing some initial research	<ul style="list-style-type: none"> ■ A member with a specific concern carries out some research to gain more information on the matter and then brings his/her findings to the attention of the Panel if s/he still has concerns. ■ A new model of scrutiny review has recently been developed and trialled; a rapporteur review where an individual member undertakes a review with the endorsement of the Panel.

2.7 Note that, in order to keep agendas to a manageable size, and to focus on items to which the Panel can make a direct contribution, the Panel may choose to take some “information only” items outside of Panel meetings, for example by email.

Support available for scrutiny activity

2.8 The Overview and Scrutiny function has dedicated scrutiny support from the Scrutiny Team to:

- Work with the Chair and Vice-Chair of the Panel to manage the work programme and coordinate the agenda, including advising officers and partner organisations on information required and guidance for witnesses submitting evidence to a scrutiny review;
- Provide support for scrutiny members through briefing papers, background material, training and development seminars, etc;
- Facilitate and manage the work of the task and finish groups, including research, arranging site visits, inviting and briefing witnesses and drafting review reports on behalf on the Chair; and

- Promote the scrutiny function across the organisation and externally.
- 2.9 The Children and Young People Overview and Scrutiny Panel will need to assess how it can best utilise the available support from the Scrutiny Team to deliver its work programme for 2017/18.
- 2.10 The Panel is also invited to comment on any briefing, training and support that is needed to enable Members to undertake their work programme. Members may also wish to undertake visits to local services in order to familiarise themselves with these. Such visits should be made with the knowledge of the Chair and will be organised by the Scrutiny Team.
- 2.11 The Scrutiny Team will take the Children and Young People Overview and Scrutiny Panel's views on board in developing the support that is provided.
- 2.12 This year, in response to the results of the scrutiny annual survey, the Scrutiny Team will also explore with chairs and vice chairs the use of external experts and the quality of evidence provided to Panels to understand what else might be done to improve the use of both. This will be done as part of the work programme process.

3. Selecting items for the Scrutiny Work Programme

- 3.1 The Children and Young People Overview and Scrutiny Panel sets its own agenda within the scope of its terms of reference. It has the following remit:
- Children's social care, including child protection;
 - Education, including school standards, special educational needs, the extended schools programme, and the healthy schools initiative;
 - Youth services and youth engagement, including the Youth Parliament, young people 'Not in Education, Employment or Training' (NEET), and the Connexions Service;
 - Youth offending;
 - Children's Centres; and
 - The Children's Trust.
- 3.1.2. The Scrutiny Team has undertaken a campaign to gather suggestions for issues to scrutinise either as agenda items or task group reviews. Suggestions have been received from members of the public, Councillors and partner organisations including the police, NHS and Merton Voluntary Service Council. Issues that have been raised repeatedly at Community Forums have also been included. The Scrutiny Team has consulted departmental management teams in order to identify forthcoming issues on which the Panel could contribute to the policymaking process.
- A description of all the suggestions received is set out in Appendix 2.
- 3.2 The councillors who attended a "topic selection" workshop on 20 June 2107 discussed these suggestions. Suggestions were prioritised at the workshop using the criteria listed in Appendix 3. In particular, participants sought to identify issues that related to the Council's strategic priorities or where there was underperformance; issues of public interest or concern and issues where scrutiny could make a difference.
- 3.3 A note of the workshop discussion relating to the remit of the Panel is set out in Appendix 4.
- 3.4 Appendix 1 contains a draft work programme that has been drawn up, taking the workshop discussion into account, for the consideration of the Panel. The Panel is requested to discuss this draft and agree any changes that it wishes to make.

4. Task group reviews

4.1 The Panel is invited to select an issue for in-depth scrutiny and establish a task group.

5. Co-option to the Panel membership

5.1 Scrutiny Panels can consider whether to appoint non-statutory (non-voting) co-optees to the membership, in order to add to the specific knowledge, expertise and understanding of key issues to aid the scrutiny function. Panels may also wish to consider whether it may be helpful to co-opt people from “seldom heard” groups.

6. Public involvement

6.1 Scrutiny provides extensive opportunities for community involvement and democratic accountability. Engagement with service users and with the general public can help to improve the quality, legitimacy and long-term viability of recommendations made by the Panel.

6.2 Service users and the public bring different perspectives, experiences and solutions to scrutiny, particularly if “seldom heard” groups such as young people, disabled people, people from black and minority ethnic communities and people from lesbian gay bisexual and transgender communities are included.

6.3 This engagement will help the Panel to understand the service user’s perspective on individual services and on co-ordination between services. Views can be heard directly through written or oral evidence or heard indirectly through making use of existing sources of information, for example from surveys. From time to time the Panel/Task Group may wish to carry out engagement activities of its own, by holding discussion groups or sending questionnaires on particular issues of interest.

6.4 Much can be learnt from best practice already developed in Merton and elsewhere. The Scrutiny Team will be able to help the Panel to identify the range of stakeholders from which it may wish to seek views and the best way to engage with particular groups within the community.

7. ALTERNATIVE OPTIONS

7.1 A number of issues highlighted in this report recommend that Panel members take into account certain considerations when setting their work programme for 2017/18. The Children and Young People Overview and Scrutiny Panel is free to determine its work programme as it sees fit. Members may therefore choose to identify a work programme that does not take into account these considerations. This is not advised as ignoring the issues raised would either conflict with good practice and/or principles endorsed in the Review of Scrutiny, or could mean that adequate support would not be available to carry out the work identified for the work programme.

7.2 A range of suggestions from the public, partner organisations, officers and Members for inclusion in the scrutiny work programme are set out in the appendices, together with a suggested approach to determining which to include in the work programme. Members may choose to respond differently. However, in doing so, Members should be clear about expected outcomes, how realistic expectations are and the impact of their decision on their wider work programme and support time. Members are also free to incorporate into their work programme any other issues they think should be subject to scrutiny over the course of the year, with the same considerations in mind.

8. CONSULTATION UNDERTAKEN OR PROPOSED

- 8.1 To assist Members to identify priorities for inclusion in the Panel's work programme, the Scrutiny Team has undertaken a campaign to gather suggestions for possible scrutiny reviews from a number of sources:
- a. Members of the public have been approached using the following tools: articles in the local press, My Merton and Merton Together, request for suggestions from all Councillors and co-opted Members, letters to partner organisations and to a range of local voluntary and community organisations, including those involved in the Inter-Faith Forum and members of the Lesbian Gay and Transgender Forum;
 - b. Councillors have put forward suggestions by raising issues in scrutiny meetings, via the Overview and Scrutiny Member Survey 2017, and by contacting the Scrutiny Team direct; and
 - c. Officers have been consulted via discussion at departmental management team meetings.

9. FINANCIAL, RESOURCE AND PROPERTY IMPLICATIONS

- 9.1 There are none specific to this report. Scrutiny work involves consideration of the financial, resource and property issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific financial, resource and property implications.

10. LEGAL AND STATUTORY IMPLICATIONS

- 10.1 Overview and scrutiny bodies operate within the provisions set out in the Local Government Act 2000, the Health and Social Care Act 2001 and the Local Government and Public Involvement in Health Act 2007.
- 10.2 Scrutiny work involves consideration of the legal and statutory issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific legal and statutory implications.

11. HUMAN RIGHTS, EQUALITIES AND COMMUNITY COHESION IMPLICATIONS

- 11.1 It is a fundamental aim of the scrutiny process to ensure that there is full and equal access to the democratic process through public involvement and engagement. The reviews will involve work to consult local residents, community and voluntary sector groups, businesses, hard to reach groups, partner organisations etc and the views gathered will be fed into the review.
- 11.2 Scrutiny work involves consideration of the human rights, equalities and community cohesion issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific human rights, equalities and community cohesion implications.

12. CRIME AND DISORDER IMPLICATIONS

- 12.1 In line with the requirements of the Crime and Disorder Act 1998 and the Police and Justice Act 2006, all Council departments must have regard to the impact of services on crime, including anti-social behaviour and drugs. Scrutiny review reports will therefore highlight any implications arising from the reviews relating to crime and disorder as necessary.

- 13. RISK MANAGEMENT AND HEALTH AND SAFETY IMPLICATIONS**
- 13.1 There are none specific to this report. Scrutiny work involves consideration of the risk management and health and safety issues relating to the topic being scrutinised. Furthermore, scrutiny work will also need to assess the implications of any recommendations made to Cabinet, including specific risk management and health and safety implications.
- 14. APPENDICES – THE FOLLOWING DOCUMENTS ARE TO BE PUBLISHED WITH THIS REPORT AND FORM PART OF THE REPORT**
- 14.1 Appendix 1 – Children and Young People Overview and Scrutiny Panel draft work programme 2017/18
- 14.2 Appendix 2 – Summary of topics relating to the Children and Young People Overview and Scrutiny Panel’s remit suggested for inclusion in the scrutiny work programme
- 14.3 Appendix 3 – Selecting a Scrutiny Topic – criteria used at the workshop on 20 June 2017
- 14.4 Appendix 4 – Notes from discussion of topics relating to the remit of the Children and Young People Overview and Scrutiny Panel, Scrutiny Topic Selection Workshop on 20 June 2017
- 15. BACKGROUND PAPERS**
- 15.1 None

Draft work programme 2016/17

Meeting date – 20 July 2017

Item/Issue
Cabinet Member priorities: Cabinet Members for Children’s Services (Cllr Katy Neep), Education (Cllr Caroline Cooper-Marbiah)
Performance monitoring (including agreeing a performance lead)
Department update report (including Ofsted update)
ECHP performance update
Routes into employment for vulnerable cohorts task group – executive response and action plan
Rapporteur scrutiny review of user voice – draft final report
Prevent task group – terms of reference
Children, schools and families glossary
Setting the scrutiny work programme 2017 - 2018

Meeting date – 10 October 2017

Cabinet Member priorities: Cabinet Members for Children’s Services (Cllr Katy Neep), Education (Cllr Caroline Cooper-Marbiah)
Performance monitoring
Department update report
Workshop: Ofsted inspection outcome
Work programme

Meeting date – 8 November 2017

Cabinet Member priorities: Cabinet Members for Children’s Services (Cllr Katy Neep), Education (Cllr Caroline Cooper-Marbiah)
Performance monitoring
Department update report (including Ofsted update)
Budget/business planning round 1
Harris Wimbledon update
Work programme

Meeting date - 17 January 2018

Cabinet Member priorities: Cabinet Members for Children's Services (Cllr Katy Neep), Education (Cllr Caroline Cooper-Marbiah)
Department update report (including Ofsted update)
Performance monitoring
Budget/business planning (round 2)
Health and wellbeing strategies for children and families (with a focus on childhood obesity and mental health strategies)
Work programme

Meeting date - 1 February 2018

Cabinet Member priorities: Cabinet Members for Children's Services (Cllr Katy Neep), Education (Cllr Caroline Cooper-Marbiah)
Department update report (including Ofsted update)
Performance monitoring
Merton Safeguarding Children Board annual report
Work programme

Meeting date – 14 March 2018

Cabinet Member priorities: Cabinet Members for Children's Services (Cllr Katy Neep), Education (Cllr Caroline Cooper-Marbiah)
Department update report
Performance monitoring
Schools annual report
Ofsted inspection outcome workshop follow-up

NB:

- Corporate parenting report to be taken June 2018 (last received Mar 2017)
- TBC:
 - Task group updates (secondary places, succession planning and online strategies)
 - School standards and corporate parenting

Topic suggestions received in relation to the remit of the Children and Young People Overview and Scrutiny Panel 2017/18

The following topics have been suggested by residents, members and officers:

- Budget/business planning
- Care leavers and young people accommodation
- Cabinet Member priorities
- Corporate parenting report
- Department update report
- Education Health and Care Plans (ECHP)
- Education and children’s services glossary
- First aid training for pupils
- Harris Wimbledon
- Health and wellbeing strategies for children and young people
- Merton Safeguarding Children Board annual report
- Ofsted inspection outcome
- Performance monitoring
- Rapporteur scrutiny review of user voice
- Routes into employment for vulnerable cohorts task group
- Schools annual report
- School travel plans
- Task group updates
- Teacher/key worker recruitment (see the section for the Commission)
- Vulnerable adolescents

BUDGET/BUSINESS PLANNING	
Who suggested it?	This is a standing, annually returning item.
Summary	<p>Members are asked to consider all aspects of the budget that relate to the Children, Schools and Families Department. This can include:</p> <ul style="list-style-type: none"> • Amendments to previously agreed savings; • New departmental saving proposals; • Budget growth proposals; • The resulting impact on the Medium Term Financial Strategy; and • Relevant service plans.
Scrutiny type	Pre-decision scrutiny
Timing	This takes place in two rounds; <u>8 November 2017 and 17 January 2018 (agreed)</u>
Guidance	<ul style="list-style-type: none"> • Caroline Holland, Director of Corporate Services, will provide training before the January meeting giving a detailed guide to the Medium Term Financial Strategy. <u>All members are encouraged to attend.</u> This includes those who have attended previously as guidance is provided on the current financial position.

	<ul style="list-style-type: none"> • Scrutiny of finance – Councillor workbook (the Local Government Association).
Expert	Caroline Holland, Director of Corporate Services, will attend both meetings.

CARE LEAVERS AND YOUNG PEOPLE ACCOMMODATION	
Who suggested it?	Members resolved at their meeting in March 2017 to consider accommodation for care leavers in partnership with the Sustainable Communities Panel supported by officers from the Children, Schools & Families, Community & Housing and Environment & Regeneration Departments as either a deep dive session at a Panel meeting or through a task group.
Summary	At their meeting in March 2017, members received a joint report from the Children, Schools & Families and Community & Housing departments on accommodation for care leavers. This highlighted that existing housing provision isn't sufficient given current and growing numbers of care leavers. The need to work in partnership with the Community & Housing Department and <i>futureMerton</i> to generate supply was agreed including exploration of options such as reconfiguring existing stock, larger shared accommodation and use of the private rented sector. The minutes of this discussion are here .
Scrutiny type	Scrutiny review (deep dive) or task group (both options potentially in partnership with the Sustainable Communities Overview and Scrutiny Panel given its remit for scrutiny of housing provision in Merton).
Timing	TBC
Guidance	<ul style="list-style-type: none"> • A guide with key questions for councillors on care leavers' accommodation (Barnardos) • Engaging Young People – Councillor workbook (Local Government Association)
Guest(s)	Representative(s) from Clarion Housing Group (formerly Circle Housing), the leading social housing provider in the borough.
Expert	Someone who can provide the Panel with a national perspective on accommodation for care leavers including new and innovative solutions (a Barnardos representative might be suitable).
Visit	The Children in Care Council could be consulted in advance. Delegated members may attend a meeting of the Council to gather views on accommodation provision for those leaving care. Alternatively, representatives of the Children in Care Council may be invited to attend the Panel and provide first hand insight/make a direct representation.

CABINET MEMBER PRIORITIES	
Who suggested it?	This is a standing item, taken at every meeting.

Summary	The Cabinet Members for Education and Children's Services are asked to present their current priorities to Panel members who are then given the opportunity to ask questions.
Scrutiny type	Executive oversight
Timing	<u>Every meeting</u> (agreed)

CHILDREN, SCHOOLS AND FAMILIES GLOSSARY	
Who suggested it?	This is a standing item, taken at least annually by the Panel.
Summary	To provide members with a glossary of commonly used terms in education and children's service as an aid when reading, commenting on and discussing Departmental reports.
Scrutiny type	(Member support)
Timing	<u>28 June 2017</u> (agreed). This is to coincide with any new members joining the Panel.

CORPORATE PARENTING REPORT (INCLUDING THE LOOKED AFTER CHILDREN AND CARE LEAVER SUFFICIENCY STRATEGY)	
Who suggested it?	This is a standing, annually returning item (part of Ofsted's requirements).
Summary	To review the provision of services for looked after children and care leavers against a number of benchmarks (including statutory requirements and outcomes for all Merton pupils and similar cohorts nationally). To identify and recognise areas of good service as well as where there needs to be additional and on-going focus on service development. The minutes of the previous review of corporate parenting are here .
Scrutiny type	Executive oversight/performance monitoring
Timing	June 2018 (NEXT MUNICIPAL YEAR: suggested by the Department)
Guidance	<ul style="list-style-type: none"> • 10 Questions to ask if you're scrutinising services for looked-after children (Local Government Association and the Centre for Public Scrutiny) • Safeguarding Children – a practical guide for overview and scrutiny councillors (Local Government Association and the Centre for Public Scrutiny) • Engaging Young People – Councillor workbook (Local Government Association)
Guest(s)	Arunava Kundu, Looked After Children Health at Epsom and St Heliers, to provide the opportunity to scrutinise LAC health services provided by partners.
Expert	Possible options are: <ul style="list-style-type: none"> • Claire Chamberlain, Director of Children's Service, the triborough (judged outstanding by Ofsted in January 2016)

	<ul style="list-style-type: none"> • Tolis Vouyioukas, Director of Children’s Services, Sutton (judged good by Ofsted in November 2016) <p>It would be possible to invite either, (or indeed both), to attend a Panel meeting to discuss the success of their service with members. Alternatively, members could visit them in their borough to talk to them and see their service in action.</p> <p>Further information about Ofsted judgements of children services is available from the Association of Directors of Children’s Service.</p>
Visit	The Children in Care Council could be consulted in advance. Delegated members may attend a meeting of the Council to gather views. Alternatively, representatives of the Children in Care Council may be invited to attend the Panel and provide first hand insight/make a direct representation.

DEPARTMENT UPDATE REPORT	
Who suggested it?	This is a standing item, taken at every meeting.
Summary	This gives the Department the opportunity to update members on key developments that have occurred since the last meeting. This might include forthcoming changes in Government policy and legislation, service successes and/or changes, Ofsted inspection outcomes etc. The report is not presented by officers but members are encouraged to read it in advance and ask questions on the information provided.
Scrutiny type	Performance monitoring
Timing	<u>Every meeting</u> (agreed)

EDUCATION HEALTH AND CARE PLANS (EHCP)	
Who suggested it?	The Panel resolved at its meeting in February 2017 to subject the Department’s EHCP performance to a detailed performance update at the June meeting.
Summary	The Panel has expressed its concern that the Department’s performance on this measure (the number of EHCP plans issued within the statutory 20 week timescale) has deteriorated over the municipal year (falling from 27% in June 2016 to 20% in December 2016). This will provide the opportunity to look at this in depth including understanding how this performance is benchmarked against that of other authorities (current benchmarking information is dated - from Jan 2016), the wider context in terms of growing demand for EHCPs, parental satisfaction with the process, the impact of having to also transfer existing statements at the same time and what action the Department is taking to address this performance. The minutes of the Panel’s previous discussion of EHCPs are here (please see item 7).

Scrutiny type	Performance monitoring
Timing	<u>28 June 2017</u> (agreed)
Guidance	<ul style="list-style-type: none"> • Merton's guide to EHCPs • Putting financial and performance management information to good use (Centre for Public Scrutiny) • Performance management – councillor workbook (Local Government Association)
Expert	Councillor Brunt, as the performance monitoring lead for Panel during the last municipal year, has built up his knowledge and understanding of this performance measure.

FIRST AID TRAINING FOR PUPILS	
Who suggested it?	A member through the topic suggestion process
Summary	<p>The member requested that first aid training be made available to pupils in Merton schools even if only at a basic skill level. Attempts have recently been made (in 2015) through primary legislation to make first aid training a compulsory part of the school curriculum in England. This was supported by the <i>Every Child a Lifesaver</i> campaign which brought together the British Heart Foundation, British Red Cross, St John Ambulance and other organisations to create a new generation of lifesavers. The attempt to make this a compulsory part of the school's curriculum in England was unsuccessful. However, as the supporters of the campaign highlighted, it is possible for first aid skills to be taught through an assembly or an after school club.</p> <p>Members could survey to find out how many of the schools in Merton (including the Academies) provide access to first aid training for pupils and explore ways in which to address any gaps in provision. This would provide an opportunity to work in partnership with children and young people in the borough to understand in what ways they feel it would be appropriate to offer this training.</p>
Scrutiny type	Scrutiny review - potentially a rapporteur scrutiny review. This might offer an opportunity for a member to work in partnership with members of the Youth Parliament.
Timing	TBC
Guidance	The British Red Cross made a submission to the Education Select Committee's enquiry into the purpose and quality of education which focused on the importance of first aid training in schools.
Guest(s)	A representative of the <i>Every Child a Lifesaver</i> campaign to talk about the benefits of first aid training in schools and different ways in which this can be delivered.
Expert	A representative of any Merton school that is successfully delivering first aid training to talk about how this is happening

	and any resulting outcomes.
Visit	Members could visit any Merton school that is successfully delivering first aid training to see this first hand and talk to pupils involved about their experience.

HARRIS WIMBLEDON	
Who suggested it?	Continuation of the Panel's role in scrutinising the on-going development of the new secondary school.
Summary	In July 2016, Cabinet gave its approval for the location of the new Harris Wimbledon school to achieve the additional secondary provision needed in the borough. The school is scheduled to open in September 2018. The Panel will want to monitor progress against this objective in line with its reference to Cabinet in June 2016: 1) ensuring the opening date for the new school is optimised to not destabilise existing Merton secondaries, 2) maximising the design to give pupils the same advantage enjoyed by children at other Merton secondaries, 3) supporting Merton Abbey Primary in agreeing shared use of the site, 4) protecting the financial interests of the borough during the development of the site, 5) sustaining the level of community rental space, and 6) ensuring the safety of pupils using the site.
Scrutiny type	Executive oversight/performance monitoring
Timing	<u>8 November 2017</u> (suggested by the Department)
Guidance	<i>Free schools: challenges and opportunities for accountability:</i> Centre for Public Scrutiny
Guest(s)	Representative(s) of the Harris Academy Chain to update members directly on the development of the school and plans for its future.
Visit	Visit Harris Merton, to see the expansion project and to hear from the provider of the new school first hand and in situ.

HEALTH AND WELLBEING STRATEGIES FOR CHILDREN AND YOUNG PEOPLE (WITH A FOCUS ON CHILDHOOD OBESITY)	
Who suggested it?	The Panel resolved at its meeting in January 2017 to receive a further, more detailed update on the childhood obesity strategy with timing to be agreed.
Summary	The remit of the Panel embraces all services for children and young people including health and wellbeing outcomes. The Panel took a report from the public health team on progress against strategic theme 1 in the Health and Wellbeing Strategy (<i>Best Start in Life</i>) during the last municipal year. As a result, the Panel requested a more detailed update during the new municipal year with a specific focus on progress against the child weight action plan.

	<p>Through the topic suggestion process, a member request has been received to specifically focus on mental health issues for children and young people. This is already part of the <i>Best Start in Life</i> strategic theme but is also noted.</p> <p>The minutes of the previous review of health and wellbeing strategies for children and young people are here.</p>
Scrutiny type	Executive oversight/performance monitoring
Timing	<u>17 January 2017</u> – officers in the public health team suggested waiting 12 months before there is further scrutiny of the delivery of the child weight action plan.
Guidance	<ul style="list-style-type: none"> • 10 questions to ask if you're scrutinising local immunisation services (Centre for Public Scrutiny) • Best start in life: promoting good emotional wellbeing and mental health for children and young people (Local Government Association) • Engaging Young People – Councillor workbook (Local Government Association)
Guest(s)	<ul style="list-style-type: none"> • Attendance by Central London Community Healthcare NHS Trust (CLCH) to provide oversight of the commissioned services it provides. • Representatives of parent groups in Merton. • Representatives of Merton's young people possibly achieved through the youth engagement team and/or Youth Parliament representatives.
Expert	Dr Krutika Pau, Director of Children and Families, The Children's Society (Promoting positive well-being for children) to provide context for the Panel's discussion of health and wellbeing for children and young people.
Visit	Children's centre visit to see CLCH in action, to provide interaction with parents and see how child health and wellbeing services are being delivered.

MERTON SAFEGUARDING CHILDREN BOARD ANNUAL REPORT	
Who suggested it?	This is a standing, annually returning item (part of Ofsted's requirements).
Summary	<p>To give members the opportunity to question the independent chair of the Merton Safeguarding Children Board, the Borough Commander, the Director and Cabinet Member about safeguarding provision for Merton's children and young people. This will focus on strengths, areas for review during the coming period and work with schools as well as areas which were agreed as priorities from last year including action to address knife crime, domestic abuse, mental health issues and substance misuse.</p> <p>The minutes of the previous review of the Merton Safeguarding Children Board are here.</p>

Scrutiny type	Executive oversight/performance monitoring
Timing	<u>1 February 2018</u> (suggested by the Department)
Guidance	<ul style="list-style-type: none"> • Safeguarding Children – a practical guide for overview and scrutiny councillors (Local Government Association and the Centre for Public Scrutiny) • Engaging Young People – Councillor workbook (Local Government Association)
Guest(s)	<ul style="list-style-type: none"> • Keith Makin, the Independent Chair of the Merton Safeguarding Children Board. • Steven Wallace, Borough Commander • The <i>Muslim Women in Morden</i> group has requested to again attend to provide a follow-up on its previous representation on <i>Prevent</i>. This will give members the opportunity to hear what has happened as a result of the group's attendance at the Panel last year.
Expert	A representative from the Association of Independent LSCB Chairs is suggested. For example, David Ashcroft, chair of the Association and currently Independent Chair of the Norfolk Board or Chris Miller, Greater London Regional Director and currently Independent Chair in Barnet. Either would be able to provide context for the working of the Merton Safeguarding Children Board.
Visit	To Jigsaw4U, provider of Merton commissioned services including return home interviews for missing children. This will allow councillors to see the provider in action.

OFSTED INSPECTION OUTCOME	
Who suggested it?	Children Schools and Families Department Management Team
Summary	Merton is now overdue for an Ofsted inspection of its children's services, (it is five and a half years since Merton was last inspected with the maximum between inspections meant to be three years). An inspection is anticipated as imminent. It is therefore suggested that the Panel retain some flexibility in its work programme for the year to allow it to scrutinise Ofsted's report and any resulting action plan. The extent of this scrutiny will probably be determined by the outcome of the inspection.
Scrutiny type	Executive oversight/performance monitoring (potentially leading to a scrutiny review)
Timing	TBC
Expert	Suggestions will depend on the outcome of the Ofsted inspection.

PERFORMANCE MONITORING

Who suggested it?	This is a standing item, taken at every meeting.
Summary	The performance report features a range of key performance indicators. This therefore acts as a health check for the Panel and as such is over and above the more detailed thematic reports scheduled to the Panel.
Scrutiny type	Performance monitoring
Timing	<u>Taken every meeting (agreed).</u>
Guidance	<ul style="list-style-type: none"> • Putting financial and performance management information to good use (Centre for Public Scrutiny) • Performance management – councillor workbook (Local Government Association) • Using evidence in scrutiny: Centre for Public Scrutiny • Dedicated officer led workshop to closely examine the basket of indicators.
Expert	Every year the Panel can decide to appoint a lead member for monitoring performance data who will work closely with officers to build their understanding of the data and drive the effectiveness of performance monitoring. Last year this involved a performance monitoring workshop, officer provision of additional information and pre-meets before Panel meetings to discuss the data provided and highlight points to be addressed at the meeting. It is within the Panel's gift to determine whether or not to appoint a performance lead for this year.

RAPPOREUR SCRUTINY REVIEW OF USER VOICE	
Who suggested it?	This is the completion of an item from last year's work programme.
Summary	Following positive feedback in the scrutiny member survey, the decision was taken to pilot a new form of scrutiny review based on a rapporteur model. This involves an individual member looking in-depth at an issue supported by the scrutiny team. A trial is happening through the Children and Young People Panel with a member examining how looked after children and young people are able to express their wishes and feelings and participate in decisions that affect their lives. A report is anticipated in June 2017. In addition to consulting with officers and looking at how other councils ensure the participation of looked after children in services, children and young people are participating in the review through the Children in Care Council. The Panel will need to agree what happens after the report is presented.
Scrutiny type	Rapporteur scrutiny review
Timing	<u>28 June 2017 (agreed)</u>

ROUTES INTO EMPLOYMENT FOR VULNERABLE COHORTS TASK GROUP	
Who suggested it?	This is the completion of an item from last year's work programme.
Summary	The task group's report has been accepted by Cabinet. The Panel will receive an action plan at its meeting in June and continue during the municipal year to monitor progress against this.
Scrutiny type	Task group
Timing	<u>28 June 2017 (agreed)</u>
Guest(s)	Officers from Environment & Regeneration (<i>futureMerton</i>) who will be involved in delivery of the recommendations.

SCHOOLS ANNUAL REPORT	
Who suggested it?	This is a standing, annually returning item (part of Ofsted's requirements).
Summary	<p>Members receive the detailed annual schools report giving them the opportunity to focus on attainment for all key stages as well as at foundation stage and for post 16.</p> <p>As a result of the presentation of the schools annual report during the last municipal year, members noted the need to retain their focus on the attainment and progress of children on SEN support as well as looked after children. The minutes of this review are here.</p>
Scrutiny type	Executive oversight/performance monitoring
Timing	<u>14 March 2018</u> (suggested by the Department)
Guidance	<i>Back to School – Ways for scrutiny to influence local education and support school leaders to improve results</i> (Local Government Association and the Centre for Public Scrutiny)
Guest(s)	Representatives of Merton head's group (ie: one primary, secondary and special) to provide members with first hand insight into the information contained in the annual report.

SCHOOL TRAVEL PLANS	
Who suggested it?	Residents – this was also suggested by residents last year.
Summary	Residents have again raised issues about poor parking around schools. School Travel Plans seek to reduce car use for school journeys. There may be potential to look at this in partnership with the Sustainable Communities Overview and Scrutiny Panel and officers from Environment & Regeneration as part of its consideration of action to address air quality and new measures being used to improve parking control (such as

	Automatic Number Plate Recognition).
Scrutiny type	Executive oversight/performance management
Timing	TBC
Guest(s)	Identified officers from Environment and Regeneration.
Visit	Members could visit an affected school at school run time to see this for themselves and talk directly with parents.

TASK GROUP UPDATES	
Who suggested it?	This is a standing annually returning item.
Summary	<p>There are three task groups for which the Panel has received an action plan and an update on this action plan. As a result, the Panel needs to decide whether or not it wants to request a further update or if that already provided has been sufficient to agree that no further action is required. The task groups are:</p> <ul style="list-style-type: none"> • <u>Provision of secondary school places 2013</u>: this last came to the Panel in March 2014. The report is here and the minutes of when it was last discussed at the Panel are here (see item 7). • <u>Succession planning in schools 2014</u>: this last came to the Panel in February 2016 when the Panel agreed the Council should have a written policy on school leadership succession. The report is here and the minutes of when it was last discussed at the Panel are here (see item 7). • <u>Online strategies in schools 2015</u>: this last came to the Panel in October 2016. The report is here and the minutes of when it was last discussed at the Panel are here.
Scrutiny type	Executive oversight/performance management
Timing	TBC

VULNERABLE ADOLESCENTS	
Who suggested it?	Children Schools & Families Department Management Team.
Summary	This might be offered as a focused session looking in detail at some of the most vulnerable groups of adolescents, how they are supported and their outcomes. This might include children at risk of sexual exploitation, those that have been missing or are missing from education. This session might be run as a workshop, providing expert guidance and insight allowing members to develop their scrutiny practice in this area.
Scrutiny type	Executive oversight/performance management
Timing	<u>10 October 2017</u> (suggested by the Department)
Guidance	<ul style="list-style-type: none"> • Safeguarding Children – a practical guide for overview and scrutiny councillors (Local Government Association and the Centre for Public Scrutiny)
Guest(s)	<ul style="list-style-type: none"> • Keith Makin, the Independent Chair of the Merton

	<p>Safeguarding Children Board.</p> <ul style="list-style-type: none">• Steven Wallace, Borough Commander• Representative from Jigsaw4U, the provider of Merton commissioned services including return home interviews for missing children.
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Selecting a Scrutiny Topic – criteria used at the workshop on 20 June 2017

The purpose of the workshop is to identify priority issues for consideration as agenda items or in-depth reviews by the Panel. The final decision on this will then be made by the Panel at its first meeting on 28 June 2017.

All the issues that have been suggested to date by councillors, officers, partner organisations and residents are outlined in the supporting papers.

Further suggestions may emerge from discussion at the workshop.

Points to consider when selecting a topic:

- Is the issue strategic, significant and specific?
- Is it an area of underperformance?
- Will the scrutiny activity add value to the Council's and/or its partners' overall performance?
- Is it likely to lead to effective, tangible outcomes?
- Is it an issue of community concern and will it engage the public?
- Does this issue have a potential impact for one or more section(s) of the population?
- Will this work duplicate other work already underway, planned or done recently?
- Is it an issue of concern to partners and stakeholders?
- Are there adequate resources available to do the activity well?

Note of the Children and Young People Overview and Scrutiny Panel topic selection meeting on 20 June 2017

Attendees:

Councillors Agatha Akyigyina, Adam Bush, Caroline Cooper-Marbiah, Joan Henry, James Holmes, Jerome Neil, Dennis Pearce (Chair)
Mansoor Ahmad and Helen Forbes (Co-opted members)
Naheed Chaudry (Head of Policy, Planning and Performance)
Julia Groom (Consultant in Public Health)
Yvette Stanley (Director for Children, Schools and Families)
Annette Wiles (Scrutiny Officer)

Apologies:

Councillors Charlie Chirico, Pauline Cowper, Sally Kenny, Katy Neep and Linda Taylor

Standing/incomplete/agreed items

AGREED to accept all the items detailed in the pack as standing, to be completed from last year's work programme and already agreed (for the July meeting). These are:

- Budget/business planning
- Cabinet Member priorities
- Department update report
- Education, Health and Care Plans (EHP)
- Children, schools and families glossary
- Harris Wimbledon
- Health and wellbeing strategies for children and young people
- Merton Safeguarding Children Board annual report
- Performance monitoring
- Rapporteur scrutiny review of user voice
- Routes into employment for vulnerable cohorts task group
- Schools annual report
- Task group updates

Care leavers and young people accommodation

AGREED that this item should be considered in partnership with the Sustainable Communities Panel. It is thought likely this will be done through a deep dive activity on housing undertaken by the Sustainable Communities Panel. This will look at improving the offer to vulnerable groups in general and members of the CYP Panel will be invited.

Corporate parenting report

AGREED this item does not need to be repeated in this municipal year as it was last taken in March 2017. It will be considered in June 2018 - in the next municipal year - and as part of the Panel's next work programme. This will allow sufficient time for the Dept to analyse and include in its report relevant data that will become available in March 2018.

First aid training for pupils

AGREED there isn't sufficient time in this year's work programme for this to be included.

Health and wellbeing strategies for children and young people

AGREED that the focus on the implementation and impact of the childhood obesity strategy will include consideration of school travel plans. Also, that there would be an additional focus on mental health strategies and their impact including the developing autism strategy. It was agreed to invite relevant members of the CCG and mental health teams to support the delivery of this item and scrutiny of the service redesign. This work should be conducted in partnership with the Healthier Communities and Older People Panel.

Ofsted inspection outcome

AGREED that the Panel's deep dive capacity should be used to consider in detail the outcome of the ongoing combined Ofsted inspection of children's services and any resulting action plan. It is thought likely that this will happen at the Panel's October meeting with a further follow-up in six months time (Feb/Mar 2017 – to be decided). Suggested that this will take the format of a workshop, allowing members to focus on and become a champion of a specific aspect of the Ofsted report/action plan. It is intended that the workshop should be supported with training provided by service heads. Agreed that there is a need for the approach to this item to remain flexible given the Ofsted inspection isn't yet complete and we are somewhat off knowing what its report will recommend.

Teacher/key worker recruitment

AGREED that this item should focus on the recruitment of all key workers and not just teachers and that therefore it is best considered by the Overview and Scrutiny Commission.

School standards and corporate parenting

AGREED the Panel should take a more active role in scrutinising the school standards and corporate parenting panels. How this is to be achieved will be considered.

Prevent

AGREED that the Panel's task group capacity should be focused on looking at the implementation of the Prevent strategy for children and young people in Merton. This should focus on examples of good practice in other locations (to be identified through desk research) and within Merton itself (to be identified through the current Ofsted inspection). It is intended that task group members would visit and report back on those examples within Merton and the final report could be shared with local practitioners to support them in developing and improving their practice.

It was emphasised that task group activity must stay on track this municipal year; the local elections in May 2018 mean this must be reported to Cabinet at its March 2018 meeting at the very latest and activity cannot drift.

Training

AGREED that the Panel requires public health training given this has only recently been added to its remit. This is noted and will be considered as part of the Panel's discussion of its training needs at the first meeting.

Members would also like the opportunity to reflect on the training they feel is required for new members participating in scrutiny and specifically the CYP Panel. Members are conscious of the forthcoming local elections and anticipated new members with no prior experience of scrutiny.

Visits, guest and experts

There wasn't sufficient time to discuss these in detail. However, it was agreed that these will be explored further through the work programme presentation at the first meeting. It was generally agreed to use member visits (either individually or in pairs) to see service delivery in person and report back to the Panel.

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