

# Children and Education Policy and Accountability Committee

## Agenda

Tuesday 18 November 2014

7.00 pm

The big hall (lower ground floor), Askew Road Church, Askew Road,  
W12 9RN (please see overleaf for location details and directions)

### MEMBERSHIP

Administration:	Opposition	Co-optees
Councillor Caroline Needham (Chair) Councillor Alan De'Ath Councillor Natalia Perez Shepherd	Councillor Caroline Ffiske (Vice- Chair) Councillor Donald Johnson	Eleanor Allen, London Diocesan Board for Schools Dennis Charman, Teacher Representative Nandini Ganesh, Parentsactive Representative Philippa O'Driscoll, Westminster Diocesan Education Service Representative Nadia Taylor, Parent Governor Representative Vacancy, Parent Governor Representative

**CONTACT OFFICER:** Laura Campbell, Committee Co-ordinator  
 Governance and Scrutiny,  
 Tel 020 8753 2062,  
 E-mail: [laura.campbell@lbhf.gov.uk](mailto:laura.campbell@lbhf.gov.uk)

Reports on the open agenda are available on the [Council's website](http://www.lbhf.gov.uk/Directory/Council_and_Democracy):  
[http://www.lbhf.gov.uk/Directory/Council\\_and\\_Democracy](http://www.lbhf.gov.uk/Directory/Council_and_Democracy)

Members of the public are welcome to attend.

Date Issued: 10 November 2014

# Children and Education Policy and Accountability Committee Agenda

18 November 2014

<u>Item</u>	<u>Pages</u>
1. <b>MINUTES</b>	1 - 13

To approve as an accurate record, and the Chair to sign, the minutes of the meeting of the Children and Education Policy and Accountability Committee held on 3 September 2014.

## 2. **APOLOGIES FOR ABSENCE**

## 3. **DECLARATIONS OF INTEREST**

If a Councillor has a disclosable pecuniary interest in a particular item, whether or not it is entered in the Authority's register of interests, or any other significant interest which they consider should be declared in the public interest, they should declare the existence and, unless it is a sensitive interest as defined in the Member Code of Conduct, the nature of the interest at the commencement of the consideration of that item or as soon as it becomes apparent.

At meetings where members of the public are allowed to be in attendance and speak, any Councillor with a disclosable pecuniary interest or other significant interest may also make representations, give evidence or answer questions about the matter. The Councillor must then withdraw immediately from the meeting before the matter is discussed and any vote taken.

Where Members of the public are not allowed to be in attendance and speak, then the Councillor with a disclosable pecuniary interest should withdraw from the meeting whilst the matter is under consideration. Councillors who have declared other significant interests should also withdraw from the meeting if they consider their continued participation in the matter would not be reasonable in the circumstances and may give rise to a perception of a conflict of interest.

Councillors are not obliged to withdraw from the meeting where a dispensation to that effect has been obtained from the Audit, Pensions and Standards Committee.

**4. CHILD AND ADOLESCENT MENTAL HEALTH SERVICES (CAMHS) - PROMOTING RESILIENCE AND EARLY INTERVENTION** 14 - 40

Members of the public in attendance are invited to give their views and experiences on the services currently provided and any other comments they may have relating to this area.

Attached is a report which gives an overview of child and adolescent mental health services in Hammersmith and Fulham and particularly services for young people aged 13 years and above, for the Committee to consider. It includes information on the current CAMHS initiatives, both local and national, local need and services for H&F young people.

**5. PUBLIC PARTICIPATION**

To invite questions from members of the public present.

Members of the public with more complex issues are invited to submit their questions in advance in order to allow a more substantive answer to be given. Questions can be sent to the contact officer shown on the front page of the agenda.

**6. EXECUTIVE DIRECTOR'S UPDATE** 41 - 47

To note the Executive Director's update.

**7. CABINET MEMBERS UPDATE**

**8. PROPOSALS FOR THE COMMISSIONING OF SCHOOL MEAL SERVICES** 48 - 61

The Committee is asked to review and comment on the schools meals commissioning plans for the London Borough of Hammersmith and Fulham.

**9. RESPONDING TO CHILD SEXUAL EXPLOITATION IN HAMMERSMITH AND FULHAM** 62 - 71

This report provides an overview of the issue of child sexual exploitation in Hammersmith and Fulham following a series of high profile investigations in other parts of the country. It includes a summary of the national context and recent developments along with an indication of known levels of local need. The report also summarises current local multi-agency processes to identify and respond to the issue as well as strategies which are being implemented to raise awareness amongst a range of relevant people.

**10. E-SAFETY FOR CHILDREN AND YOUNG PEOPLE** 72 - 76

This report provides the Committee with an update on work with children and young people relating to e-safety, following the Local Safeguarding Children's Board (LSCB) working group on the same issue earlier in the year.

## **11. CHILDCARE UPDATE**

77 - 82

This report updates on the following key issues, as requested by the Committee at its previous meeting:

- An update on the work of the Childcare Task Group
- A summary of the funding implications when children transfer from the targeted 2-year-old offer to the universal offer of childcare for 3 and 4-year-olds
- Details of how many children in the targeted 2-year-old offer fall within the criteria for a statement or Education, Health and Care Plan
- How many childminders who have a satisfactory / requires improvement judgement from Ofsted have this due to not having a child to mind when the inspection took place?
- An outline of what support is offered to childminders and how we are reviewing this.

## **12. WORK PROGRAMME**

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The Committee is asked to give consideration to its work programme for the current municipal year. Attached is the latest key decision list for information.

## **13. DATE OF NEXT MEETING**

# Agenda Item

## MEETING LOCATION – ASKEW ROAD CHURCH

The big hall (lower ground floor), Askew Road Church, Askew Road, W12 9RN  
Please note that the entrance to the big hall is via the steps on side of the building on Bassein Park Road, down to the lower ground floor



The church is on the corner of Askew Road and Bassein Park Road.

### Public Transport:

The closest tube stations are Ravenscourt Park and Stamford Brook on the District Line and Goldhawk Road and Shepherds Bush Market on the Hammersmith and City Line.

The 266 bus route goes along Askew Road. It runs between Hammersmith and Brent Cross Shopping Centre.

The 94 and 237 bus routes go along Goldhawk Road and cross the south end of Askew Road.

The 207 bus route goes along the Uxbridge Road and crosses the north end of Askew Road.

The 260, 228, 272 bus routes stop at or near the north end of Askew Road.

For more information on tube and bus routes see [Transport for London](http://www.tfl.gov.uk).

### Directions:

**From Shepherds Bush Green:** - Go west along the Uxbridge Road (A4020) to the junction with Askew Road and Old Oak Road. Turn left at the traffic lights into Askew Road. The church is half way along Askew Road on the right.

**From Hammersmith Broadway:** - Go west along King Street (A315). Turn right into Studland Street. At the T-junction turn left and then immediately right into Paddenswick Road. At the pair of mini roundabouts turn left and then right into Askew Road. The church is half way along Askew Road on the left.

**Parking** - The church does not have its own car park.

Askew Road is heavily restricted. Bassein Park Road and adjoining roads are pay-and-display Monday to Friday during the day, £2.20 per hour; they are free at all other times.

London Borough of Hammersmith & Fulham



## Children and Education Policy and Accountability Committee Minutes

Wednesday 3 September 2014

### **PRESENT**

**Committee members:** Councillors Caroline Needham (Chair), Alan De'Ath, Caroline Ffiske (Vice-Chair), Donald Johnson and Natalia Perez Shepherd

**Co-opted members:** Philippa O'Driscoll (Westminster Diocesan Education Service Representative), Nadia Taylor (Parent Governor Representative), Dennis Charman (Teacher Representative) and Nandini Ganesh (Parentsactive Representative)

**Other Councillors:** Sue Macmillan (Cabinet Member for Education and Children), Sue Fennimore (Cabinet Member for Social Inclusion)

**Officers:** Laura Campbell (Committee Co-ordinator), Andrew Christie (Executive Director of Children's Services), Tim Deacon (Safeguarding and Partnership Manager), Ian Heggs (Tri Borough Director of Schools Commissioning), Dave McNamara (Director of Finance and Resources), Steve Miley (Director of Family Services), Margaret Murphy (Lead Commissioner (Children and Early Years)), Mike Potter (Head of Commissioning (Early Intervention)), Rosemary Salliss (Development Team Manager) and Jane West (Executive Director of Finance and Corporate Governance)

### **12. MINUTES**

#### **RESOLVED THAT:**

The minutes of the meeting of the Children and Education Policy and Accountability Committee held on 8 July 2014 be confirmed and signed as an accurate record of the proceedings.

### **13. APOLOGIES FOR ABSENCE**

There were no apologies for absence.

### **14. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **15. CO-OPTED MEMBERS**

The Chair welcomed Dennis Charman and Nandini Ganesh to the Committee and congratulated them on their appointment, noting that they would contribute greatly to the discussions.

### **RESOLVED THAT:**

- (1) the Committee notes the appointments of the following voting co-opted members:
  - London Diocesan Board for Schools Representative - Eleanor Allen
  - Westminster Diocesan Education Service Representative – Philippa O’Driscoll
  - Parent Governor Representative – Nadia Taylor
  - Parent Governor Representative - vacancy
  
- (2) the Committee agrees the appointment of the following non-voting co-opted members:
  - a representative from Parentsactive – Nandini Ganesh
  - a teacher representative – Dennis Charman

## **16. CHILDCARE IN HAMMERSMITH AND FULHAM**

Mike Potter, Head of Commissioning, introduced the report on childcare, which was one of the first Committee reports to flag one of the Cabinet’s key priorities. A wide range of representatives were invited to the meeting and the purpose of the discussion was to listen and learn from them and to hear what the Council did well in terms of childcare provision and what it could learn from the representatives. Childcare was a complex area as the local authority (LA) had a responsibility but it did not directly provide the services. Provision of childcare was important to the borough and the LA needed to make sure that there was sufficient childcare, that it was appropriate and of good quality.

The report covered the following areas; the current childcare provision in the borough; the childcare sufficiency assessment (which was no longer a duty for the LA but there were plans to develop future assessments); support for parents with affordability of childcare; delivery of the two year old offer (20% of families identified had been offered placements however this had now been extended to 40% of the cohort this week); quality of service; childcare and children’s centres; links to the adult learning and skills service; priorities for the development for childcare provision; opportunities for integrated provision; and national policy developments.

The Chair invited members of the Committee to ask any questions and the following was noted:

#### Childcare Sufficiency Assessment

The Committee was informed that the assessment was based on a survey completed four years ago so it may not now be a true reflection of the current situation.

#### Two Year Old Offer

There was a challenge to meet the two year old offer; if every family on the list came forward to take up the offer there would be a shortfall of places. Not all on the list had taken up the offer. This could be as some families needed encouragement to come forward or they might not have known about the offer. Currently places were provided for all of the families who had requested them, regardless of which ward they were in. Where there were more places available in some areas, families would be directed to places which might result being in another ward. Information on how close the Council was to saturation point in terms of the places and details on the demand of the offer could be reported to the Committee throughout the year.

**Action: Mike Potter**

It was asked who was responsible to contact the families and whether it was a statutory responsibility. Mike Potter responded that contacting the families was not a statutory duty, however the entitlement to the provision was and the responsibility was for all agencies to publicise the entitlement, such as through posters etc. LAs should work with its partners, such as health visitors, to raise awareness. It was reported that from October 2015, the responsibility of health visitors would come to the LA public health from NHS England, so the LA would be working with these partners in respect of raising awareness. It was asked who the officers outreached to and who had taken up the two year old offer. Mike Potter responded that information on this could be given at a later date when more information was known about the take up.

**Action: Mike Potter**

It was asked what happened to the children when they turned three years old in respect of this offer and this would be reported back to the next meeting.

**Action: Mike Potter**

#### SEN (Special Education Needs)

In reference to SEN children and those with care plans, it was asked how these children were identified when accessing the two year old offer and how many nurseries had expertise in SEN. The Committee was told that children did not usually have SEN statements until they were older, so although it was included in the two year old offer criteria, it was rare that a child fell within that category. Information on how many of the children in the two year old offer fell within the criteria of having a current statement of special educational needs (SEN) or an education, health and care plan would be reported back to the Committee.

**Action: Mike Potter**



It was reported that a number of places were able to provide care for children with additional needs. Officers would visit providers, would look at the targeted plan for the child, meet the parents and continue support the child through to the new plan.

In response to a question, the Committee was informed that the private, voluntary and independent (PVI) sector was very good at identifying when a child had additional needs. Any observations would be discussed with the parents in respect of any needs and if any needs were identified the providers would then discuss this with officers.

One of the early years headteachers commented that out of the 170 places at his nursery, there were 16 applications for statements last year. He noted that some sectors could not cope with additional needs and the children ended up in the public sector with providers who had the expertise. There were sometimes different obligations for private and public sectors. Those children who were vulnerable and had high needs were not always identified and not always get the help needed.

#### Support for Parents with Affordability of Childcare

In respect of parents studying, it was asked how they were made aware of what support was available for them. It was noted that the education providers would be the primary route for students to access support available. It was also noted that the Family Information Services was available to send information to any parents who contacted them.

#### Flexibility of Childcare

One of the co-optees observed that parents who worked shifts had difficulty with childcare and it was noted that out of hours childcare was a challenge as providers could not be forced to provide services out of hours. Officers had talked to Brent Council who had produced an out of hours childcare list; Brent were doing a review on this work as it was early days and so far there had not been a huge take up of this service. Mike Potter noted that this was an opportunity for officers to look at how many families' needs were met with the current services on offer.

#### Childminders Inspections

In reference to the table in paragraph 7.4 of the report, the Committee was informed that childminders could be inspected without looking after children and would receive a "just met" grading; therefore not all childminders required improvement, they just did not look after children at the time of the inspection. It was questioned if the way the statistics were presented could be improved. It was also asked if the data could be looked at to see what number of the 30% of childminders were not actually working; this information would be reported back to the Committee at the next meeting.

***Action: Mike Potter***

The childminders who required improvement would receive support from officers and they would try to improve the levels of service and put together a development plan. Officers would try to get childminders involved in children's centres to help get support, such as peer to peer support, workshops and training. It was asked that a review of the support to childminders be done and this information would be reported back at the next meeting.

**Action: Mike Potter**

### Three Year Old Offer

Referring to the three year old offer where children were entitled to 15 hours of education, it was commented that this did not take place immediately, the place could be offered up to four months after the child's birthday. It was asked whether this was an issue. In response, it was noted that the eligibility criteria was set nationally and the LA could only offer places to those who qualified. There was the same situation for the two year old offer where those children who turned three during their placement and were waiting for their three year old offer place would then be blocking the place for other two year olds.

One of the headteachers from a nursery had met with parents that day to discuss childcare and there were a lot of questions about when their children were eligible for places. She noted that to meet funding arrangements, all places at her nursery had to be filled in January. Therefore if a child was three in the February they would not get a place until the September, as the nursery could not hold places for those turning three between February and September. This was a challenge as the nursery did not want to make money but it needed to meet costs. It was asked if this issue could be raised with the Department for Education and Andrew Christie responded that this could be raised at various networks such as with London Councils. He noted that officers would need to work out what opportunities the LA had with its framework. There were discussions at the Schools Forum on nursery funding and this issue could be raised. Andrew Christie confirmed that this was something officers would look into.

**Action: Andrew Christie**

### Health Visitors

One of the children's centres managers commented that links with the health sector was important and it was a good idea to have health visitors at the children's centres. Another centre manager commented that they worked with health visitors and it was a great way for health visitors to visit parents.

The Chair invited any other comments from the representatives and members of the public in attendance and the following points were raised:

- Comments from some parents included that the children's centre helped them further their career, the children loved the staff and that the family felt part of the community at the centre.
- There were a lot of ideas from the children's centres on what could be done in terms of provision.
- Children's centres had adapted to change, such as in respect of the introduction of the two year old offer.

- It was reported that in the Addison Ward, due to one provider closing down and another receiving an inadequate grading, there was a massive demand for childcare places.
- The Chief Executive of the Masbro Centres referred to talks about the Masbro Brook Green site becoming a potential facility and he noted that his centre was interested in joint funding to establish this as centre as it was an excellent venue. He also referred to the site at the Edward Woods Estate and would like to see it recognised as a spoke centre and more activities and facilities could be developed there.
- There was a lot of money in the third sector that could be used for facilities, such as lottery funding.
- It was reported that the Trust for London had done a survey that found one in four children in Hammersmith were below the poverty level and this needed to be addressed.
- One member of the public referred to the parent/family experiences where parents were working long hours to pay off debts so they did not experience spending quality time with their children.
- There was a tension between getting the children ready for school and parents getting back to work. Children could be placed in poor quality childminders which would be detrimental. This needed addressing as later on nurseries and schools then suffered from some of these tensions.
- There were various government initiatives introduced over time and they did not connect together very well.
- Every LA would suffer funding cuts and this needed to be addressed now.
- In respect of vulnerable families, there were problems with all the different systems used by the different partners, such as some used Framework 1 and others used a different system for reporting child protection issues.
- It was hoped that a vision would be sought for families and children in Hammersmith and Fulham. Families expected different things from services and a long term vision was needed to cover children under the age of seven, not just for children aged five years old and under.
- Holiday provision – it was mentioned that there was a lack of childcare for under 11 year olds which caused problems in the school holidays. There was a programme in the Summer for teenagers, but there was a gap for 8 to 11 year olds. Families had other children not just under the age of five so this was an issue when childcare for older children was not available.

The Chair thanked everyone for their contributions and agreed that a task group would be set up to look into this area. She asked for volunteers to be on the task group and Councillor Natalia Perez Shepherd, Councillor Caroline Ffiske, Michele Barrett (Head of Vanessa Nursery), Michael Pettavel (Head of Randolph Beresford Early Years Centre), Andy Sharpe (Masbro Centre) and Danny Kruger (Only Connect charity) volunteered to be involved.

One member referred to modern life situations and asked that the task group looked at realistic problems that could be addressed and come up with solutions.

The Chair referred to the task group, noting that it would also consider:

- the quality and fairness in the provision of childcare
- partnership providers, such as third sector, health, private sector etc.
- look at how to support families in the current climate
- look at how to support people on edge of what was provided, such as those families struggling to juggle work and quality family time

The task group would report back at the next meeting to outline its vision and the timescale of the review.

#### **RESOLVED THAT:**

A task group be established to look into childcare and early years provision in the borough.

#### **17. PUBLIC PARTICIPATION**

There were no issues raised as part of this item.

#### **18. EXECUTIVE DIRECTOR'S UPDATE**

As part of the Executive Director's update, Ian Heggs, Director of Schools Commissioning, was asked to give additional information to the Committee on the school performance results. The Committee was told that the Key Stage 2 results were provisional and subject to further modifications, but the current figure was 81% for the borough. An overview of the results would be sent to the Committee.

***Action: Ian Heggs***

It was reported there had been changes to the English GCSE curriculum during the course of the year, where 20% of the marks for speaking and listening were removed. Pupils who did not have English as their first language would be more affected by this change. Concerns were expressed over this change, noting that it would affect individual young people who might have received a C grade but now would not due to the change. It was asked for some indication of how many pupils had been affected by this change.

The provisional pass rate for 5 or more GCSE A to C for English and maths was 65%, compared to 59% last year. A full report on the results would be presented to the Committee later on in the year.

It was reported that the A Level results were broadly in line with national performance, with A\* to A being above the national results.

It was asked if value added results could be given and Ian Heggs commented that these results were not yet known. It was expected that there would be 3 levels of progress figures and this information would be included in the report to the Committee. Ian Heggs also reported that progress measures were

changing and he would provide the Committee with a briefing on these changes.

**Action: Ian Heggs**

In respect of the Troubled Families initiative, the performance of H&F was mentioned and noted that H&F was 65<sup>th</sup> out of 150 local authorities. A target was set for the number of families that had to be turned around and it was noted that if more families were identified to work with, the performance was measured against the initial target. Andrew Christie commented that H&F performance was ok but still needed to improve, such as there were issues relating to tracking down data and there was not a central collection point for the data. Data was still being gathered. It was noted that nearly half of the families worked with had been turned around which was a good success. The classifications of what determined a family to be turned around was discussed and it was requested that a report providing information on the other families that had not been turned around be sent to the Committee highlighting any key characteristics involved.

**Action: Andrew Christie**

The Chair reported that for future meetings there would be an update from the Cabinet Member as a regular item on the agenda. For this meeting Councillor Sue Macmillan updated on the following:

#### Sullivan School

In June it was agreed to consult on the proposals to revoke the decision to close Sullivan Primary School and at Monday's meeting of the Cabinet, it was agreed that in light of the changes to the housing policy and the resultant demand for school places, and also considering the representations made, Cabinet decided to revoke the decision to close the school. Councillor Macmillan commented on the brilliant Key Stage 2 results at the school which underlined the school's achievement particularly in a year of turmoil and uncertainty.

#### SEN Passenger Transport

This was one of the most urgent priorities for the Council and a working party had been set up with the Councillor Macmillan, headteachers of the special schools, Councillor Needham and Nandini Ganesh, and would meet on Thursday 11 September to consider the issues.

The training of drivers was questioned and it was reported that the training programme had started and would continue throughout the first part of the term and all contractors would put their staff through this training. It was asked that a report covering what key metrics the providers were judged by on how the service was performing be brought back to the Committee. This was agreed and the conclusions of the working party would also be reported back to the Committee.

**Action: Andrew Christie**

The Chair ensured that this would be a regular item on the Committee's agenda until the Council was happy with the service.

**RESOLVED THAT:**

- (1) A report on school performance, including the value added results, would be considered by the Committee at a future meeting;
- (2) in respect of the SEN passenger transport, information covering the key metrics on what the services performance was judged on be brought back to the Committee along with the findings of the working party; and
- (3) in respect of the Troubled Families Initiative, a report providing information on the other families that had not been turned around be sent to the Committee, highlighting any key characteristics involved.

**19. LOCAL SAFEGUARDING CHILDREN BOARD ANNUAL REPORT**

Steve Miley, Director of Family Services, introduced the annual report of the Local Safeguarding Children Board (LSCB). Unfortunately the Chair of the LSCB was unable to attend and sent her apologies. The report provided an assessment of the effectiveness of local arrangements to safeguard and promote the welfare of children. Children would not be protected without partners working together. It was noted that although the Council was the lead agency for child protection, it did not discover child abuse unless someone alerted the Council, such as schools or the ambulance service. One of the LSCB key functions was to make sure the whole multi agency work force was aware of child protection matters.

Child Exploitation

Steve Miley referred to the recent reports in the news on child exploitation in other areas of the country and noted that H&F was in a completely difference position; H&F had this issue on its agenda for a long time and had a contract with Barnardos who worked with individual children and gave presentations to schools on child exploitation, meeting on a monthly basis to discuss any issues. However it was an area where work continued as there could be children that agencies were not aware of who were being exploited.

Female Genital Mutilation

It was reported that the Council worked with health agencies and schools on this issue and a tri borough LSCB group had been set up to look at this. More work with agencies would need to be done so that if there were any children at risk then officers would be able to identify them. A member commented that although very rare, genital mutilation was also experienced by boys. Andrew Christie responded that was not something they had come across so far but this was a question that could be put to the LSCB as it had a special work programme to look at FGM.

### Intelligence Gathering

In response to a question on what work was done with neighbouring boroughs in terms of intelligence gathering, it was reported that information was shared through the Multi-Agency Safeguarding Hub (MASH), where the core agency of this was the MET Police who had good links with other police forces.

### Forced Marriages

A member asked about forced marriages and was told that the LSCB had a community development worker who worked with the different faith communities which helped raise issues in respect of forced marriages. In terms of referrals, there were low numbers; there had been 1 or 2 concerns and officers had intervened but the department was not aware of cases of young people being taken abroad and put into a forced marriage. Links with the community was key so that there was recognition, referral and support.

The Chair referred to an event she attended organised by the Home Office where they went into schools to talk about forced marriages but some schools were not keen to raise it due to religious issues. Andrew Christie commented that there was a training and development programme and details of this training could be sought to see if the Council could do some training on it. It depended on the willingness of the schools to be involved in the training but schools were normally willing for this.

### Links with Young People

This was discussed in respect of getting young people involved and helping with communicating any issues of concern. Andrew Christie noted that the first line of safeguarding was having good relations with social workers and carers, which helped pick up any issues.

### Child Protection and Training at Schools

A co-optee expressed concern over ensuring children did not keep secrets in respect of any child protection issues. It was noted that there might be so few referrals because some children did not feel confident to come forward and building this confidence was important. Another co-optee also referred to the misunderstanding that occurred when some children self-harmed and this was picked up as a child protection issue. It was reported that child protection staff needed to get advice and support from those who understood the needs of SEN and disabled children in order to identify any concerns. The high quality of training on SEN at special schools was mentioned and it was questioned whether mainstream schools had developed this high quality of training. Tim Deacon reported that the LSCB worked closely with Hilary Shaw, Tri Borough Safeguarding Lead in Education, who had been delivering presentations to designated leads at schools and was promoting training in schools.

### Membership of the LSCB

It was asked if places could be opened up to other school staff who had daily experience of child protection. Andrew Christie responded that the members of the LSCB were selected to represent different areas but more thought could be given in respect of local partnership representation on the board.

### Young Carers

A member of the public referred to children being identified at carers in another borough through the A&E services, and asked if there was not an A&E how would this be picked up. It was reported that young carers was something the department was aware of and often schools picked up where children were carers.

### Young People Protecting Themselves

The Chair referred to advice given on what information young people should have on them in order to protect themselves and Steve Miley noted that there had been work done by young people on how other young people could help themselves in order to keep safe.

The Committee thanked the child protection teams for a fantastic service, which was recognised internally and externally.

## **20. 2015 MEDIUM TERM FINANCIAL STRATEGY (MTFS) - UPDATE**

Jane West, Executive Director of Finance and Corporate Governance, introduced the report, noting that the Council was facing drastic reductions. The current budget gap was just under £25m which would rise to £66.6m in 2018/19. The table on page 109 of the report showed how the current savings targets for departments was allocated. The Children's Services department had the biggest budget and therefore ended up with a bigger savings target. Cabinet Members had to consider these budget gaps and make plans on how to meet the savings. The Policy and Accountability Committees would receive more detailed proposals at their meetings in January.

The Committee received a presentation from Dave McNamara, Tri Borough Director of Finance and Resources, which outlined the Children's Services department savings in context, the savings made since 2011 and expenditure. It was reported that out of a budget of £53m, over £16m of savings had been made since 2010/2011. The current savings target for 2015 to 2018 was £10.3m which was 28% of the budget, which compared to the start of the savings target was now 50% of the budget. The majority of the savings made so far had come from areas where discretionary services were provided and savings were also made through tri borough arrangements.

Most of the budget was spent in social services (£40m). It was noted that even when young people become 18 years old there was still a cost to the local authority if they were still in care.

The challenge was now to find areas where the department could take money from. There was a large staff bill and a lot of money was spent on partners to provide services. The impact of the savings on the department was questioned and it was noted that every year the department faced savings however the scale in which savings had been made was now difficult to find further savings in the past few years and it was going to get increasingly



difficult. It was reported that there were still some further opportunities to make savings in the tri borough arrangements and opportunities to explore beyond the tri borough, such as work had already been done with the West London Alliance in respect of foster care provision. A lot of work had been done to commission services to be delivered more efficiently. Work on the proposals to make savings would be done that did not compromise the Council's statutory obligations.

In response to a question on the costs for Deloitte to look at cost reductions, it was reported that the contract was for Deloitte to support the Critical Friends Board at a cost of £150k, where only half of this amount was paid for the support and the remaining half would be paid when it had identified £1m savings which were acceptable to the Council.

The Chair referred to the recent child protection reports in the press about Rotherham, noting that when such cases in the past had a high profile it generated an extra demand on social services and additional referrals as people became more concerned. Andrew Christie responded that officers looked at the implications of pressures due to demand. He noted that there had not been a rise in the number of children in care system and although officers have seen more referrals in relation to these issues raised in the Rotherham case they were of a small scale. Following the case of Peter Connelly there had been a rise in referrals and it was noted that there were always pressures in the system.

It was asked where staffing costs savings could be made as social services were already stretched. Andrew Christie responded that officers did not want to over stretch services but there were opportunities such as improving efficiencies.

In response to a question on whether the changes in the new Children and Families Act would put additional burden on the budget, the Committee was told that the savings figures related to the current fund and that there was protected spend on SEN services. There were funds through the dedicated needs block however there were concerns that this would be put under pressure in particular to the extension of the care plan for young people until they were 25 years old; the government had made provision to extend the plan to the age of 25 but did not allocate additional funds for this provision.

## **21. WORK PROGRAMME**

The Chair reported that the main item for the November meeting would be to consider adolescent mental health. There would be a report on this issue and various stakeholders would be invited to the meeting to give their views and comments on the services provided. Members of the Committee were asked to send any aspects of this area that they would like covered to the Committee Co-ordinator.

The Committee discussed future agenda items and the following items were requested:

- a report on leaving care services
- a report on transition places for disabled young people aged 18 to 25, in respect of the new education and care plans
- a report on safeguarding – to look at how young people were equipped to identify risky network sites and how to protect themselves.

Nandini Ganesh asked that the childcare task group considered disabled children and holiday schemes. She noted that Parentsactive had done extensive work on this area and was asked to submit this as part of the evidence to the group. The Chair noted that it would be good for the report to include childcare during the holiday time and asked Nandini Ganesh if she or anyone else from her group would also like to be on the group.

**RESOLVED THAT:**

The above work programme items be included on the agenda for future meetings.

**22. DATE OF NEXT MEETING**

The next meeting date was scheduled for 5 November however the Committee requested that this date be changed as it clashed with Guy Fawkes night, where many parents would be out with their children at events.

**RESOLVED THAT:**


The 5 November meeting be changed to a different date.

Meeting started: 7.00 pm  
Meeting ended: 9.52 pm

Chair .....

Contact officer: Laura Campbell  
Committee Co-ordinator  
Governance and Scrutiny  
Tel 020 8753 2062  
E-mail: [laura.campbell@lbhf.gov.uk](mailto:laura.campbell@lbhf.gov.uk)

# Agenda Item 4

	<b>London Borough of Hammersmith &amp; Fulham</b>  <b>CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE</b>  <b>18 NOVEMBER 2014</b>
<b>CHILD AND ADOLESCENT MENTAL HEALTH SERVICES (CAMHS) – PROMOTING RESILIENCE AND EARLY INTERVENTION</b>	
<b>Report of the Executive Director, Tri-borough Children’s Services</b>	
<b>Open Report</b>	
<b>Classification - For Review &amp; Comment</b>	
<b>Key Decision: No</b>	
<b>Wards Affected: All</b>	
<b>Accountable Executive Director:</b> Andrew Christie, Executive Director, Tri-borough Children’s Services	
<b>Report Author:</b> Steve Buckerfield, Acting Head of Children’s Joint Commissioning & Kerry Russell, Children’s Policy Officer	<b>Contact Details:</b> Tel: 0203 350 4331 E-mail: <a href="mailto:steve.buckerfield@inwlcsu.nhs.uk">steve.buckerfield@inwlcsu.nhs.uk</a>  Tel: 020 641 6033 E-mail: <a href="mailto:krussell@westminster.gov.uk">krussell@westminster.gov.uk</a>

## 1. EXECUTIVE SUMMARY

- 1.1. This report gives an overview of child and adolescent mental health services (CAMHS) in Hammersmith and Fulham and particularly services for young people aged 13 years and above. It includes information on the current CAMHS initiatives, both local and national, local need and services for H&F young people.
- 1.2. There is significant interest in CAMHS which has generated both local and national reviews into different aspects of adolescent mental health and emotional wellbeing, including a recently published<sup>1</sup> Health Select Committee Report. These initiatives are summarised below to inform the Committee on whether a further Task Group is required and if so, which specific areas could be productively addressed.

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<sup>1</sup> 5<sup>th</sup> November 2014

## **2. RECOMMENDATIONS**

- 2.1. Members of the Policy and Accountability Committee are asked to review and comment on this report.
- 2.2. Members are also asked to consider how best the recommendations of the various local and national reports on CAMHS can be taken forward for Hammersmith & Fulham young people. CAMHS reports include:
  - a. CAMHS Task and Finish Group report to the H&F Health and Wellbeing Board (10<sup>th</sup> Nov 2014);
  - b. Commons Health Select Committee CAMHS report (5<sup>th</sup> Nov 2014);
  - c. National CAMHS Taskforce report scheduled for Spring 2015.
- 2.3. This discussion may also be informed by the work of the Health, Adult Social Care and Social Inclusion Policy and Accountability Committee.

## **3. INTRODUCTION AND BACKGROUND**

- 3.1. Mental health services for young people have been receiving increased attention on both a local and national level.
  - The Local Safeguarding Children's Board completed a report on self-harm and suicide prevention (October 2013).
  - The Inner London CCG Suicide Prevention Group is co-ordinating work on a strategy for adults and young people.
  - The Children's Joint Commissioning Team reviewed Tier 2 and Targeted CAMHS services (June 2014).
  - A Tri-Borough CAMHS Task and Finish group has reviewed early intervention, parental mental health and transition (Nov 2014).
  - The North West London Mental Health Programme Board has reviewed CAMHS out of hours support and recommended improvements.
  - The Commons Health Select Committee has carried out an inquiry into CAMHS and recently published its findings (Nov 2014).
  - NHS England has published a report on in-patient CAMHS (Tier 4) and bed shortages (July 2014).
  - Minister for Care and Support, Norman Lamb, giving evidence to the Health Select Committee, announced a national CAMHS Task Force to be led by John Rouse, the government's social care director general. The taskforce will look at aligning CAMHS commissioning and pooling budgets as well avoiding inappropriate hospital admissions.
- 3.2. Professor Dame Sally Davies, Chief Medical Officer<sup>2</sup>, in her evidence to the Health Select Committee explained:

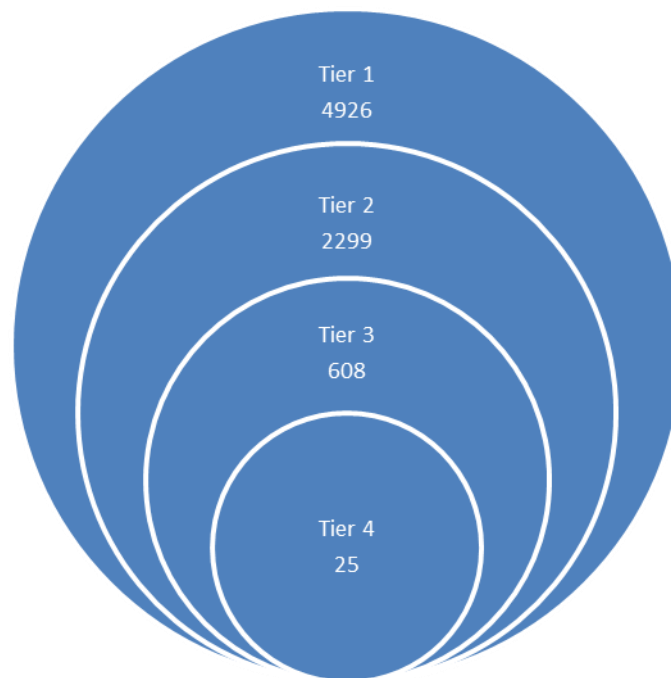
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<sup>2</sup> Prof. Dame Sally Davies – Oral evidence Health Committee 4 March 2014

*‘One in 10 children will have a mental health problem. That means about three in every class.....We don’t have enough data on mental health problems in children. The last survey was in 2004, and there is a discussion going on about whether the Department can find the money to fulfil the request I made that we should do a new survey..... It is important because we are a decade out of date, but actually, people tell us that self-harm, anxiety depression and other stresses are going up.’*  
**Prof. Dame Sally Davies – Chief Medical Officer**

- 3.3. A CAMHS Joint Strategic Needs Assessments (JSNA) was commissioned from Public Health in order to support a Tier 2 and Targeted CAMHS Review.
- 3.4. In contrast to physical health, where the risks of common problems, such as cancer and heart disease increase with age; adolescence and early adulthood are stages of life associated with greater risk of mental health problems (Centre of Economic Performance Mental Health Policy Group, 2012).
- 3.5. Most adult mental health problems emerge in the first two decades of life. 75% of those with life time mental health problems first experienced symptoms before age 24 (Kessler and Wang 2007)<sup>1</sup>.
- 3.6. The range of mental health problems faced by young people includes:
  - impulse-control disorders (including conduct disorder, ADHD)
  - anxiety disorders, from phobias to post-traumatic stress disorder
  - mood disorders, from low mood to depression
  - Autistic Spectrum Disorders (ASD), including Aspergers
  - obsessive compulsive disorder (OCD)
  - eating disorders, including anorexia nervosa and bulimia
  - the psychological effects of abuse and neglect
  - psychosis (including schizophrenia)
  - emerging borderline personality disorder.
- 3.7. The CAMHS JSNA (March 2013) estimated the number of children and young people in Hammersmith and Fulham who may experience mental health problems based on the prevalence estimates in ‘Paying the Price’ produced by the Kings Fund (2008). Estimates are broken down by tiers 1, 2, 3 and 4 for under 17 year olds:

## Hammersmith & Fulham



The results of this method point to a far more severe rate of mental ill health in children and young people than previously conceived: the estimated rate of mental ill health is therefore more than double (23%) the figure of 10% quoted by Prof. Sally Davies, highlighting the need for more current data in order to accurately measure need.

A summary of local mental health needs from the 2013 JSNA is in Appendix 1.

- 3.8. Child and adolescent mental health services for Hammersmith and Fulham young people are commissioned from West London Mental Health Trust (WL-MHT). Data for August 2014 shows that 132 adolescents (aged 13-18 years inclusive) are receiving active support and treatment from H&F CAMHS.
- 3.9. Research shows that some groups have a higher risk of poor mental health and emotional wellbeing. Risk factors include: low household income, unemployment, parents with lower education levels, homelessness, Looked After young people, those with disabilities, young people in certain ethnic minority groups, young carers and young people who are lesbian, gay, bisexual or transsexual.
- 3.10. A variety of support exists for the improvement of child and adolescent emotional and mental wellbeing from preventative to targeted and specialist. Support aimed at preventing mental ill health include resources for self-help and early stage interventions provided in universal settings such as schools, youth groups, early years groups, sports and leisure and in community settings. More specialist treatment is provided by West London Mental Health Trust staff. See section 6 for details of current provision.

## 4. EARLY INTERVENTION AND PREVENTION

4.1. A compelling case for early intervention has been made in recent years.

*'Good mental and emotional health is as important to a child's development as good physical health. Too often this can be neglected until problems and worries have become much more serious. The key to ensuring a strong emotional resilience among young people is early intervention. This involves tackling the root of the causes, including poverty and discrimination. The importance of prevention rather than the cure cannot be underestimated.'* **Angie Hart, Professor of Child, Family and Community Health at the University of Brighton.**

4.2. In his 2010 review, Professor Sir Michael Marmot highlighted the importance of taking a life course approach to tackling health inequalities, to build resilience and wellbeing of children and young people from all social backgrounds. He concluded that support needs to be in place before birth and throughout the life of the child to ensure positive outcomes. *Healthy Lives, Healthy People* outlined the need to build self-esteem, confidence and resilience in children. Marmot asserted that this can be achieved by:

- Recognising that the importance of good relationships with family, friends and others is vital in building resilience
- Recognising the importance of parental wellbeing in affecting the child's emotional health, wellbeing and resilience
- Ensuring early identification of need and provision of evidence based family centred support
- Focusing on early intervention and early help – both in early years and at trigger points during school-aged years
- Focusing on early identification of those women at risk of postnatal depression through antenatal assessment and post-natal depression screening, recognising family dynamics to provide a whole family approach
- Ensuring seamless support across the transitions from midwifery, health visiting, and school nursing services
- Ensuring that multiple services work together in a co-ordinated approach
- Helping to strengthen parenting skills using evidence-based programmes
- Awareness of balancing benefits and risks in family work.
- Ensuring continuous assessments to flag any concerns or delays

4.3. The World Health Organisation (WHO) report, Prevention of mental disorders: effective interventions and policy options, listed very similar protective factors:

Risk factors	Protective factors
Poverty	Economic security
Discrimination	Empowerment
Violence, abuse or neglect	Feelings of security, mastery and control
Peer rejection and isolation	Positive interactions with others
Stressful life events	Physical activity
Lack of family support	Stable family environments
Poor physical health/long-term condition	Healthy diet and lifestyle

4.4. The Five Ways to Wellbeing were developed by the New Economics Foundation (NEF) from evidence gathered in the UK government’s Foresight Project on Mental Capital and Wellbeing<sup>ii</sup> in 2008. The Project drew on research on mental capital and mental wellbeing through life.

4.5. The Five Ways to Wellbeing are a set of simple evidence-based actions which people can use every day to increase their wellbeing and mental health. They are: **Connect, Be Active, Take Notice, Keep Learning** and **Give**.

4.6. These were adapted to make them age appropriate for children and young people.

- **Connect** - Enable young people to spend time with friends and family.
- **Be active** - encourage regular exercise, individual and team sports.
- **Take notice** - Encourage awareness of environment and feelings.
- **Keep learning** - Encourage curiosity.
- **Creativity and play** - Encourage children’s imagination and creativity as they grow.



## 5. HAMMERSMITH AND FULHAM: PRIORITIES AND INITIATIVES

5.1. Priorities in the Hammersmith and Fulham's Health and Wellbeing Strategy 2014-16 include adolescent mental wellbeing as a key issue:

	Priority	Strategic Objectives	Success Measures
5	Integrated services across all relevant agencies which support prevention and early intervention to reduce avoidable demand	<p><b>More young people have a good level of social and emotional development</b></p> <p>Reduction in the number of young people requiring mental health services or admitted to hospital with an injury (self-inflicted, assault or accident).</p> <p>Reduction in number of underage/teenage/Looked After Children (LAC)/Care Leaver pregnancies</p>	<p>Response to emotional well-being questions in the Children &amp; Young People's Survey</p> <p>Number of CAMHS appointments/services required and reduction in hospital admissions due to mental health concerns, assault or accidents.</p> <p>Number of underage, teenage pregnancies.</p> <p>Number of LAC/Care Leaver pregnancies.</p>
6	Improving mental health services for service users and carers to promote independence and develop effective preventative services	<p>Improved experience of mental health services for users.</p> <p>People are supported to be independent</p> <p><b>People, including adolescents, LAC and Care Leavers, can access preventative mental health services</b></p>	<p>Reduced referrals into secondary care community services, increased step down to primary care services and good outcomes for these patients</p> <p>Good move on rates from inpatient rehabilitation services into more independent settings such as supported housing</p> <p><b>Development of interventions which promote early identification, mental well-being and resilience.</b></p>

5.2. In April 2013, the LSCB created a working group specifically to review how multiple agencies could work together to prevent suicide in children and young people. In October 2013, the group published its report and recommendations were cross referenced with the Public Health Prevention of Suicide Group. This work is continuing and includes updating guidance to schools on self-harm.

5.3. Furthermore, as part of the CCG annual mental health contract review, CAMHS service specifications were revised and common performance and reporting standards agreed across North West London for the first time. This

includes a Commissioning for Quality Improvement and Innovation (CQUIN) measure for CAMHS discharge, transition and parental mental health.

- 5.4. WL MHT are also developing a pilot in Hammersmith and Fulham for the new Children and Young People's Improving Access to Psychological Therapies (IAPT) programme, an intervention for children and young people experiencing anxiety or depression. This work builds on the success of the national IAPT programme for adults and Hammersmith and Fulham's 'Back On Track' programme.
- 5.5. A successful bid from the Children's Joint Commissioning Team has led to government funding for 'co-production' with young people to improve CAMHS service design. Rethink have been working in Hammersmith and Fulham with Looked After Children to identify priorities for service improvements. The two main areas identified for development were:
  - a) Professionals in social care and education should be able to discuss mental health issues openly and support young people in finding the right services.
  - b) Peer support groups for young people so they can learn from each other's experience and share ways of coping.

These insights will be incorporated into the Health and Well Being CAMHS Task & Finish work.

- 5.6. The Associate Director for Safeguarding in the CCG has initiated a review of the CCG's responsibilities for Looked After Children (LAC) and this will include CAMHS. 'Designated Doctors or Nurses' advise CCGs on Looked After young people, with a focus on CAMHS provision.
- 5.7. At its initial meeting in June 2014, the Tri-borough Children's Trust Board discussed deliberate self-harm, step up and step down to/from tier 4 services, and also the role of schools and school nurses in responding to children's mental health needs.

## **6. CURRENT PROVISION FOR ADOLESCENTS**

- 6.1. CAMHS is described in four tiers of need with different funding arrangements.

**Tier 1** - CAMHS support at Tier 1 is provided by practitioners who are not mental health specialists and work in universal services; GPs, health visitors, school nurses, teachers, social workers, youth justice workers and staff in voluntary agencies.

Practitioners offer general advice and treatment for less severe problems, promote mental health services, identify problems early and refer to more specialist services.

**Tier 2** - Practitioners at this level are CAMHS trained and work in community and in primary care settings (and many will also work as part of Tier 3 services). This can include primary mental health workers, psychologists and counsellors working in universal settings such as GP practices, paediatric clinics, schools and youth services. Tier 2 is often funded by the local authorities.

See Appendix 2 for the JSNA summary of services offered at Tier 2 and service data.

See Appendix 3 for spend at Tier 2 by the local authority and CCG.

**Tier 3** - CAMHS Tier 3 services are specialist and usually multi-disciplinary, working in a community mental health clinic or child psychiatry outpatient service, providing services for children and young people with more severe, complex and persistent disorders. Team members are likely to include child and adolescent psychiatrists, social workers, clinical psychologists, community psychiatric nurses, child psychotherapists, occupational therapists, art, music and drama therapists. Tier 3 CAMHS is funded by Hammersmith and Fulham CCG.

**Tier 4** - These are inpatient or specialised outpatient services for children and young people with mental illness. The units are staffed by CAMHS professionals from a range of professional groups, including child and adolescent psychiatrists, social workers, clinical psychologists, psychiatric nurses, child psychotherapists, occupational therapists, art, music and drama therapists.

These services are funded and commissioned by NHS England.

## **7. EARLY INTERVENTION AND RESILIENCE PROVISION (Tiers 1 and 2)**

- 7.1 Early intervention provided at a universal level and commissioned by Children's Services aims to take a holistic approach to mental health in line with Government aims to link physical and mental wellbeing. The Children's Services Outcomes Framework includes 'Young people have a good level of social and emotional development' as a key outcome (Outcomes Framework - universal outcome 3.3).

### **Early Intervention and building personal resilience in schools**

- 7.2 In schools there is no legal requirement for Personal, Social and Health Education (PSHE) but schools choose how to teach these invaluable life preparation skills through their curriculum and Ofsted inspects all schools' Spiritual, Moral, Social and Cultural Development (SMSC). Inspectors will take into account the impact of the range of opportunities provided for young people to develop their resilience and confidence in their assessment of promotion of SMSC.

- 7.3 Good examples of this which might occur in a classroom could include:
- Teaching that encourages participation, creativity, reflection and independence
  - Assessment and feedback that values pupils' work and effort
  - Activities that develop teamwork, leadership skills and self-reliance
- 7.4 Tier 1 training (Introduction to Child Mental Health) is offered to schools each quarter by WL MHT and delivered by Educational Psychologists, Tier 3 clinicians and outreach 'community' CAMHS service (C-CAMHS). C-CAMHS clinicians can also provide further on-site training for schools where particular mental health topics are identified.
- 7.5 Schools also commission training from the Primary Inclusion Development Service (PIDS). PIDS support primary schools to respond more effectively to the needs of children with behaviour, social and emotional difficulties. Part of the community CAMHS service delivery plan is to meet with head teachers and SENCOs (Special Educational Needs Co-ordinators) at least once a year (ideally termly) to identify gaps in supporting young mental health service users. This has led to local "Shared Understanding" meetings where Education Psychologists, the PIDS and community CAMHS clinicians were able to identify overlaps or gaps in current services to schools.
- 7.6 See Appendix 4 for a summary of the provision at tier 2 to schools from West London Mental Health Trust.
- 7.7 The Bridge Alternative Provision Academy (TBAP), a multi-academy trust, provides alternative provision and special educational needs (SEN) places for secondary aged young people in LBHF at The Bridge and for primary aged children at The Courtyard. These provisions enable young people with complex social, emotional and learning difficulties to engage with education and make steps towards achieving positive outcomes. TBAP has been judged outstanding by Ofsted.
- 7.8 LBHF Education Psychology Team provides support to all schools in the Borough. The focus is on early identification of children's social, emotional mental health needs. Educational psychologists work with children, young people, parents/carers, school staff and other practitioners to bring about change through developing shared understanding of a child's needs and planning approaches to these.
- 7.9 Educational psychologists provide direct interventions to support children's development and engagement with learning, including cognitive behavioural therapies (CBT), Video Interaction Guidance and Mindfulness Training. The latter has been successfully used with young people at The Bridge AP Academy.
- 7.10 A successful transition for young people to adulthood is achieved through focusing on good emotional and mental wellbeing and this consideration is core to all youth work in Hammersmith and Fulham.

7.11 Tri-borough Children's Services (Youth Services) commissions Spurgeons to provide a support service for **young carers** to improve their emotional resilience. This includes support in accessing other services such as one-to-one support, advice and guidance, free activities and events as well as regular term-time groups and activities during school holidays.

## **7.12 Family Support Localities Services**

7.13 Family Support Localities Service (FSLs) provides a borough-wide service providing a range of *'early help'* support for families who, either because of additional needs or because of less advantageous circumstances, require additional help alongside universal provision (e.g. children centres, schools, health visitors, GP's). The FSLs is made up of a wide range of practitioners, working together to provide parenting and family support. The service provides a range of support packages depending on the issues identified. It aims to build confidence within families in order for them to help themselves. This reduces on public services. The service offers support to children, young people and families, to develop resilience to their problems and help to provide the tools to 'bounce back'.

7.14 There has been a steady increase in the number of families accessing the service since it was established in June 2011, with an average of 520 families in receipt of support at any given time. The majority (over 50%) of requests for support come from schools.

7.15 Parents now have access to a range of parenting support, both one to one and group<sup>3</sup>, (some of which are co-run with the children's centres) along with practical support to address issues such as employment, benefits and housing. In addition, children and young people are offered support on a range of emotional, behavioural and lifestyle issues such as sexual health, substance misuse, anti-social behaviour and offending. This has resulted in families accessing and receiving support and managing issues at a much earlier stage.

7.16 School attendance has been a priority due to the strong protective factor that a good engagement in education provides to children and young people which continues in later life. The FSLs is responsible for working with schools on attendance and intervening where attendance falls below 90%. Hammersmith and Fulham is now slightly above the national average for both primary and secondary school attendance and within the top 20 local authorities nationally for secondary school attendance.

## **8. LAC CAMHS**

8.1 A small number of CAMHS staff provide specific support and advice in relation to looked after young people. Whilst this can include interventions with young people, in most circumstances the LAC CAMHS staff are advising and supporting carers and local social work staff on supporting young people with challenging behaviours.

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<sup>3</sup> some of the parenting groups are co-run with the children centres

8.2 As part of the move towards shared borough support services, LAC paediatricians, nurses and LAC CAMHS staff are being encouraged to look at collaborating in a 'Virtual LAC Health Service' operating across the three authorities. Whilst benefits include maximising co-ordination and efficiency, the complexities of bringing together health staff from five different employers and a variety of professional backgrounds should not be underestimated.

### 8.3 **Youth Offending Team**

A CAMHS nurse is embedded in the Youth Offending Team and offers assessment and treatment interventions to children and young people. Although the role is to focus on those not detained in secure training centres, they do also support young people pre-detention in order to help the young person engage with the mental health service provided in the detention centre.

WL MHT work with mental health services in detention centres to ensure there is continuity of mental health service provision when service users are released.

## 9. **MEASURING WELL-BEING**

9.1 With developments in policy and early mental health interventions there has been increased recognition of the need to measure the wellbeing of those young people most at risk of mental health problems which can affect educational attainment. These are young people who require the support of additional and/or different educational provision in order to engage.

9.2 The aim of providing a measure of well-being for young people in the Borough is to understand the relationship of mental and emotional wellbeing with educational progress and to give young people greater self-awareness of their own mental state, enabling them to seek support from schools at an early stage.

9.3 LBHF has commissioned a third sector organisation, New Philanthropy Capital (NPC), to support the development of a well-being measure for young people in the Borough. NPC has focused on well-being for many years, launching a Well-being measure nationally for use by third sector organisations in 2011. During the academic year 2013/14, NPC carried out a two-phase pilot to develop a wellbeing measure for LBHF young people age 6-16 years with variations to take account of moderate learning difficulties. The pilot included pupils from Cambridge School, The Courtyard Primary pupil referral unit and Fulham College Boys Autism Unit (Q4) and its final stages will include the creation of an IT version.

9.4 Implementation of the Wellbeing Measure in schools, alternative provision and other providers will follow during the autumn term 2014, led by educational psychologists, specialist teachers and the SEN Team. Wellbeing monitoring data for children funded from the High Needs Block will be collected from January 2015.

## 10. LEGAL IMPLICATIONS

- 10.1 The initiatives outlined in the report are consistent with Local Authority statutory functions of maximising the wellbeing of citizens. They are additionally consistent with the new statutory functions brought about by the Health and Social Care Act 2012 of improving health and reducing health inequalities.
- 10.2 Implications verified and completed by Jade Monroe – Senior Solicitor (0208 753 2695)

## 11. FINANCIAL AND RESOURCES IMPLICATIONS

- 11.1 Local children and adolescent mental health services are predominantly funded by Hammersmith and Fulham Clinical Commissioning Group.
- 11.2 Local authority funded CAMHS support will be re-assessed, taking into account the new Focus on Practice initiative.
- 11.3 Implications verified and completed by: Dave McNamara – Director of Finance (020 8753 3404)

### LOCAL GOVERNMENT ACT 2000 LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
	Tri-borough Children's Services Outcomes Framework	Kerry Russell, 0207 641 6033	Children's Services/Commissioning

#### LIST OF APPENDICES:

- Appendix 1 - Summary of Joint Strategic Needs Assessment (JSNA) on Child and Adolescent Mental Health for Hammersmith and Fulham (March 2013)
- Appendix 2 - Details of Tier 2 services available in Hammersmith and Fulham and relevant service level data (JSNA, March 2013)
- Appendix 3 - Spend on Tier 2 services
- Appendix 4 - Tier 2 provision to schools from West London Mental Health Trust.

## END NOTES

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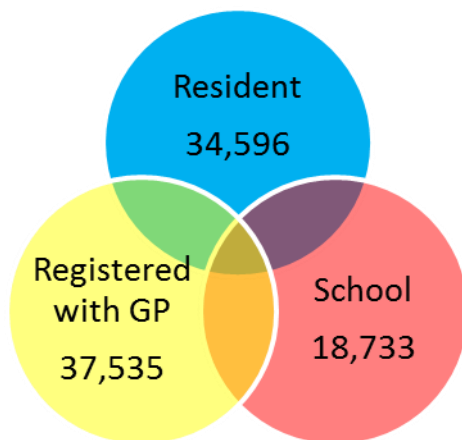
- <sup>i</sup> Age of onset of mental disorders: a review of recent literature, Kessler R.C. et al. *Current Opinion in Psychiatry* 2007; 20(4): 359.
- <sup>ii</sup> The New Economics Foundation (2008) *Five Ways to Wellbeing*: A report presented to the Foresight Project on communicating the evidence base for improving people's wellbeing.



## Extract from JSNA of CAMHS, March 2013

## HAMMERSMITH AND FULHAM SUMMARY OF LOCALISED NEED

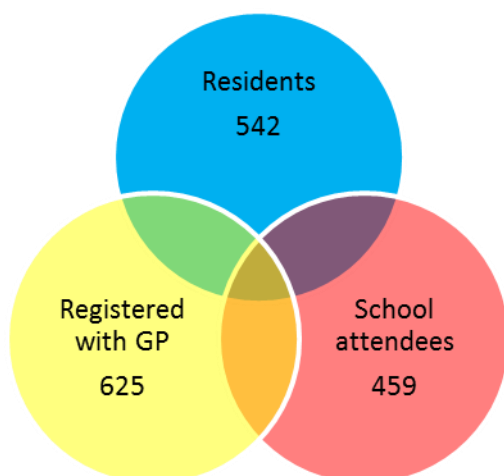
## CHILD POPULATION



## ESTIMATED NUMBER OF CHILDREN WITH MENTAL HEALTH CONDITIONS

Below are expected number of children with Mental Health conditions at any one time, calculated using prevalence estimates from 'Paying the Price' (Kings Fund, 2008). Data is presented for three relevant child population cohorts where possible - resident, registered, and children attending borough schools.

## Conduct Disorder

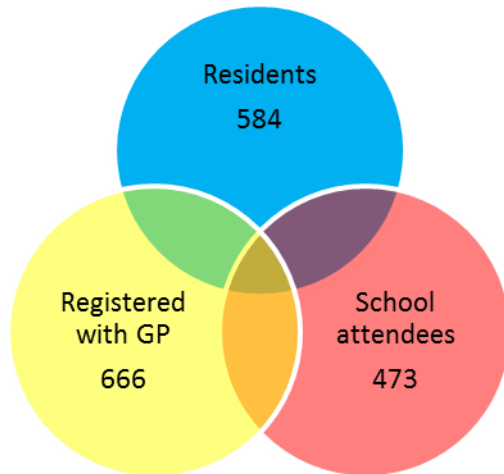


From the Tri-borough JSNA CAMHS, March 2013, available at [www.jsna.info](http://www.jsna.info)

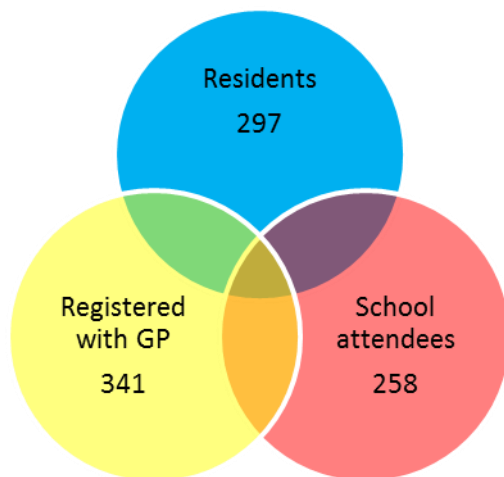
### Hyperkinetic Disorder



### Emotional Disorder

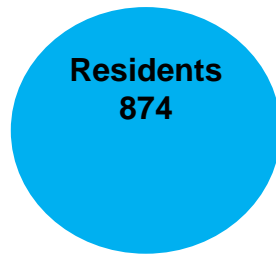


### Co-morbid Disorder

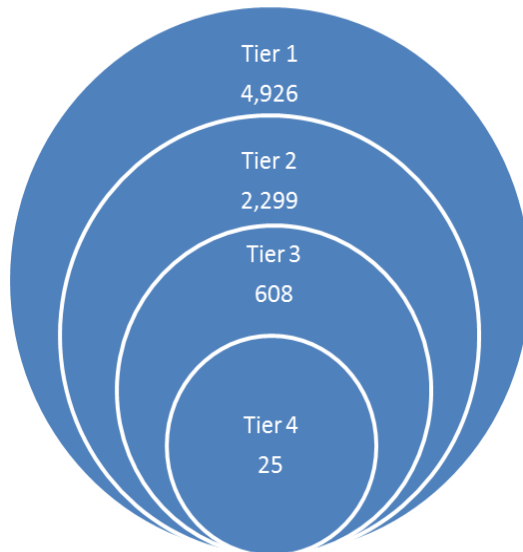


From the Tri-borough JSNA CAMHS, March 2013, available at [www.jsna.info](http://www.jsna.info)

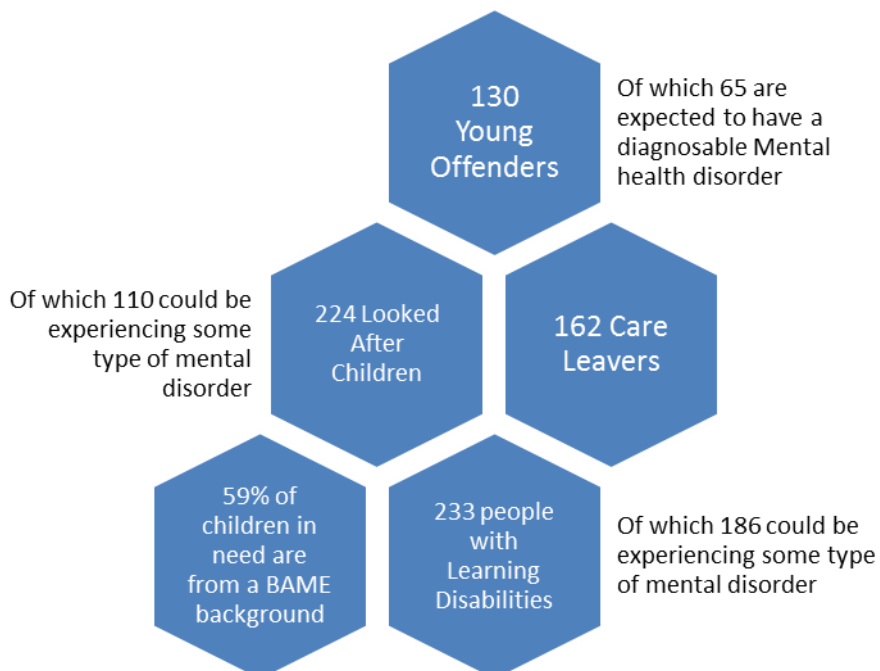
## Neurotic Disorder



## ESTIMATED NEED FOR CAMHS



## VULNERABLE GROUPS



From the Tri-borough JSNA CAMHS, March 2013, available at [www.jsna.info](http://www.jsna.info)

## Extract from JSNA of CAMHS, March 2013

### HAMMERSMITH AND FULHAM TIER 2 SERVICES

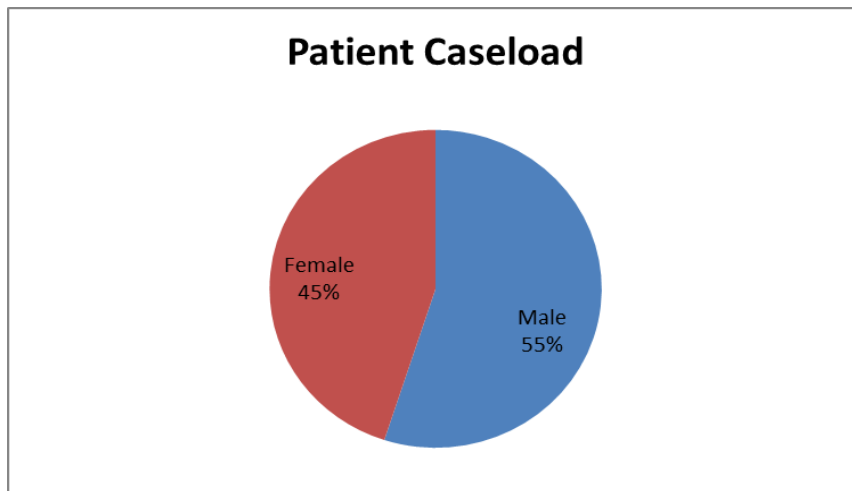
In Hammersmith & Fulham, Tier 2 services consist of Primary Mental Health Workers, Psychotherapists in schools, in the Primary Care Centre at Richford Gate, Looked After Children services, and services for Young Offenders. Data for those services is provided below.

The Tier 2 teams provide services in a number of community locations including schools, local authority sites, GP practice (Richford Gate), and home visits.

#### Primary Mental Health Workers

The Primary Mental Health Worker team provides support and guidance to promote children's emotional wellbeing in schools and other community settings, through consultation and training of professionals, and direct work with young people and families.

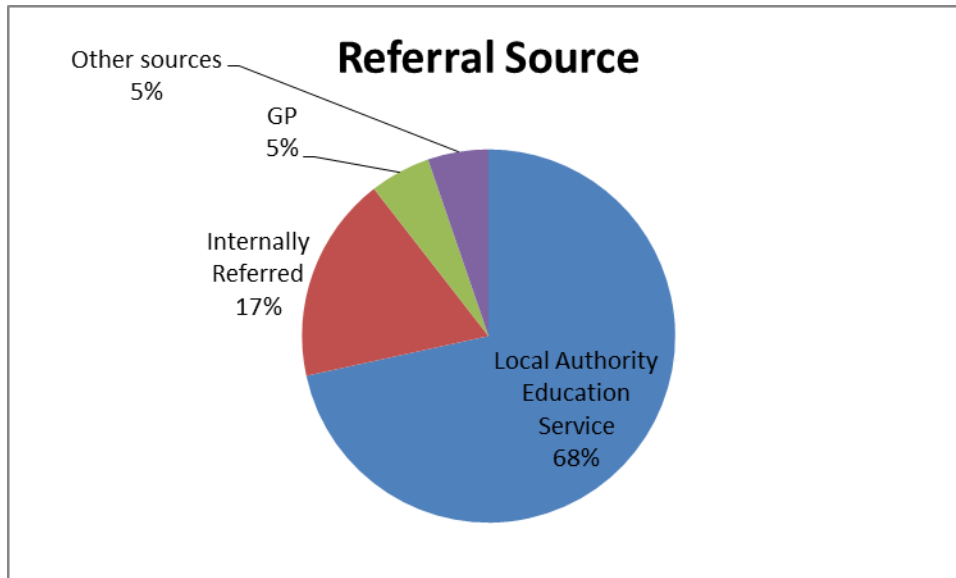
As of December 2012, the Primary Mental Health Worker caseload was 49 patients. 27 of the patients were Male (55%) and 22 were Female (45%).



The age range of patients seen was quite wide (ages 1-17). The ages which had the highest number of patients on the caseload were ages 4, 6, 11 and 12, each having 6 patients of that age.

There was no discernible difference in the ethnicity of this cohort of patients compared to that presented above for all CAMHS teams.

In terms of referral source, 68% of referrals came from the Local authority Education service, 17% were Internally referred, and 5% were from a General Practitioner. Only 11 other referrals came from outside of these sources.



Between April 2011 and March 2012, 1,224 appointments were offered, of which 82% were attended. Over this period DNA rates for this service averaged at approx. 16%.

### Psychotherapy in Schools

The Psychotherapy in Schools programme in Hammersmith & Fulham is a Child Psychotherapy outreach service for children with emotional and behavioural difficulties which is provided at a community Early Years Centre.

As of December 2012, the Psychotherapy in Schools caseload was 28 patients. 13 of the patients were Male (46%) and 15 were Female (54%).

The age range of patients seen was quite young (ages 2-12). The majority of patients were aged between 2 and 5 (89%) - only 3 patients were older than this age range. Due to the small numbers of patients it is difficult to draw distinct comparison to the local population in terms of ethnicity, as you would expect the data to fluctuate. However, as of December 2012, we can say that children of ethnic Black groups were over-represented in this cohort compared to the local population.

In terms of referral source, all except two referrals were from Local Authority Education Services.

Between April 2011 and March 2012, 542 appointments were offered, of which 94% were attended. Over this period DNA rates for this service averaged at approx. 6%.

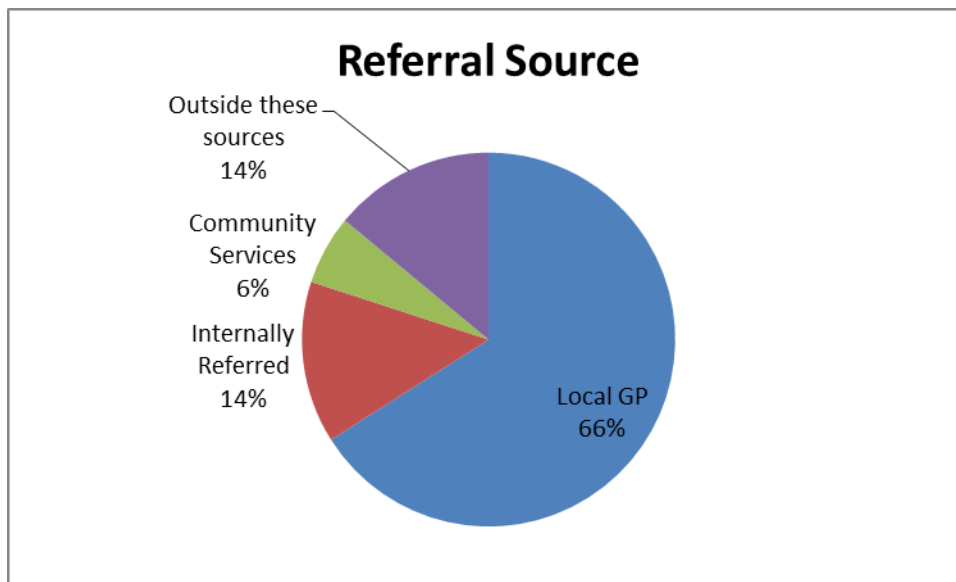
### Primary Care (Richford Gate)

The Richford Gate Primary Care Centre offers a Clinical Psychology service for children and young people with emotional and behavioural difficulties, providing time-limited interventions in a primary care setting.

As of December 2012, the Richford Gate caseload was 19 patients. 8 of the patients were Male (42%) and 11 were Female (58%).

The age range of patients seen was wide, between 2 and 17, and evenly spread between this age range. Due to the small numbers it is difficult to draw any inference into this.

For this service, data on ethnicity was poorly coded. With just over 50% of the patients having no ethnicity stated.



Between April 2011 and March 2012, 425 appointments were offered, of which 85% were attended. Over this period DNA rates for this service averaged at approx. 15%.

### Looked After Children

The Looked After Children service in Hammersmith & Fulham is a collaborative service that invites specialist mental health input into to a multi-agency service for Looked After Children and those leaving care. The LAC team remit is to provide a service to looked after children via direct work and through consultancy, teaching, training and therapeutic support to foster carers and social workers about understanding and responding to the mental health needs and experiences of children in care.

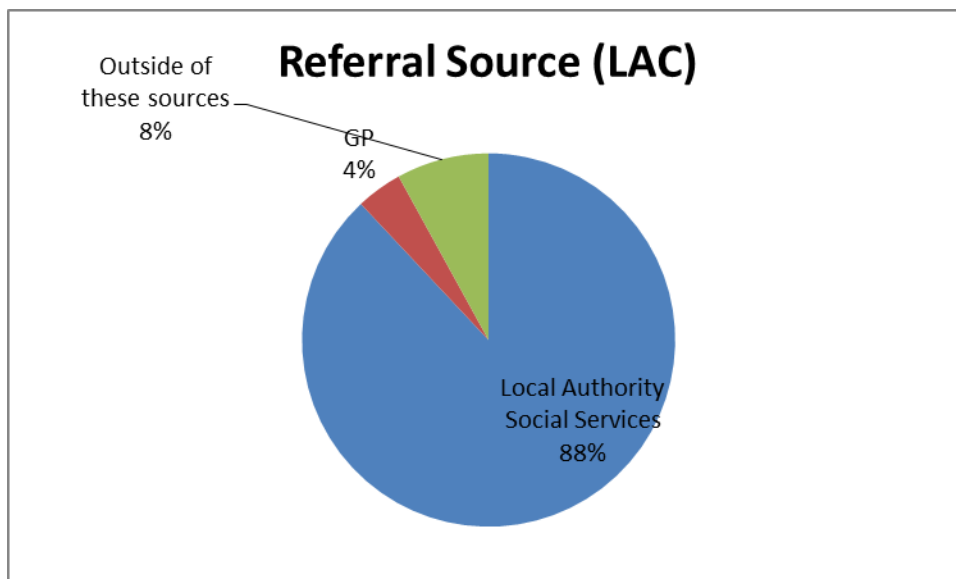
Distinctive direct models of intervention are used depending on what is perceived to be the most useful and appropriate for the child, carer or parent. The integrative approach enables the team to be adaptive to the needs of family placement services in order to continuously reassess and evaluate how support can be provided.

The overarching ethos of the service is to support the child, carer, family and professional systems to work together in bringing about positive outcomes for the looked after child.

The team are currently based with LAC services at Cobbs Hall. The team will see children and their families on site or in the home; this is dependent on what works best for the child and/or carer.

As of December 2012, the Looked After Children's team caseload was 52 patients. An even split of Male and Females were recorded, 26 of each. The age range of patients seen was wide, between 4 and 18, and evenly spread between this age range. Due to the small numbers it is difficult to draw any inference into this.

Due to the small numbers of patients it is difficult to draw distinct comparison to the local population in terms of ethnicity, as you would expect the data to fluctuate. However, as of December 2012, we can say that children of ethnic Black and Mixed groups were over-represented in this cohort compared to the local population.



Between April 2011 and March 2012, 265 appointments were offered, of which 76% were attended. Over this period DNA rates for this service averaged at approx. 24%.

Dominant themes within the referrals were reported as being:-

- Preventing placement breakdown.
- Directly or indirectly via the carer, supporting looked after children manage transitions (i.e. from birth family into care; moving foster placement; moving from foster care into permanency).
- Support to the carer in understanding and managing behaviours of looked after children.
- Emotional and behavioural difficulties of the child that can include severe temper tantrums.
- Self-esteem work with newly adopted young person.
- Preparatory work with family before referral to (out of borough) tier 3 CAMHS.
- Direct work with birth parent of looked after child.
- Support to the carer of a pregnant LAC (Unaccompanied minor).
- Eating problems for the looked after child.
- Child enuresis, and,
- Minor deliberate self-harm.

In addition to the data above, the Clinical Nurse Specialist of this team undertakes appropriately 30 consultations each month with social workers from the LAC & Leaving Care Service. From these, 10 approximate referrals are made to local or external tier 3 CAMHS, per month. 37

The Clinical Nurse Specialist currently has between 15-20 on-going liaisons with external agencies related to looked after children placed outside of Hammersmith & Fulham.

From the **Tri-borough JSNA CAMHS, March 2013**, available at [www.jsna.info](http://www.jsna.info)



## Access to Mental Health Services for Children and Young People in Hammersmith and Fulham

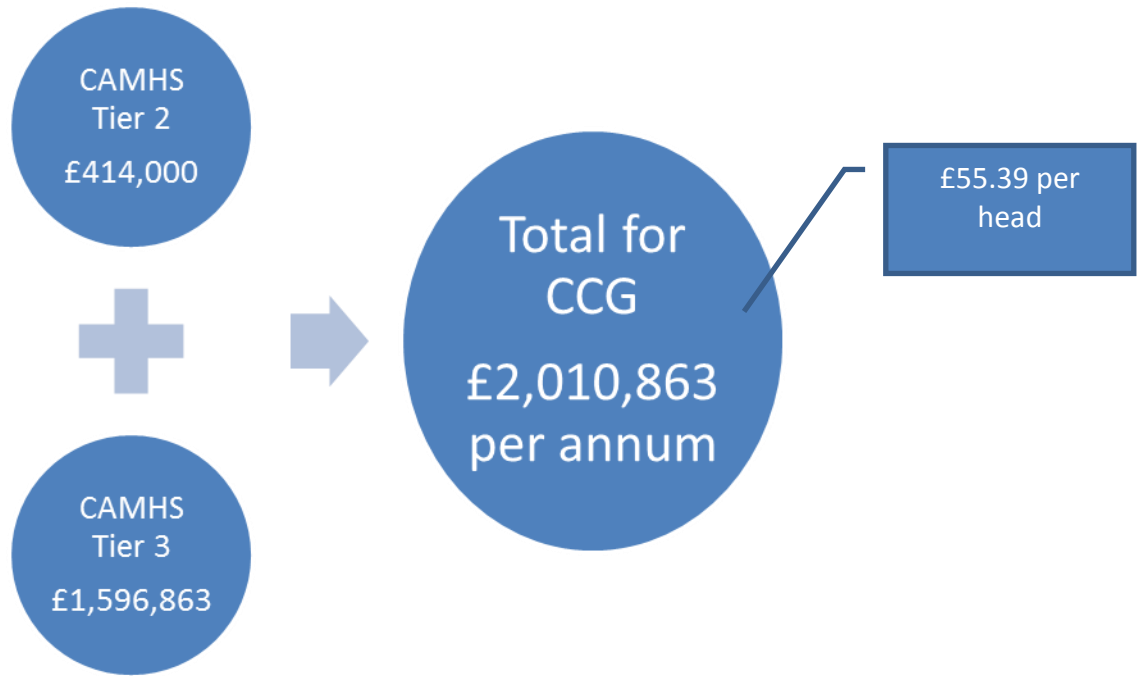
CAMHS Tier 2 posts funded by the local authority and overseen by the children's joint commissioners in the Commissioning Support Unit:

Team	Provision	Contract WTE	Contract Value
Looked After Children (LAC)	Nurse	1.00	52,655
LAC	Family Therapist	1.00	72,570
LAC	Family Therapist	0.20	12,664
LAC	Team Manager	1.00	73,790
<b>LAC - Team</b>		<b>3.70</b>	<b>211,680</b>

Primary Mental Health Worker (PMHW)	Nurse	1.00	40,480
PMHW	Psychotherapy	1.00	28,808
PMHW	Psychotherapist	1.00	47,425
PMHW	Psychotherapy	0.90	25,464
PMHW	A&C Support Staff	0.50	7,707
PMHW	Psychotherapist	0.80	41,138
<b>Early Intervention Team (CAMHS tier )</b>		<b>5.20</b>	<b>191,022</b>

CCG spend on child and adolescent mental health services:

CCG	CAMHS Tier 2	CAMHS Tier 3	Total for CCG	Total per head of population
Hammersmith and Fulham	£414,000	£1,596,863	£2,010,863 per annum	(Number of under 18 year olds = 36,301)  = £55.39 per head



## **Access to Mental Health Services for Children and Young People in Hammersmith and Fulham schools (Tier 2)**

West London Mental Health Trust (WLMHT) delivers comprehensive mental health services to children and young people in Hammersmith and Fulham through clinic based CAMHS (<sup>1</sup>Tier 3 service) as well as an outreach 'community' CAMHS service (C-CAMHS) in schools. A range of interventions are provided including: consultations to schools; brief therapy or longer term complex multi-disciplinary or multiagency intervention.

In addition to Local Authority (LA) and Clinical Commissioning Group (CCG) commissioned services, a primary school in the borough independently commissions one session per week of child psychotherapy, and a nursery school commissions 4 sessions per week of child psychotherapy from WLMHT.

### **What access do schools have to support their relationships with children using mental health services?**

- Each school in H&F has a named link C-CAMHS practitioner. C-CAMHS practitioners provide consultation to schools (open to all staff), delivered by training on identified needs to school on inset days or with groups of staff or 1-to-1 consultation with staff.
- C-CAMHS practitioners work in collaboration with Head teachers and Special Educational Needs Co-ordinators (SENCO) to identify themes as part of regular evaluations of C-CAMHS support for the school.
- They also act as a link between the young person, family, school and Tier 3 CAMHS.
- Tier 3 CAMHS supports all referrers including schools by providing mental health advice and signposting to appropriate services. Head teachers and SENCOs can make direct referrals to Tier 3 in consultation with a C-CAMHS clinician or Educational Psychologist (EP).

### **What help is available to parents?**

- Parents can access C-CAMHS consultations at their child's school.
- This can generate further referrals to Tier 3 CAMHS or support from the Family Support Locality Service (FSLs) Family Practitioners or for more complex circumstances, to the Family Recovery Project (Family Coaches).
- Appropriate local community services such as YUVA (for young people with violent behaviour) are also available.
- Family GPs can provide advice, support and access to additional medical services if required.

### **Can young people self-refer themselves to services both initially and if they have a recurring need for support?**

- Young people can self-refer to C-CAMHS.
- Referrals to Tier 3 CAMHS must be made through C-CAMHS, GPs, other health professionals, social workers, Head teachers, SENCOs or EPs.

### **How are young people involved in designing local mental health services?**

- Involved in *The Big Shout* consultation event held in June 2012.
- Service User Satisfaction is recorded as an outcome measure and will be reported as part of a revised performance framework.
- Young people encouraged to take part in WLMHT CAMHS recruitment panels and participate in CAMHS stakeholder events.
- The organisation, Rethink, worked with Looked After Children to identify what they felt was missing from the service and what changes could be made to meet these needs. This included the need for professionals in social care, education and other services to be able to discuss mental health issues openly and help young people to access the appropriate services and the need for a peer support group so young people can learn from each other's experiences and share ways of coping.

### **Are counselling services widely available in local schools?**

- Each school has a named C-CAMHS practitioner.
- Where schools have limited pastoral support, this is topped up by a partnership between C-CAMHS clinicians and Family Coaches from the Tri-borough Family Recovery Project, and FSLs Localities' staff.
- C-CAMHS also signpost and refer to other appropriate counselling services or Tier 3 CAMHS.
- Schools are also able to access independent counselling services.

### **If children move into or out of the area can they immediately access services or do they have to be re assessed?**

- If a child moves out of borough but remains in a Hammersmith & Fulham school, consultation and therapeutic work delivered by WLMHT continues as normal.
- Where there is a change of school and a move of borough, a summary of the child's history of therapeutic input is provided to the new CAMHS service.

- If no clinical information is provided about a child moving into H&F, a new assessment is required.
- Transfer and discharge summaries are given to Tier 3 CAMHS in the case of a referral to ensure seamless care provision transfers.
- In cases where families move into areas where CAMHS services have waiting lists for interventions, transfer and discharge summaries advise on the assessed priority and risks on a case by case basis.

	<p align="center"><b>London Borough of Hammersmith &amp; Fulham</b></p> <p align="center"><b>CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE</b></p> <p align="center"><b>18 NOVEMBER 2014</b></p>
<p><b>EXECUTIVE DIRECTOR'S UPDATE</b></p>	
<p><b>Report of the Executive Director of Children's Services</b></p>	
<p><b>Open Report</b></p>	
<p><b>Classification - For Review &amp; Comment</b></p>	
<p><b>Key Decision: No</b></p>	
<p><b>Wards Affected: All</b></p>	
<p><b>Accountable Executive Director:</b> Andrew Christie, Tri-borough Executive Director of Children's Services</p>	
<p><b>Report Author:</b> Andrew Christie, Tri-borough Executive Director of Children's Services</p>	<p><b>Contact Details:</b> Tel: 020 8753 3601 E-mail: <a href="mailto:andrew.christie@lbhf.gov.uk">andrew.christie@lbhf.gov.uk</a></p>

## 1. EXECUTIVE SUMMARY

- 1.1. This report provides a brief overview of recent developments of relevance to the Children's Services department for members of the Policy and Accountability Committee to consider.

## 2. RECOMMENDATIONS

- 2.1. The Committee is asked to review and comment upon the contents of this report.

### RECENT DEVELOPMENTS

## 3. EDUCATION

- 3.1. The borough's percentage of students provisionally achieving 5 or more GCSEs at Grades A\*-C including English and mathematics, was 65% in 2014. This was considerably above the national average for maintained schools for 2013 (59%). While 65% is below the 67% achieved in 2013, the result needs to be placed in the context of the changes to the GCSE examinations which has had an impact on results nationally. The percentage achieving the English Baccalaureate (a combination of

English, mathematics, science, a language and a humanities subject) was 37% in 2014 was well above the national figure of 23% in 2013.

- 3.2. For A Levels, the percentage of papers awarded a Grade A\*-B was provisionally 53% in 2014, which was above the 2014 national average (52%). Those achieving the highest grades (Grade A\*-A) was 28%, which was also above the national average of 26%.
- 3.3. Since the start of the Autumn Term and at the time of writing this report two of the borough's schools have been inspected by Ofsted (Queensmill and Normand Croft). A verbal update on the published outcomes will be possible by the time of the meeting. The overall judgements for all LBHF schools (including Academies and Free schools) as at 24 October based on their most recent inspections are as follows:

<b>Judgement</b>	<b>No. of schools</b>	<b>Percentage</b>
<b>Good/Outstanding</b>	47	84%
<b>Outstanding</b>	22	39%
<b>Good</b>	25	45%
<b>Require improvement</b>	7	13%
<b>Inadequate</b>	2	4%
<b>Total</b>	56	100%

- 3.4. The percentage of schools rated as good or outstanding by Ofsted at 84% is above the latest published national average of 80%
- 3.5. Key aspects of the Children and Families Act in relation to children with special educational needs (SEN) and disabilities have been implemented and the target date of 1 September has been achieved where required. Specific developments include:
- A single assessment process leading to a Education, Health and Care Plan (replacing statements of SEN)
  - Publishing the 'Local Offer' of services for children with SEN on the Council's website
  - A Special Educational Needs key-worker service model with recruitment to key posts
  - Training and briefing sessions for officers who are working under the new arrangements
  - A policy for the initial implementation of Personal Budgets
  - Work with colleagues in Adult Social Care to understand the support and education requirements for young people aged 16 and above.

#### **4. Children's Social Care**

- 4.1. Following on from the announcement of the DfE's approval of our bid for £4.25million funding to implement the Focus on Practice initiative, there have been a number of developments as the programme starts to be implemented. The programme was formally launched through two events on 10 October which were attended by frontline staff and managers and addressed by the Cabinet Member for Children and Education. Recruitment is under way for 10 transitional social workers and 10 clinical practitioner posts across the three boroughs. Training providers will be identified in early December, to deliver learning of the four methodologies (systemic practice, Signs of Safety, motivational interviewing and parenting theory and skills). Practitioners and managers commence training in late January 2015.
- 4.2. Family Services continues to carefully monitor key performance indicators in relation to vulnerable children. Numbers of children with child protection plans have increased over time and are currently at a higher number compared to anytime over the previous three years. The rate of child protection plans per 10,000 of the child population is higher than both the England and London rates. There continues to be a downward trend in the number of children in care with the total number steadily declining from 200 on 1 April 2014 to 185 in September. This reduction can be attributed to fewer children coming into care and more leaving care. Although the numbers of care leavers have marginally increased, numbers have remained comparable.

#### **5. Troubled Families**

- 5.1. A request was made for further information regarding families who have not been "turned around" by the Troubled Families programme. i.e. qualified for payment by results. Analysis is available of those cases where there has been no Payment by Results in the most recent claim which was made in August 2014.
- 5.2. The greatest proportion of non-improvement was shown in cases triaged as "level 3", i.e. Family Recovery. These are families identified as having the greatest needs and being furthest away from change. There was least improvement on the "Not moving off benefits" category for this cohort, with only 41 or 3% of families being evidenced as moving into 'continuous employment' for the whole 540 family cohort so far. Work is taking place with the Council's regeneration department and Job Centre Plus to develop a more bespoke offer to parents and young adults in these families. 54% of cases where there was no improvement were as a result of non improvement in Youth Crime. The Youth Offending and the Troubled Families teams are working on reducing re-offending by implementing a number of additional interventions. The next highest category was education accounting for 36% of non-improved cases (most were because there was no reduction or an increase in the number of fixed term or permanent



exclusions) and lastly 11% of Anti-Social Behaviour cases did not change.

- 5.3. The families that did not change tended to have a greater number of children in the family, on average 3.5 compared with 2.7 average for the programme. They also had a greater number of children attending a Pupil Referral Unit, a greater number of young people not in education, employment or training (NEET), a greater number of children identified as Children in Need, a higher likelihood of family members being notified to the Multi-agency Risk Assessment Conference (MARAC) or experiencing domestic violence and a slightly increased number of young people having substance misuse issues that reach the threshold for structured treatment.
- 5.4. In summary families with greater levels of problems have been harder to change. However the programme is not complete and there are 7 more months to work and measure the impact in families behaviour and there is projection of 80% or more who where work is likely to lead to Payment by Results by the end of January 2015.

## **6. Young people**

- 6.1. The Borough Youth Forum (BYF) are planning their outreach programme for the coming 6 months which will involve hosting BYF sessions in schools and youth clubs around the Borough. The Member of the Youth Parliament (MYP) and Deputy Member of the Youth Parliament (DMYP) are leading on this piece of work and are currently identifying areas of interest. The annual British Youth Council "Make your Mark Survey" was held in the borough and over 4000 votes were received. The results of the voting will go inform the annual House of Commons debate. The issues that Hammersmith & Fulham young people said were most important to them were as follows:

1. Curriculum for life – 1193 votes
2. Work experience – 402 votes
3. Vote at 16 – 290 votes

"Curriculum for life" covers a need identified by young people for the school curriculum to include input on practical life skills, particularly around finance and understanding of further and higher education costs and funding.

Sessions will be planned around these issues to obtain feedback from young residents on how they would like us to feed into the Council decision making process and policy. Councillor MacMillan and Councillor Fennimore will be invited back to the BYF to discuss ways of working together to address some of the issues resulting from the Survey.

- 6.2. The BYF are also planning the "Youth Take Over Day" which is being held on 21 November and will have a role in the delivery of events and

hosting other young residents on the day. Work on the proposed election process, to form a newly elected Hammersmith & Fulham Youth Parliament will be prioritised after the Youth Takeover Day.

- 6.3. The Local Safeguarding Children Board have invited the BYF to attend a consultation and engagement group to give their views on safeguarding in the borough.

## **7. Commissioning**

### **7.1. Passenger Transport**

- 7.2. The Passenger Transport Working Group has now met on two occasions. It is chaired by the Chair of Governors for Queensmill School and has 14 members including two head teachers, three elected members, representatives of parents and the voluntary sector along with the Executive Director, Director of Children's Commissioning and the Assistant Director for Special Educational Needs. The Group is assessing and reviewing future options for the development of the service.

- 7.3. Performance of the Passenger Transport Contract continues to be reported on, reviewed and responded to on a weekly basis in respect of Hammersmith & Fulham children. The volume of activity over the first half of the Autumn Term has been as follows:

The service has been providing transport for 201-213 children a week (the numbers being transported has increased slightly throughout the term). Therefore there were between 2010 and 2130 individual journeys made by the children concerned in every full week.

The Transport Commissioning Team (TCT) has been contacted on 203 occasions during the period. There have been 36 notifications of delays to individual routes. There are 60 routes which operate twice daily for Hammersmith & Fulham children (41 bus routes and 19 taxi routes). Therefore the highest percentage of delay notifications experienced in one week was during week ending 17 October when 7 or 1.2% of journeys were delayed. A total of 153 Hammersmith & Fulham children have been on buses affected by notified delays over the half term, although this total may include children who were affected on more than one occasion. There were a total of 56 complaints, a high number of which were made during the first part of the half term. The majority of the complaints (60%) tend to be regarding lateness and delays. Other complaints tend to be related to planned collections of children at the start of the day, issues in relation to vehicles provided and staff skills or behaviour.

- 7.4. The TCT receives calls in respect of a wide range of circumstances: delay notifications; complaints and dissatisfaction with the service; or simple notifications e.g. that a child does not need to be taken to school that day. In addition to telephone calls to the TCT, such

notifications and concerns are also collated from visits and presence at various schools.

- 7.5. Contract meetings are scheduled to take place with the SEN bus operators during the half term holiday in order to review the performance and identify and agree the areas where further improvements are still required. Journey delays will be a particular focus including whether additional proactive planning is required by the operators in order to mitigate against difficulties such as long-term road works.

### **Children's Centres**

- 7.6. At the October Cabinet meeting it was agreed to extend the contracts of the borough's Children's Centres for at least another 6 months until September 2015 with provision for a further extension until March 2016. Children's Centres provide a range of front-line services for vulnerable families and enable the Council to meet a number of statutory duties.
- 7.7. In the last year, the Children's Services Commissioning Directorate has been working with Family Services on an Early Help Review to assess the current picture, identify local and national best practice, and make some recommendations about future delivery of services. The extension in contracts will ensure the administration have sufficient time to consider these options and shape the services.

## **8. EQUALITY IMPLICATIONS**

- 8.1. As this report is intended to provide an update on recent developments, there are no immediate equality implications. However any equality issues will be highlighted in any subsequent substantive reports on any of the items which are requested by the Committee.

## **9. LEGAL IMPLICATIONS**

- 9.1. As this report is intended to provide an update on recent developments, there are no immediate legal implications. However any legal issues will be highlighted in any subsequent substantive reports on any of the items which are requested by the Committee.


## **10. FINANCIAL AND RESOURCES IMPLICATIONS**

- 10.1. As this report is intended to provide an update on recent developments, there are no immediate financial and resource implications. However any financial and resource issues will be highlighted in any subsequent substantive reports on any of the items which are requested by the Committee.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	None.		

# Agenda Item 8

	<p><b>London Borough of Hammersmith &amp; Fulham</b></p> <p><b>CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE</b></p> <p><b>18 NOVEMBER 2014</b></p>
<p><b>PROPOSALS FOR THE COMMISSIONING OF SCHOOL MEAL SERVICES</b></p>	
<p><b>Report of the Director of Children's Commissioning</b></p>	
<p><b>Open Report</b></p>	
<p><b>Classification - For Review &amp; Comment</b></p>	
<p><b>Key Decision: No</b></p>	
<p><b>Wards Affected: All</b></p>	
<p><b>Accountable Executive Director:</b> Andrew Christie, Executive Director of Children's Services</p>	
<p><b>Report Author:</b> Rachael Wright-Turner, Director of Commissioning, Children's Services</p>	<p><b>Contact Details:</b> Tel: 0207 745 6399 E-mail: <a href="mailto:rachael.wright-turner@rbkc.gov.uk">rachael.wright-turner@rbkc.gov.uk</a></p>

## 1. EXECUTIVE SUMMARY

- 1.1. The legal responsibility for the provision of school meals transferred to the Governing Bodies of schools with the delegation of school meals funding. The cost of providing school meals is funded from Dedicated Schools Grant and income from parents and carers. The value of the special/nursery/primary and secondary school contract is approximately £4m per annum for LBHF.
- 1.2. In 2012 the Schools Forum in the London Borough of Hammersmith and Fulham agreed to work with children's services commissioners to consider a new school meals model developed in partnership with the Royal Borough of Kensington and Chelsea, and the City of Westminster. The priority remains to deliver a high quality nutritious meal that children want to eat and that parents and carers can afford.
- 1.3. The three boroughs agreed in 2013 to align their commissioning timetables in order to increase their purchasing leverage through combining volumes and contract management arrangements, without compromising the principle of individual borough based contracts. The School Meals project has worked with schools in all three boroughs to

deliver this approach, and provide an opportunity to achieve efficiencies through partnership working.

## **2. RECOMMENDATIONS**

- 2.1. Members are asked to review and comment on the schools meals commissioning plans for the London Borough of Hammersmith and Fulham, including:
- the approach to commissioning and involvement of Schools Working Group;
  - proposals for service requirements and quality standards;
  - proposals for future contracting arrangements;
  - consultation and engagement with schools;
  - engagement with the market;
  - social value considerations;
  - commissioning and service implementation timetable (Appendix 1).

## **3. CURRENT ARRANGEMENTS**

- 3.1. The provision of free school meals is a statutory provision within the Education Act 2003 (amended 2011). Each governing body has a statutory duty to provide free lunches for eligible pupils and the opportunity for other pupils to buy a lunch each day. Since September 2014, schools also have a duty to provide a free infant meal for all children in Key Stage 1.
- 3.2. The current school meals contract is delivered by Eden Foodservices, and is commissioned by the Council on behalf of participating schools. 43 special, nursery, primary, and secondary schools/academies are currently provided a schools meals service through this centrally held contract.
- 3.3. The LBHF contract was awarded by Cabinet in 2009 and has now been extended to November 2015 to support the commissioning process for new arrangements, providing sufficient time for a planned transition and contract mobilisation.
- 3.4. During the original procurement the initial intention was that schools would hold their own contracts with the provider. However schools at that time requested that the Council retain a lead role a little longer, to oversee the initial outsourcing of the service. This was a first-generation TUPE transfer and schools felt that it would be too complex to introduce new contracting responsibilities at the same time. It was proposed that the Council would lead the first contract but that moving forward schools would take contracting responsibility for the second generation contracts, bringing school meals commissioning in line with the majority of school third party spend.
- 3.5. Take-up of school meals is very high in the borough at over 70% compared to 45% nationally. Results from the latest round of site inspections by the Council's client-side organisation showed good levels of satisfaction from schools with the centrally held contract.

- 3.6. The catering provision within special, nursery and primary schools are generally similar but with different portion sizes. A hot meal is offered at lunchtime and meals are either prepaid or free. The catering provision within each secondary school is substantially different to those of primary schools and is bespoke to each school. In secondary schools the service can include retail breakfast, mid-morning break, lunch, and other catering and vending services.
- 3.7. There are some schools without kitchens (“Dining Centres”) which are supplied by other schools with kitchens (“Production Kitchens”). The management of these arrangements is between school governing bodies, which are generally collegiate in their approach.
- 3.8. The cost of a school meal in a nursery, primary, or special school is £3.13 per meal (as at March 2014). This cost is a fixed price, and includes the following elements: cost of the food, costs to provide the meal including staffing, transportation and light equipment, administrative overheads, and costs for the repair, maintenance, replacement and purchase of heavy equipment. In addition, some schools choose to pay for an adult meal for those who are supervising at lunchtime.

#### **4. APPROACH TO COMMISSIONING AND ENGAGEMENT WITH SCHOOLS**

- 4.1. It is proposed that the school meals commissioning process is aligned with the Royal Borough of Kensington and Chelsea (RBKC) and Westminster City Council (WCC). In 2013, the three boroughs agreed to align their re-procurement timetables in order to provide an opportunity to realise potential economies of scale, without compromising the principle of individual borough based contracts or the option of different contractors in different boroughs. The School Meals project has worked closely with schools in all three boroughs to deliver this approach.
- 4.2. The first phase of commissioning is focused on services for nursery, primary and special schools across the three Boroughs. Secondary schools have significantly different requirements and further work is in progress to identify an appropriate commissioning strategy to meet their needs. This can be provided to CEPAC for consideration at a future date.
- 4.3. A School Representative Working Group with representatives, from 21 schools, meets regularly with council officers to inform the design of future service arrangements and commissioning strategy. The purpose of the Schools Working Group is to:
  - a) Ensure that schools and Head Teachers are fully involved, and schools’ interests are represented, in the delivery of the project’s aims and objectives;
  - b) Secure agreement, on behalf of all schools, on key decisions regarding the development of the project;

- c) Reduce the risk of project failure through the early identification of risks and issues.
- 4.4. The Working Group has held workshops to consider decisions on price harmonisation, food standards, social value, contracting models, and customer feedback. Schools will be heavily involved in the evaluation of tenders with the intention that borough specific representatives making recommendations on the provider for each borough lot.
- 4.5. In addition to the detailed work carried out by the Schools Working group, regular engagement with stakeholders has been carried out in a variety of ways:
- Four e-bulletins have been sent to schools in December 2013, and February, May and September 2014 to inform them of developments and decisions made by their representatives at the Schools Working Group.
  - A survey of 25,000 parents, carers and guardians was distributed in January 2014 (with nearly 4000 responses).
  - Council officers have produced reports and presentations for schools, School Forums and Governing Body Forums
  - A detailed Questions and Answers pamphlet and a 'procurement indication form' was sent to head teachers and chairs of governors in June 2014
  - A change readiness assessment will be carried out with schools in each Borough after October half term 2014.
- 4.6. Feedback from schools to date has been that they feel involved and well-informed about the commissioning project.

## **5. SERVICE DETAILS**

- 5.1. The Schools Working Group and council officers are in the final stages of work to develop a service specification which covers both food and non-food requirements. This sets out expectations regarding specifics such as food quality and menu standards, use of premises, equipment, compliance to legislation, performance monitoring arrangements, transportation, payment, or deep cleaning schedules.
- 5.2. There is provision in the specification for sustainable food, local sourcing, and organic food in accordance with prescribed food and buying standards, including the Food for Life Silver or Gold Catering Mark.



## **Quality Standards**

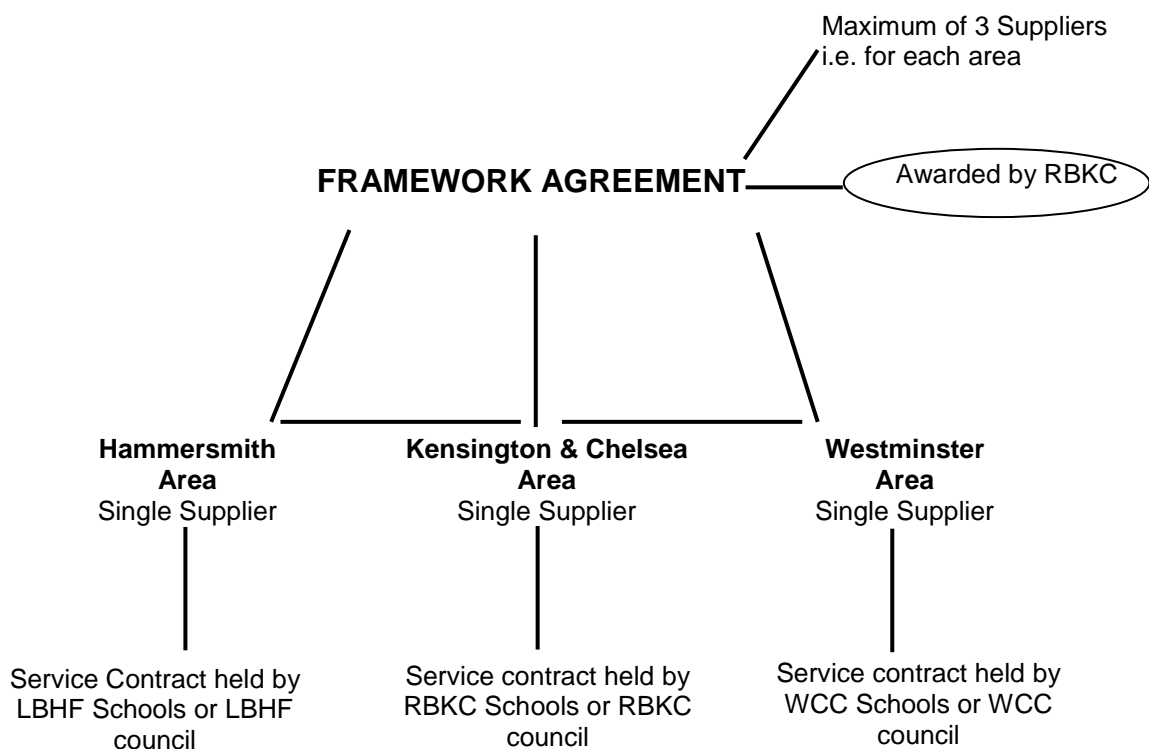
- 5.3. The Food for Life Catering Mark is a standard that sets the proportion of freshly cooked, local, seasonal and organic food on a menu that is freshly cooked, local, seasonal and organic, and currently has three standards: Gold, Silver, and Bronze. It is independently audited and recognised by Government as a tool to identify best practice. More information is in Appendix 2.
- 5.4. The school meals team secured a Silver standard for nursery, primary and special schools meals in April 2014. Schools have been consulted on which standard they would like in the new contract. Some LBHF schools are interested in having the Gold standard and the project team has been asking potential contractors for a clearer indication on the difference in price. From the information currently available it appears that the difference in food cost is likely to be around 10p per meal. Public Health has assured schools that all three standards meet nutritional values.
- 5.5. The proposed school meals specification makes specific provision that the contractor informs the School Meals Contract Board (comprising school representatives and council officers) about the supply chain and undertakes DNA food sampling audits termly for a range of foodstuffs agreed in advance with the School Meals Contracts Team.

## **6. MARKET ENGAGEMENT**

- 6.1. Two market engagement events (May 2013 and June 2014) have been held with potential and current providers to inform the development of service requirements and commissioning strategy. The initial two day soft market testing gained the views of eight potential providers to ensure the direction of travel was realistic.
- 6.2. In June 2014 six school meals providers, including the three incumbent contractors, were invited to a second managed soft market testing process. They each provided invaluable insight from their viewpoint into issues of commercial viability, risk, managing multi tiered workforces, tendering timetables, contract mobilisation and decommissioning timeframes, pricing mechanisms, selling price and best value optimisation and how these issues might be addressed through the procurement process, the framework agreement and subsequent call off contracts.
- 6.3. Each contractor expressed that a borough based arrangement would be the best model to follow, with a discounted pricing mechanism should more than contract be awarded to the same contractor and that the secondary schools should be contained in a different package to special, nursery and primary schools.

## 7. PROPOSED PROCUREMENT AND CONTRACT ARRANGEMENTS

- 7.1. The proposed procurement strategy was considered by the Contract Approvals Board in August 2014. It is proposed to establish a Framework Agreement, to be hosted by RBKC, from which the Councils or schools could “call-off”, to contract directly with providers from the framework for services. Services will be bundled into Borough specific ‘packages or lots’ (i.e. sovereign) – meaning that tenders will be invited and evaluated for the delivery of services in each borough specific ‘lot’ of participating special, nursery and primary schools.
- 7.2. Providers may choose to tender for services in one borough only, or for two, or for all three borough lots. Each lot will be evaluated independently. In the event that one provider is successfully appointed to two or more lots, the advantage of collaboration within a framework arrangement presents opportunities to achieve volume discounts and efficiencies through economies of scale.



- 7.3. To date 37 special /nursery/primary schools in the London Borough of Hammersmith and Fulham have indicated in writing, their intention to join the procurement approach. Eight schools have indicated that they will make their own arrangements.
- 7.4. Across the three boroughs, 99 special/nursery/primary schools have indicated in writing, their intention to join the procurement approach. Twenty five schools have indicated that they will make their own arrangements.

## **CONTRACT ARRANGEMENTS**

- 7.5. It is proposed that the contract(s) are for three years with the opportunity to extend for a further two years. This is favoured by both the Schools Working Party and the providers involved in soft market testing in 2014.
- 7.6. Preliminary legal advice suggests that existing catering staff are likely to be eligible to transfer to any new contractor on their current pay, terms, conditions, and pension entitlements under the Transfer of Undertakings (Protection of Employment) Regulations (“TUPE”). Officers will shortly be consulting with the current school meals contractor on how best to communicate the forthcoming procurement, and the applicability of TUPE, to their catering staff.
- 7.7. The Local Authority currently holds the catering contract on behalf of schools. The commissioning of new contracts requires an assessment of whether to continue with this arrangement, or whether schools will contract directly with catering providers. There are advantages and disadvantages to both schools and the Council from either approach, and these are summarised in Appendix 3.
- 7.8. In either scenario the Council will continue to manage and support the commissioning and procurement process and will provide schools with contract monitoring and management services through a Service Level Agreement. Schools have made clear that they value the commissioning and procurement support provided by the Council.
- 7.9. The Council has historically been responsible for paying the contractor (as the contracting authority) and the associated costs. There is an administrative overhead associated with collecting the information from the school and reconciling this to the invoice produced by the contractor. In the event that schools were to hold contracts this process can be managed directly by schools utilising the information already available to them and without the need to inform the local authority of the number of meals produced, and increasing their ability to manage their own expenditure and budget control.
- 7.10. A further engagement exercise will be undertaken with schools to inform the final stages of commissioning and inform final contract arrangements. Officers will work with schools in the second half of Autumn term 2014 to assess their readiness for the implementation of new service arrangements, and determine views about the contracting arrangements. School feedback will be reported to the Lead Member for Children’s Services.
- 7.11. Decisions on contracting arrangements for each Borough need to be made before the final service specification and Invitation to Tender can be released to the market, currently scheduled for January 2015.

## **8. SOCIAL VALUE CONSIDERATIONS**

- 8.1. Following consultation with the Schools Working Group, the specification, framework agreement and key performance indicators include provision regarding food sourcing and traceability, minimum food wastage practices, energy efficiency, environmental issues, staff development, apprenticeships, links to the curriculum, healthy eating awards, cultural and dietary requirements requested by schools and family friendly policies.
- 8.2. The Schools Working Group also identified that schools wish to allow small and medium sized enterprises (SME) to enter the tendering process. The proposed procurement approach and the packaging into borough based 'lots' would achieve this aim and the intention is that there are no barriers for SMEs to tender for the contract(s).
- 8.3. The H&F Procurement and Social Value Task Force will also be considering proposals for the commissioning of School Meals in November. Social Value considerations are expected to be a particular focus for this discussion.

## **9. CONSULTATION**

- 9.1. See sections 4 and 6 for a summary of consultation and engagement methods used so far in the school meals project. This has included consulting eight potential and current providers, 25,000 parents and children, all head teachers and governing bodies, school business managers and bursars, three Lead Members and council officers.

## **10. EQUALITY IMPLICATIONS**

- 10.1. An initial Equalities Impact Assessment was carried out by project staff and the Equalities Manager when the project was initiated in 2013 and updated at regular intervals by the project staff. The EIA applies to the customers only. In summary, there are no equalities implications given that a school meal will continue to be provided (as the legislation demands) with very few changes to the service.
- 10.2. With regard to the potential TUPE of staff, the Council should be confident through its consultation that this will be carried out by Eden Foodservice with all due regard to equalities impacts on the affected group.
- 10.3. Implications verified/completed by: David Bennett, Acting Head of Change Delivery, Innovation and Change Management Division. 0208 753 1628.

## **11. LEGAL IMPLICATIONS**

- 11.1. The services are Part B for the purposes of the Public Contract Regulations 2006 ("the Regulations") and so not subject to full rigour of the

Regulations. Nevertheless, certain parts of the Regulations apply and a contracting authority must still comply with Treaty Principles of equal treatment, transparency and non-discrimination.

- 11.2. It is the intention of the Council to use Capital E-sourcing to advertise these opportunities as well as issue an OJEU advertisement for undertaking the competitive procurement using the Framework Agreement with lots route and this would be in compliance with the Council's obligations under the Regulations.
- 11.3. Implications completed by: Babul Mukherjee, Solicitor (Contracts), telephone 0207 361 3410.

## **12. FINANCIAL AND RESOURCES IMPLICATIONS**

- 12.1. The School Meals Contract value in 2014/15 for the London Borough of Hammersmith and Fulham will be circa £4 million.
- 12.2. The Contracts Monitoring Team will calculate the price band and rates by amalgamating all the meals served by a contractor in a particular month and communicate that price band to the contractor who will then submit invoices appropriately according to the number of meals delivered per school.
- 12.3. The Local Authority will continue to act as a monitoring service in either contracting scenario. In the event that schools assume the contracting responsibilities, the Local Authority could achieve an efficiency saving equivalent to 1 full time post as a result of reduced data processing activities.
- 12.4. Implications completed by: Andrew Tagg, 0208 753 5040

## **13. RISK MANAGEMENT**

- 13.1 The Children's Services Department are responsible for the identification, measurement and management of procurement risk. The principal risks are those relating to the effective implementation of the new framework and post implementation contract performance management. In determining future arrangements the Council will consider the risks associated with either contracting arrangement and ensure these are appropriately managed. Market testing is a strategic risk noted as risk number 2 on the Council's strategic risk register.
- 13.2 Implications completed by: Michael Sloniowski, Bi-borough Risk Manager 020 8753 2587.

## 14. PROCUREMENT AND IT STRATEGY IMPLICATIONS

- 14.1. LBHF's current school meals contract with Eden Foodservice was awarded by Cabinet in September 2009 has now been extended to November 2015 to support the commissioning process for new arrangements.
- 14.2. School meals are defined under the Public Contracts Regulations 2006 (as amended) as being a "Part B" service, as opposed to "Part A" which would require a fully regulated competition. As such, this allows the Council a measure of discretion in how the contract is procured, so long as it complies with the principles of transparency, non-discrimination and equal treatment, which the strategy proposed in this report seeks to ensure.
- 14.3. The Policy and Accountability Committee may also wish to note that:
- 14.4. Maintaining volume and take-up, and therefore an affordable sale-price to parents, is important to the commercial viability of a school meals contract;
  - use of a "lots" approach will allow each sovereign borough "lot" to be awarded separately of each other, and to the provider that submits the best bid for that specific "lot", whilst leaving open the possibility of price discounts should the same provider win two or more lots and any savings being redirected into school priorities;
  - award of each lot to the "most economically advantageous tender" will mean quality and cost must be taken into account, with each of these factors having a transparent relative weighting in the award criteria. If desired, the relative weightings of quality and price in the award criteria can be different for each separate "lot";
- 14.5. The H&F Procurement and Social Value Task Force, chaired by Councillor Coleman, has requested a discussion at its November meeting on how social value, community benefits, and involvement of Small-Medium-Enterprises might be achieved through the procurement of the new school meals contract. The Member-led Task Force discussion (along with comments from this PAC) will help inform the service specification and tender evaluation model issued to short-listed bidders in the new year;
- 14.6. Commencement of the new arrangements after school half-term in November 15 avoids contract mobilisation during the school summer holiday period. This should help facilitate an efficient TUPE transfer of affected staff to a new contractor (including their pensions provision), should this be the outcome of the forthcoming competition.
- 14.7. Implications completed by: John Francis, Procurement Officer, H&F Corporate Procurement. 020-8753-2582.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	Equalities Impact Assessment	Kerry Russell, Children's Policy officer (0207 6411 6033)	Children's Services, Kensington Town Hall.

**LIST OF APPENDICES:**

Appendix 1 – Proposed timetable for the commissioning process

Appendix 2 – Summary of Food for Life catering standards for Silver and Gold awards.

Appendix 3 – Benefits and risks of LA or school being contracting authority for school meals.

## **Appendix 1**

<b>Key milestones</b>	<b>Key dates</b>
Release of PQQ	10 <sup>th</sup> November 2014
Return of PQQ	3 <sup>rd</sup> December 2014
Evaluation and shortlist	5 <sup>th</sup> January 2015
Release of ITT	6 <sup>th</sup> January 2015
Return of ITT	3 <sup>rd</sup> February 2015
Evaluation of tenders (5 weeks)	4 <sup>th</sup> February 2015 – 11 <sup>th</sup> March 2015
Recommendations and CAB approval	March 2015
Governance approvals to award Framework contract (RBKC Cabinet)	May 2015
Notification of contract award and debriefing of unsuccessful applicants	June 2015
Call-off process in each Borough	June 2015
Governance approvals: Contract awards via Cabinet x 3 or Schools Governing Bodies	July 2015
Decommissioning and mobilisation	August - October 2015
Contract commencement	2 <sup>nd</sup> November 2015 (after half-term)



## **Appendix 2**

The Catering Mark provides an independent endorsement that food providers are taking steps to improve the food they serve, using **fresh ingredients** which are **free from trans fats, harmful additives and GM**, and **better for animal welfare**.

Caterers are audited to ensure they meet high standards of provenance and traceability, providing reassurance to customers that meals are freshly prepared using environmentally-sustainable and seasonal ingredients.

The Catering Mark has been recognised by DEFRA's Plan for Public Procurement as a tool to help procurers identify best practice. The scheme is also cited by NHS England and the Department of Education as a framework to improve the food served in hospitals and schools.

The main differences between the Silver and Gold food standards are shown in the table below:


<b>“Silver” Food for Life Catering Mark</b>	<b>“Gold” Food for Life Catering Mark (in addition to “Silver”)</b>
<ul style="list-style-type: none"> <li>• Meals contain no undesirable food additives or hydrogenated fats</li> </ul>	<ul style="list-style-type: none"> <li>• At least 30% of ingredients are organic or Marine Stewardship Council certified</li> </ul>
<ul style="list-style-type: none"> <li>• 75% of the dishes are freshly prepared</li> </ul>	<ul style="list-style-type: none"> <li>• At least 50% of the ingredients are locally sourced</li> </ul>
<ul style="list-style-type: none"> <li>• Meat is sourced from farms that satisfy UK welfare standards</li> </ul>	<ul style="list-style-type: none"> <li>• Organic meat, dairy products or eggs are served as the highest welfare standard</li> </ul>
<ul style="list-style-type: none"> <li>• Eggs are from cage-free hens</li> </ul>	<ul style="list-style-type: none"> <li>• Non-meat dishes are being promoted as part of a healthy and balanced diet</li> </ul>
<ul style="list-style-type: none"> <li>• Menus are seasonal</li> </ul>	
<ul style="list-style-type: none"> <li>• Training is provided for all catering staff</li> </ul>	
<ul style="list-style-type: none"> <li>• No GM ingredients are used</li> </ul>	
<ul style="list-style-type: none"> <li>• A range of local, organic and fair trade produce is served</li> </ul>	
<ul style="list-style-type: none"> <li>• Chicken, eggs and pork products are from sources which meet high welfare standards or 10% of food is organic</li> </ul>	
<ul style="list-style-type: none"> <li>• No fish is served from the Marine Conservation Society “fish to avoid” list</li> </ul>	
<ul style="list-style-type: none"> <li>• Information about where the food has come from is displayed</li> </ul>	

### Appendix 3

#### **Benefits and Risks associated with LA or schools being contracting authority for school meals**

	<b>Assessment</b>
<b>Benefits for schools if responsible for contracts</b>	<ul style="list-style-type: none"> <li>Schools will have more “ownership” and “direct control” over their school meals service and associated budgets, as they are contracting individually with the contractor.</li> </ul>
	<ul style="list-style-type: none"> <li>In keeping with local management of schools and improved visibility regarding the finances associated with the service.</li> </ul>
	<ul style="list-style-type: none"> <li>Schools will have more flexibility to tailor the service to their local needs.</li> </ul>
	<ul style="list-style-type: none"> <li>Schools will be aware of families who have difficulty paying and will be able to direct them to the appropriate support</li> </ul>
<b>Risks for schools if responsible for contracts</b>	<ul style="list-style-type: none"> <li>Schools may be worried that a change in contracting arrangements will mean they need to get more involved in the day to day management of contracts and the delivery of catering services. However, schools will continue to be able to purchase contract management support centrally, so that schools will not need to create this operational capacity or commercial acumen to operate the delivery of catering services on a daily basis or “fire fight” during occasional operational bumps.</li> </ul>
	<ul style="list-style-type: none"> <li>School Governing Bodies will bear the risk of the contract.</li> </ul>
<b>Benefits for the Local Authority if responsible for contracts</b>	<ul style="list-style-type: none"> <li>There are no assessed benefits to the Local Authority as a result of holding contracts for schools. This arrangement is not consistent with statutory responsibilities or the direction of travel for the local management of school services and budgets.</li> </ul>
<b>Risks for Local Authority if responsible for contracts</b>	<ul style="list-style-type: none"> <li>Regardless of contract holder, an element of reputational risk will reside with the LA.</li> <li>LA will continue to carry some risk for school services (i.e. essentially underwriting school expenditure and activity).</li> </ul>

# Agenda Item 9

	<b>London Borough of Hammersmith &amp; Fulham</b>  <b>CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE</b>  <b>18 NOVEMBER 2014</b>
<b>RESPONDING TO CHILD SEXUAL EXPLOITATION IN HAMMERSMITH &amp; FULHAM</b>	
<b>Report of the Executive Director of Children's Services</b>	
<b>Open Report</b>	
<b>Classification - For Review &amp; Comment</b>	
<b>Key Decision: No</b>	
<b>Wards Affected: All</b>	
<b>Accountable Executive Director:</b> Andrew Christie, Executive Director of Children's Services	
<b>Report Author:</b> Steve Miley, Director of Family Services.	<b>Contact Details:</b> Tel: 0208 753 2300 E-mail: steve.miley@lbhf.gov.uk

## 1. EXECUTIVE SUMMARY

- 1.1. This report provides an overview of the issue of child sexual exploitation in Hammersmith & Fulham following a series of high profile investigations in other parts of the country. It includes a summary of the national context and recent developments along with an indication of known levels of local need. The report also summarises current local multi-agency processes to identify and respond to the issue as well as strategies which are being implemented to raise awareness amongst a range of relevant people.

## 2. RECOMMENDATIONS

- 2.1. The Children and Education Policy and Accountability Committee is asked to consider and comment upon this report.

## 3. INTRODUCTION AND BACKGROUND

- 3.1. In the light of the recently published "Independent Inquiry into Child Sexual Exploitation in Rotherham 1997-2013", this report provides a summary of the issue of Child Sexual Exploitation (CSE) in Hammersmith & Fulham. The report covers work taking place with other agencies both at the local and Tri-borough level, and current levels of local need. It also summarises

actions being taken to raise awareness of professionals, parents and carers.

#### **4. WHAT IS CHILD SEXUAL EXPLOITATION?**

- 4.1. CSE is a criminal act that has a devastating impact upon children and young people and has an increasing profile following significant investigations which have led to prosecutions. Recent reviews of its prevalence have concluded that there will be children and young people at risk and being abused in most local authority areas.
- 4.2. A nationally agreed definition of CSE is that it is the “sexual exploitation of children and young people under 18 involves 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. Child sexual exploitation can occur through the use of technology without the child’s immediate recognition; for example being persuaded to post sexual images on the internet/mobile phones without immediate payment or gain. In all cases, those exploiting the child/young person have power over them by virtue of their age, gender, intellect, physical strength and/or economic or other resources. Violence, coercion and intimidation are common, involvement in exploitative relationships being characterised in the main by the child or young person’s limited availability of choice resulting from their social/economic and/or emotional vulnerability”<sup>1</sup>.
- 4.3. As well as young people who are exploited in these ways, there is another group who are exploited through threats and violence rather than receiving something. This is sometimes a feature of gang culture including initiation into gangs of both boys and girls.
- 4.4. Perpetrators and victims of CSE come from all age ranges and ethnic groups. Most sexually-exploited children live at home when their abuse begins.

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<sup>1</sup> From the National Working Group for Sexually Exploited Children and Young People (NWG) 2008, referred to in *Safeguarding Children and Young People from Sexual Exploitation* Department for Children, Families and Schools, 2009.

## **5. THE INDEPENDENT INQUIRY INTO CHILD SEXUAL EXPLOITATION IN ROTHERHAM 1997-2013 (THE JAY REPORT)**

- 5.1. This report was published on 26 August 2014 to considerable media attention. It documented abuse suffered by young people in Rotherham and included substantial criticism of the local authority and other agencies. The report concluded that “the collective failures of political and officer leadership were blatant” and that at an operational level the police gave no priority to child sexual exploitation.
- 5.2. The local authority children’s social care services were criticised because thresholds were too high and risk assessment management was poor. Where children were looked after by the local authority, assessments and care planning were found to be good. However there was specific concern about overall functioning of the services over the period concerned as it was seen to be over-stretched, understaffed and struggling to cope with demand.
- 5.3. Concerns were identified about looked after children placed in children’s homes in the borough as staff were perceived as being unable to stop children from leaving the homes in the day and at night time. This had led to some children being placed out of borough including in secure settings. However there were particular problems when such children sought to return to Rotherham and to their abusers.

## **6. THE NATIONAL CONTEXT**

- 6.1. During the period covered by the Jay report, there have been significant changes at the national level regarding awareness of and responses to CSE. The issue is now seen as a specific problem which needs to be prevented and responded to on an interagency basis.
- 6.2. Local Safeguarding Children Boards (LSCBs) were required to take the lead in developing responses to CSE following statutory guidance in 2009. LSCBs were also encouraged to prioritise CSE, undertake risk assessments and map their local CSE profile to ensure an effective response from all agencies.
- 6.3. High profile investigations leading to prosecutions of gangs of men in a number of towns along with a number of significant national reports from the Office of the Children’s Commissioner<sup>2</sup>, University of Bedfordshire<sup>3</sup>

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<sup>2</sup> “If only someone had listened” Office of the Children’s Commissioner 2013

<sup>3</sup> “ It’s wrong... but you get used to it” University of Bedfordshire and the Office of the Children’s Commissioner 2013

and Barnardo's<sup>4</sup> have led to a clearer recognition of this form of abuse as distinct from wider definitions of sexual abuse. Most local authorities have recently developed a strategy and specific service response to protect such children.

## **7. LOCAL NEEDS**

- 7.1. Recent national reports have recommended that local authorities develop a "problem profile" to maintain an overview of the numbers of young people who had been identified at various different levels of concern regarding CSE.
- 7.2. The first local Problem Profile was produced in May 2014 and is mainly based on data collected by CSE advisers within Family Services for Hammersmith & Fulham, the Royal Borough of Kensington and Chelsea and Westminster City Council. It specifically covers the profiles of young people being referred to the Tri-borough Multi-Agency Sexual Exploitation panel between January and May 2014. This profile is to be enhanced over time with more cross referencing of information held by other agencies. The aim is to increase the numbers in this profile as agencies in the borough become familiar with the framework and increase their knowledge in this area.

Based on the information available, for the period covered by the Tri-borough Problem Profile there was no evidence of:

- Specific geographical "hotspots" where CSE appears to be more prevalent or localities where young people who live there are more likely to be involved in CSE.
  - Networks or gangs of adult perpetrators who are linked and sexually exploiting children in a coordinated way.
  - Loose networks of young people who are signalling being at risk to one or more agencies or through contact from concerned parents or carers. This signalling of concern which was not responded to was a feature of many of the recent high-profile cases involving adult gangs in other parts of the country.
- 7.3. The Problem Profile will be refreshed at six monthly intervals and there is activity to engage partnership networks to identify victims and cross-reference with different cohorts of children, for example those who regularly go missing, to build a clearer picture. The intention is to constantly enhance our understanding of a problem which occurs in many areas but tends to remain hidden.
  - 7.4. While the current Problem Profile has identified only a small number of young people who are victims or at particular risk from CSE in Hammersmith & Fulham, as awareness of the issue increases and with

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<sup>4</sup> "Report of the Parliamentary inquiry into the effectiveness of legislation for tackling child sexual exploitation and trafficking within the UK" Barnardo's 2014

improving local processes there is an emerging picture of more young people who are at risk and a better understanding of perpetrators of CSE. Therefore we should guard against complacency. Ongoing vigilance is required to ensure that victims of child sexual exploitation are identified and responded to swiftly and purposefully.

- 7.5. The Problem Profile was informed by details of 8 Hammersmith & Fulham young people who were at various stages of referral to the MASE meeting between January and May 2014. Across the three boroughs, there were a total of 14 such cases with the most frequent age of young person at risk being 15 and the young people concerned coming from a range of ethnic backgrounds. It should be pointed out that a significant number of Hammersmith & Fulham young people were being supported through preventative work during this period and their details are not reflected in the Problem Profile. A summary of these cases is included in paragraph 8.5.
- 7.6. For Hammersmith & Fulham, all of the cases in the Problem Profile were female. Half were either in care or had been in care in the past. Three lived at addresses outside of the borough. All but one were in education with three attending alternative provision in a range of settings. There were concerns about use of alcohol or drugs in three of the cases.
- 7.7. The Police also provided summary data towards the profile covering CSE cases they were involved in from May 2013 to March 2014. For Hammersmith & Fulham there were 11 cases in total with different levels of involvement. Three were classed as “suspicions” where there was no evidence of a substantiated or attempted offence. Seven “crimes” were recorded where there was an offence linked to CSE and there was one “detection” where there had been a judicial outcome (either a charge, caution or formal warning). It should be noted that this data refers to incidences within the borough but victims or offenders may not necessarily be borough residents. The Police have also advised of one significant “intervention” since March 2014 where their actions in response to a specific incident led to substantial actions by the local authority on a particular case.

## **8. LOCAL PROCESSES AND SERVICE OFFER**

- 8.1. In Hammersmith & Fulham, a specific service for CSE and supporting structures have been in place since 2008. This has included the commissioning of a specialist service from Barnardo’s and a multi-agency panel to oversee relevant cases.
- 8.2. There is a nominated CSE adviser who is also a Child Protection Adviser/Chair. As well as providing specialist advice on individual cases, the role includes chairing the CSE panel and attending other relevant panels such as the Gangs Partnership and the Youth Offending Service Deter panel. Attendance at such meetings facilitates the identification of potential victims and perpetrators through information sharing, develops a

better understanding of victim and perpetrator profiles and networks and also identifies hotspots. A partnership with the West London Centre for Sexual Health has also been recently developed which is expected to further enhance our work regarding the identification of and response to CSE.

- 8.3. The Adviser represents the local authority at Tri-borough meetings such as MASE (Multi-Agency Sexual Exploitation meeting – see 8.7). She has also developed a comprehensive guide to CSE including referral pathways for staff in the borough.
- 8.4. The CSE panel meets monthly and usually considers 5 cases including new referrals and reviews of actions on previous cases. Additional panels can be scheduled as required. The panel is attended by the local authority CSE adviser, a sexual health worker from the Family Support Localities Service, Barnardo's and the Anti-Social Behaviour Co-ordinator. The panel receives case presentations, assesses risks using an agreed tool and confirms plans.
- 8.5. From October 2012 to the end of September 2013, 25 cases were discussed by the CSE Panel Meetings. Of these, 6 were already working with the service, 10 met the criteria for direct work sessions and were offered the service. Two young people were offered support through small group prevention work at their schools. The other 7 cases were either referred to other specialist services for example psychiatric residential care or to a professional who was already working with that young person.
- 8.6. From October 2013 to the end of September 2014, 30 cases were discussed at the CSE panel meetings. Of these 11 were already working with the service. Fourteen have gone on to receive support either through direct work with Barnardo's, the specialist worker in Localities, group work sessions or other specialist services.
- 8.7. Mapping of victims and perpetrators has also been taking place at the borough level identifying linkages between individuals as well as names of young people which are frequently mentioned. Through good multi-agency working e.g. attendance at Youth Offending Service Deter and Gangs Partnership meetings, potential hotspots are being identified and local services are being proactive about responding to this. This activity will inform the next Problem Profile. The MASE will also be briefed about this mapping as it may be possible to identify wider links with activity in the other two boroughs.
- 8.8. More recently, Family Services have been involved with developments leading to a more co-ordinated response with the police, health services and other key agencies across Hammersmith & Fulham, Kensington and Chelsea and Westminster. The Multi-Agency Safeguarding Hub (MASH) was initiated in 2013 and has enhanced the information gathering for children where there are risk factors of CSE and other related concerns. The monthly Multi-Agency Sexual Exploitation (MASE) meetings have



been taking place since January 2014. These forums provide an opportunity to look at individual cases, assess risk and agree a risk management plan for children. They also enable a more strategic overview of the problem, with the potential to identify “hotspots” of concerning activity and other emerging trends.

8.9. The Child Sexual Exploitation Strategy was approved by the LSCB in early 2014 and agreed to adopt the new Pan London Child Sexual Exploitation Operating Protocol. The strategy sets out an approach which aims to:

- Take a shared and co-ordinated multi-agency approach to raise awareness of the problem
- Intervene early
- Provide targeted child-centred support and achieve good outcomes for those who are at risk of, or already victims of, exploitation
- Take a shared and co-ordinated multi-agency approach to deterring and disrupting child sexual exploitation and prosecuting potential and active perpetrators wherever possible.

8.10. While single borough processes had been established over time, the first priority of the strategy was to confirm shared processes (across agencies and boroughs) to refer, assess and respond to children who are being sexually exploited, as well as coordinating support for children who are at risk of exploitation and their families. Referral pathways have been agreed to MASH (which facilitates better information sharing between agencies about children who are vulnerable), along with a shared tool to assess risk and identify specific evidence of exploitation and criteria for referring to the MASE meeting.

## **9. AWARENESS RAISING**

9.1. A series of actions are also taking place to raise awareness of professionals and other adults in contact with children and young people to risk factors such as going missing, substance misuse or self-harm. Front line practitioners in all services need to be aware of how to identify and support such young people and the range of services available to them. In Hammersmith and Fulham, a range of awareness-raising activities and training is taking place and there is specialist advice available from the CSE adviser within Family Services.

9.2. The CSE adviser has provided “bite size” sessions for Family Services staff and is developing training for foster carers. The LSCB provides a range of courses available to all agencies including Barnardo’s *Be Wise to Sexual Exploitation* training, a *Girls, Gangs and Sexual Violence* course, a course entitled *Sexual Exploitation: identifying the needs and risks to children* and an *Advanced Skills Workshop for Supervisors on CSE*. Children’s Services also provides a range of specialist training courses.

- 9.3. A leaflet for professionals for all agencies is being developed in conjunction with the Police which will include key facts about CSE, how to prevent it, how to respond if it is suspected and how to report or refer it.
- 9.4. A page is being developed for the Council's website providing key information for parents and carers.
- 9.5. Consideration has been given as to how best communicate a range of key messages regarding safeguarding to schools and school children. CSE is one of a number of safeguarding issues which might best be brought to the attention of the majority of young people through schools. To this end a meeting was due to take place on 24 October with public health, safeguarding and education representatives to develop a more co-ordinated approach in respect of Personal Social Health and Economics (PSHE) education, the Healthy Schools programme and how agencies can best engage schools to promote a number of issues including CSE. In addition, two half day workshops are being planned for relevant school staff and representatives from other agencies in March 2015. These will focus raising awareness of what CSE is; how young people feel about CSE and how best to respond to their needs; how key agencies respond to CSE concerns. The workshops will also identify best practice. Delegates will be challenged to devise an action plan to improve practice within their teams.
- 9.6. A London-wide programme called Operation Makesafe has been developed and piloted by the Metropolitan Police and the LSCB has confirmed an intention to roll this out in Hammersmith & Fulham. This will involve presentations to relevant sectors of the business community such as hotels, bars and taxi companies to raise awareness of CSE and provide easily accessible advice and responses from the Police should any staff have concerns they wish to report. This programme will entail joint working with other Council departments which have a role in licensing such businesses.

## **10. CASE STUDY**

Z was referred to Barnardo's through the multi-agency forum following concerns of:

- Coming home late and episodes of going missing and reports of sexual activity when missing
- Being friends with a group of young people who were thought to be involved with sexual exploitation and gangs along with links with a male known to be involved in drug dealing and other criminal activity
- Relationship difficulties within the family home as well as parental ill health
- Regular changes of home and school
- Being found by the police in the home of individuals of concern.

Z engaged very well with Barnardo's from the onset meeting with her worker fortnightly with sessions mainly taking place at school although

some sessions were informal in the community. Her parent was supportive of involvement from the service while Z's school were also helped by providing a suitable room for the sessions to take place.

Work took place with Z to:

- Develop self-esteem, looking at personal strengths, skills and future goals
- Learn practical strategies for keeping safe
- Identify risk from individuals, groups and situations
- Consider the physical and emotional impact of case studies involving other young people
- Be aware of the grooming process
- Understand the role of power and control and what constitutes healthy and unhealthy relationships
- Provide her with sexual health information, advice and support
- Understand the law around sex and consent
- Develop appropriate behaviour and boundaries
- Ensure she attended health appointments.

Z was able to make very positive progress and ended work with the service due to the concerns of her being at risk having reduced. She was no longer going missing or spending time with the peer group who professionals were concerned about. She had a better relationship with her family and was settled at home. She had developed a particular interest in positive activities and was joining relevant clubs in relation to this. Z was making good progress at school, and was due to sit GCSEs shortly after the work finished.

## **11. PROPOSAL AND ISSUES**

- 11.1. This report summarises activity to date to address issues regarding CSE in Hammersmith & Fulham. While work has taken place to develop a better understanding of the problem and its level of prevalence, ongoing activity is planned to improve this further. As awareness increases it is likely that an increasing number of children of young people will be identified who are potentially at risk. It is therefore suggested that the Policy and Accountability Committee receives reports on developments in the future.

## **12. EQUALITY IMPLICATIONS**

- 12.1. The initial Tri-borough Problem Profile identified concerns about a number of girls and young women living in the borough. There were no cases involving young men or boys at that stage although national research suggests that CSE is an issue which affects both girls and boys. Systems set up are designed to address concerns about all children and young people and so ongoing monitoring should review the degree to which boys who are potential victims are identified and supported. However, the service is currently working with one boy.

12.2. The ethnic background of the young people identified in the Problem Profile was reviewed. No particular group appeared to be over-represented although the small numbers involved made it difficult to make firm conclusions. The ethnicity of victims and those at risk of CSE will continue to be monitored to ensure that the systems in place provide appropriate levels of support and intervention for children from all communities.

### **13. LEGAL IMPLICATIONS**

13.1. The Local Authority response to child sexual exploitation is consistent with the general duty under s17 of the Children Act 1989 to safeguard and promote the welfare of children within their area who are in need. Schedule 2 Part 1 goes on to describe in more specific terms that every Local Authority shall take reasonable steps, through to provision of services, to prevent children in their area suffering ill-treatment or neglect. The measures outlined in the report are therefore in accordance with the statutory duty.

13.2. Implications verified/completed by: Jade Monroe, Senior Solicitor, Social Care and Education, Bi-Borough Legal Services. Tel: 0208 753 2695.

### **14. FINANCIAL AND RESOURCES IMPLICATIONS**


14.1. There are no financial implications relating to the recommendations of this report.

14.2. Implications verified/completed by: Dave McNamara, Tri-borough Director of Finance & Resources, Children's Services. Tel: 020 8753 3404.

#### **LOCAL GOVERNMENT ACT 2000** **LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

<b>No.</b>	<b>Description of Background Papers</b>	<b>Name/Ext of holder of file/copy</b>	<b>Department/ Location</b>
1.	None		

# Agenda Item 10

	<p>London Borough of Hammersmith &amp; Fulham</p> <p><b>CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE</b></p> <p><b>18 NOVEMBER 2014</b></p>
<b>E-SAFETY FOR CHILDREN AND YOUNG PEOPLE</b>	
<b>Report of the Executive Director of Children's Services</b>	
<b>Open Report</b>	
<b>Classification - For Review &amp; Comment</b> <b>Key Decision: NO</b>	
<b>Wards Affected: ALL</b>	
<b>Accountable Executive Director:</b> Andrew Christie, Tri-borough Executive Director of Children's Services	
<b>Report Author:</b> Angela Flahive, Joint Tri Borough Head of Safeguarding Review and Quality Assurance	<b>Contact Details:</b> Tel: 020 7361 3467 email: angela.flahive@rbkc.gov.uk

## 1. EXECUTIVE SUMMARY

- 1.1 Members of the committee have requested a summary update on work with children and young people relating to e-safety, following the Local Safeguarding Children's Board (LSCB) working group on the same issue earlier in the year. This report provides an update to the committee and provides a basis for discussion.

## 2. RECOMMENDATIONS

- 2.1 The Committee is asked to review and comment upon the contents of this report.

## 3. INTRODUCTION AND BACKGROUND

- 3.1 The internet is a part of children and young people's day to day lives. Access to the internet is easier than ever, be it via mobile phones, tablets, games consoles, computers or televisions. Whilst the internet is a useful resource for learning, gaming and socialising it does carry dangers which children, young people and their families should be aware of.

- 3.2 Prompted by the significant ongoing challenges to promote e-safety, the Local Safeguarding Children's Board (LSCB) established a short life working group focusing on e-safety involving representation from schools, Police, Family Services, Health (including CAMHs), the LSCB Community Development Officer, Youth Service and a Lay Member from the LSCB.
- 3.3 In summary the aims of the working group are to:
1. Review existing policies, practice and training to identify and embed effective interventions in addition to identifying any gaps to promote a better understanding of the issue for all agencies including safe practice by professionals;
  2. Actively seek out the views and suggestions from children and young people to contribute to the action plan to empower them to keep themselves safe;
  3. Ensure there is increased clarity across the multi agency network in responding to e-safety concerns at a strategic and individual child /young person level; and
  4. A multi-agency proposal for a specific preventive strategy involving training and other practice initiatives which will promote the strengthening of the engagement of schools, CAMHs, Police, Social Care and Health with children /young people.

#### 4. PROPOSAL AND ISSUES

##### **Policy/ Information/Toolkits**

- 4.1 Following a review of existing policies and drawing on good practice including CEOP (Child Exploitation Online Protection) a draft e-safety policy for schools and education has been developed. Promotion of existing comprehensive and well regarded CEOP materials as part of the Safeguarding Child Protection pack was issued to schools in September 2014.

##### **What are children/young people telling us?**

- 4.2 A survey of Children and Young People was carried out across all schools (published in April 2014). The key headlines relating to e-safety are as follows:
- 4.3 **Primary aged** children consider the most helpful information and advice in school to be:
- anti-bullying (82%)
  - staying safe (70%)
  - staying safe online (70%)
- 4.4 Over two thirds of pupils (68%) would ask a parent or carer for help if they had a problem, followed by another family member (37%). Less than one quarter (22%) said they would ask a teacher. Less than 1% said they had no one to talk to.

- 4.5 From the given choices, children identified drugs and alcohol (47%) as the biggest problems facing young people in their area, followed by domestic violence (25%) and internet bullying (24%).

#### **Use of social media (primary)**

- 75% of pupils have used the internet at home, 50% had used it on a tablet and 40% said they have accessed the internet at school.
- The majority of pupils access You Tube (85%).
- 15% use Facebook.

- 4.6 **Secondary aged** children consider the most helpful information and advice in school to be:

- anti-bullying messages (51%)
- how to do well at school (42%)
- staying safe online (41%).

- 4.7 Most pupils are unlikely to approach a teacher for help if they had a problem, although confidence has risen slightly the past year. 12% of 2013 respondents said they would go to a teacher, in contrast to 4% of 2012 respondents. Confidence in parents/carer's support has risen from 32% in 2012 to 61% in 2013. 5% said they had no one to talk to.

#### **Use of social media (secondary)**

- 83% had access to the internet at home; via their mobile phone 69%
- 2% reported they did not use the internet
- Girls (71%) use their mobile phones more than boys (65%) for online access
- 43% of boys use a games console for access, in contrast to only 10% of girls
- The most popular media was You Tube (84%) followed by Facebook (58%)
- 66% of boys use Facebook compared to 51% of girls, with girls reporting a greater use of Twitter in contrast to boys.

- 4.8 A further survey is planned for October/November 2014 by the LSCB Community Development Officer (Children and Young People), with a selection of schools including schools in the independent sector. The outcome and analysis of this survey will be taken into account, to further ongoing work to empower children and young people to keep themselves safe online.

#### **Interface with parents/carers**

- 4.9 Internet Matters has launched new e-safety service for schools ([www.internetmatters.org](http://www.internetmatters.org)) with research showing that 70% of parents look

to schools for advice about keeping their children safe online. Information from the site has been distributed to schools (prior to October half term). The site includes resources to help schools promote online safety to parents with downloadable banners, posters, leaflets and age guides. There are also useful tools to use with parents at school for e-safety talks and parents evenings. There are ideas for videos, games and quizzes to share with parents to do at home with their children.

### **Trading Standards**

- 4.10 It is the responsibility of retailers to ensure that they do not sell age restricted products to people under the legal age of purchase and this presents particular issues when selling via the internet.
- 4.11 Many of the popular online games have an 18 rating. Officers in the Trading Standards team advise retailers that they must have effective systems in place for preventing sales to prospective underage customers that are capable of verifying the age of potential purchasers to ensure they are above the minimum legal age to purchase a product. Officers will also carry out underage test purchase exercises, periodically, using young cadets who are underage to see if they are sold any products. Where sales are made and the retailer has been advised it is likely that formal action will be taken such as a simple caution or prosecution, to serve as a deterrent. Retailers are also advised that such systems should be regularly monitored and updated as necessary, to identify and rectify any problems or weaknesses in the system or to keep pace with advances in available technology.
- 4.12 Young people will seek to challenge conventions and test boundaries. In the case of online sales, young people could potentially evade the stringent proof of age checks that are required on the high street unless retailers make positive checks. Age verification concepts in a fast moving digital world are challenging in terms of effectiveness. No system is failsafe and any service that relies on remote verification has the potential for errors.
- 4.13 Many websites now require purchasers to register details or to set up accounts for future purchases, which means that age verification checks may only be required for the initial set-up of accounts or on the first purchase from the website.

## **5. FURTHER TRAINING AND NEXT STEPS**

- 5.1 Multi agency training courses are available through the LSCB training programme, reflecting e-safety in the course content. Further training on e-safety has been commissioned for schools in October 2014 and January 2015 as part of the Continuous Professional Development Programme. This will include information on the potential dangers of online gaming and



the importance of age-appropriate games for young people (many of which are rated 18+).

- 5.2 Advice and guidance to on e-safety to schools will be coordinated via the current review of Personal, Social, Health Education currently being led by the Public Health team. A model e-safety policy will be developed by November 2014 and circulated to schools and agencies across the network.
- 5.3 Greater links will be made between the Prevention of Suicide Action Plan and CAMHS, to strengthen access to advice and consultation in schools for children/young people.
- 5.4 E-safety will be promoted during Anti Bullying Week (17 to 21 November). This will include:
- Effects of cyber bullying
  - What to do if bullied on social networks or via mobile phone
  - Dealing with dangerous websites
  - Staying safe on twitter
  - Staying safe online, such as whilst using social media and gaming sites.
- 5.5 A Safer Internet Day will take place on 10 Feb 2015 <http://www.saferinternetday.org/web/united-kingdom/home> and there is a proposal to plan an LSCB campaign that week. Further promotion will take place via LSCB website and Twitter, along with workshops for schools / parents and a bite-sized workshop for professionals.

## 6. EQUALITY IMPLICATIONS

- 6.1. There are no Equality implications arising from this report.

## 7. LEGAL, FINANCIAL AND RESOURCES IMPLICATIONS

- 7.1. As this report is intended to provide an update e-safety, there are no immediate Legal or Financial implications. Any issues that arise will be highlighted in any subsequent reports to the Committee.
- 7.2 Implications verified/completed by: (Angela Flahive, Joint Tri Borough Head of Safeguarding Review and Quality Assurance, Tel: 020 7361 3467)

### LOCAL GOVERNMENT ACT 2000 LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	None		

	<p align="center"><b>London Borough of Hammersmith &amp; Fulham</b></p> <p align="center"><b>CHILDREN AND EDUCATION POLICY AND ACCOUNTABILITY COMMITTEE</b></p> <p align="center"><b>18 NOVEMBER 2014</b></p>
<p><b>CHILDCARE UPDATE</b></p>	
<p><b>Report of the Executive Director of Children’s Services</b></p>	
<p><b>Open Report</b></p>	
<p><b>Classification – For Review &amp; Comment</b></p>	
<p><b>Key Decision: No</b></p>	
<p><b>Wards Affected: All</b></p>	
<p><b>Accountable Executive Director:</b> Andrew Christie, Executive Director of Tri-borough Children’s Services</p>	
<p><b>Report Author:</b> Krutika Pau, Interim Head of Commissioning, Early Intervention Steve Comber, Policy Officer</p>	<p><b>Contact Details:</b> Tel: 020 8753 2811 E-mail: steve.comber@lbhf.gov.uk</p>

## 1. EXECUTIVE SUMMARY

1.1. At the Children and Education Policy and Accountability Committee held on 3 September, the Committee asked for a short update on the following key issues. These are addressed within this report.

- An update on the work of the Childcare Task Group
- A summary of the funding implications when children transfer from the targeted 2-year-old offer to the universal offer of childcare for 3 and 4-year-olds
- Details of how many children in the targeted 2-year-old offer fall within the criteria for a statement or Education, Health and Care Plan
- How many childminders who have a satisfactory / requires improvement judgement from Ofsted have this due to not having a child to mind when inspection took place?
- An outline of what support is offered to childminders and how we are reviewing this.

## **2. RECOMMENDATIONS**

- 2.1. That members of the Policy and Accountability Committee review and comment on this report.

## **3. CHILDCARE TASK GROUP UPDATE**

- 3.1. The Childcare Task Group has met on two occasions since the CEPAC meeting on 3 September. The first meeting of the group took place on 17 October. This meeting was used to scope the focus of the task group and draw up the terms of reference, and activities for the group to undertake before the end of the year were planned.

- 3.2. The agreed aims and objectives of the group are as follows:

- (1) To review the provision of childcare for under-8 year olds in the borough and identify areas of best practice, including looking at the services provided by other organisations and partners in the borough, such as third sector, health, private sector etc;
- (2) To look at the implementation of the two year old offer;
- (3) To understand the views and experiences of parents and carers in relation to childcare and early years services in the borough, and to look at accessibility and affordability of childcare and how families could be supported;
- (4) To identify any gaps in the provision and to understand the extent of the impact on the families in relation to these gaps and identify any solutions;
- (5) to look at how the Council could support childminders, and to look at what the Council could do to raise the profile of childminders;
- (6) To contribute to a Council strategy for childcare.

- 3.3. The group is aiming to provide a final report with recommendations to CEPAC on 20 April 2015, and will keep the Committee updated on progress towards this.

## **4. FUNDING IMPLICATIONS WHEN CHILDREN TRANSFER FROM THE TARGETED 2-YEAR-OLD OFFER TO THE UNIVERSAL OFFER OF CHILDCARE FOR 3 AND 4-YEAR-OLDS**

### **Difference in funding levels**

- 4.1. Providers who deliver places as part of the targeted offer of childcare for 2-year-olds are funded at a rate of £6.07 per hour, which is set by the

Department for Education. The entitlement is for 15 hours per week or a maximum of 570 hours per year. Children who qualify for the 2-year-old offer become eligible in the term after their second birthday and can access this entitlement for up to 3 terms.

- 4.2. In the term after their third birthday, their place is funded as part of the universal entitlement to childcare for all 3 and 4-year olds. The rate for this is £3.57 per hour, which is set locally by Schools Forum and is received by all private, voluntary and independent (PVI) providers, including childminders, for all 3 and 4-year-olds who attend their setting.

### **Moving into a school based placement at 3-years-old**

- 4.3. Three year olds can take up their universal entitlement of 3 and 4-year-old childcare at a maintained school but, as schools funding is based on their roll numbers in the spring census, the majority of places tend to be available in the autumn term with very few places available in the subsequent terms.
- 4.4. Therefore, a targeted child who turns 3 in the summer term is able to take up an available place at a school in the following autumn term. However, targeted children who turn 3 in either the autumn or spring terms are likely to need to spend up to two further terms with their current provider until they can move to an available place at a school. Furthermore, if a targeted parent requires a more flexible offer than a school could offer (for example, a morning or afternoon place) then the parent may wish to keep the child at the PVI provider until they can access a school reception place. The table below demonstrates this.

<b>No. of children remaining with their 2 year old provider</b>	<b>Autumn 13</b>	<b>Spring 14</b>	<b>Summer 14</b>
Children who had turned 3 by August 13	20	12	8
Children who had turned 3 by December 13		31	19
Children who had turned 3 by March 14			23
<b>Total</b>	<b>20</b>	<b>43</b>	<b>50</b>

- 4.5. These children remained with their provider after their third birthday either because they needed to wait for a school place to be available, the child was now settled and the parent did not want to move them or that the parents were working part time and benefitted from using the entitlement in a flexible way.
- 4.6. As entitlement to the 2-year-old offer is extended and places are taken by more families that require a more flexible offer than that offered by

schools, it is envisaged that the numbers outlined in the table above will rise.

### **Impact**

- 4.7. The difference in funding levels between the 2 and 3-year-old offer causes a problem for PVI providers when a targeted 2-year-old child stays in the same placement. Some savings in the cost of delivering a 3-year-old placement are achieved as a wider staffing ratio can be used for groups of children, but the drop in funding is still significant.
- 4.8. All PVI providers must sign a service level agreement for participating in the delivery of 2 (if applicable), 3 and 4-year-old funded places. As well as local conditions, the SLA incorporates the statutory guidance issued by the DfE annually. This states that local authorities must have regard to the guidance when seeking to discharge its duties under the Childcare Act (2006) and should not depart from it **unless** they have good reason to do so.
- 4.9. The guidance states that the entitlement **must** be free at the point of delivery and that if providers charge for any goods or services then this **should** not be a condition for children accessing their place. However, this is the one area whereby the SLA does depart from the guidance. To insist on providers delivering these places without recourse to charge for additional hours or services may constitute a business risk and could lead to providers opting out of delivering funded places. This would reduce the affordability of early years provision in the borough. The SLA therefore allows providers to charge for additional hours or services if applicable.
- 4.10. Giving providers the flexibility to charge for additional hours and services has not led to a surge of parental complaints. Many working parents require additional hours and this flexibility also supports parental choice to take up a place at a preferred provider. However, the families of targeted children may not be able to afford to pay for additional hours/services so providers are allowing these families to remain at their setting without additional hours/services being purchased.

## **5. HOW MANY CHILDREN IN THE 2-YEAR-OLD OFFER FALL WITHIN THE CRITERIA FOR A STATEMENT OR EDUCATION, HEALTH AND CARE PLAN?**

- 5.1. As of September 2014, the eligibility for the targeted offer of 15 hours per week of free childcare was expanded from roughly 20% to roughly 40% of all 2-year-olds nationally. One of the new areas of eligibility is:
  - the child has a current statement of special educational needs (SEN) or an education, health and care plan

- 5.2. There are currently no young people with a statement of special educational needs who are aged 2 and under, therefore there are currently no young people who qualify for the 2-year-old offer directly via this area of eligibility.
- 5.3. However, the Children and Families Act, which was enacted on 1 September 2014, has placed more emphasis on the entitlement of children aged 0-5 to an Education, Health and Care Plan. Initial evidence suggests that more young people aged 2 and under are applying to be assessed for a plan, however, the full effect of this will not be known until the new legislation has been in place for more time. We will continue to monitor this area via the Special Educational Needs Service.

**6. HOW MANY CHILDMINDERS WHO HAVE A SATISFACTORY / REQUIRES IMPROVEMENT JUDGEMENT FROM OFSTED HAVE THIS DUE TO NOT HAVING A CHILD TO MIND WHEN INSPECTION TOOK PLACE?**

- 6.1. At the CEPAC meeting on 3 September 2014 it was reported that 34% of childminders in Hammersmith and Fulham (28 childminders in total) currently have a satisfactory/requires improvement judgement from Ofsted.
- 6.2. Of the 28 childminders with a satisfactory/requires improvement judgement, 14 have 'Met' inspections. A 'Met' inspection is given when a childminder has no children in the early years stage at the time of the inspection but is able to demonstrate that they are able to meet requirements of the Early Years Foundation Stage.
- 6.3. Two of the childminders have 'Not Met' inspections. A 'Not Met' inspection is given when a childminder has no children in the early years stage at the time of inspection and does not demonstrate that they can meet the requirements of the Early Years Foundation Stage. Both of these 'Not Met' inspections were given because the childminders had allowed their first aid certification to expire.
- 6.4. Therefore, **57% of the childminders (16) with a satisfactory/requires improvement judgement received this judgement due to not having a child to mind when an inspection took place** and 43% (12) received this judgement while children were being cared for.

**7. WHAT SUPPORT IS OFFERED TO CHILDMINDERS AND HOW ARE WE REVIEWING THIS?**

- 7.1. Registration training for new childminders is held on a termly basis and provides an introduction to childminding practice as well as training in first aid, safeguarding children, and health and safety.

- 7.2. In the north and south of the borough, there is also a Quality Childminding Forum (QCF). The QCF allows childminders to network and develop best practice through a range of training workshops and interactive sessions delivered jointly by the early years team and children's centre team.
- 7.3. Childminders also attend the children's centre stay and play sessions where they work alongside parents, this provides an opportunity for parents to see the practice of childminders and understand that childminders can provide a professional, flexible and quality environment to children.
- 7.4. As per paragraph 3.2, support to childminders is an agreed area that the Childcare Task Group will investigate and make recommendations on in their final report in April 2015.

**8. LEGAL IMPLICATIONS**

- 8.1. As this report is for information only, there are no legal implications to be considered.

**9. FINANCIAL AND RESOURCES IMPLICATIONS**

- 9.1. As this report is for information only, there are no financial implications to be considered.

**LOCAL GOVERNMENT ACT 2000**  
**LIST OF BACKGROUND PAPERS USED IN PREPARING THIS REPORT**

No.	Description of Background Papers	Name/Ext of holder of file/copy	Department/ Location
1.	None.		

## NOTICE OF CONSIDERATION OF A KEY DECISION

In accordance with paragraph 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the Cabinet hereby gives notice of Key Decisions which it intends to consider at its next meeting and at future meetings. The list may change between the date of publication of this list and the date of future Cabinet meetings.

## NOTICE OF THE INTENTION TO CONDUCT BUSINESS IN PRIVATE

The Cabinet also hereby gives notice in accordance with paragraph 5 of the above Regulations that it intends to meet in private after its public meeting to consider Key Decisions which may contain confidential or exempt information. The private meeting of the Cabinet is open only to Members of the Cabinet, other Councillors and Council officers.

Reports relating to key decisions which the Cabinet will take at its private meeting are indicated in the list of Key Decisions below, with the reasons for the decision being made in private. Any person is able to make representations to the Cabinet if he/she believes the decision should instead be made in the public Cabinet meeting. If you want to make such representations, please e-mail Katia Richardson on [katia.richardson@lbhf.gov.uk](mailto:katia.richardson@lbhf.gov.uk). You will then be sent a response in reply to your representations. Both your representations and the Executive's response will be published on the Council's website at least 5 working days before the Cabinet meeting.

## KEY DECISIONS PROPOSED TO BE MADE BY CABINET ON 1 DECEMBER 2014 AND AT FUTURE CABINET MEETINGS UNTIL APRIL 2015

The following is a list of Key Decisions which the Authority proposes to take at the above Cabinet meeting and future meetings. The list may change over the next few weeks. A further notice will be published no less than 5 working days before the date of the Cabinet meeting showing the final list of Key Decisions to be considered at that meeting.

**KEY DECISIONS** are those which are likely to result in one or more of the following:

- Any expenditure or savings which are significant (ie. in excess of £100,000) in relation to the Council's budget for the service function to which the decision relates;
- Anything affecting communities living or working in an area comprising two or more wards in the borough;
- Anything significantly affecting communities within one ward (where practicable);
- Anything affecting the budget and policy framework set by the Council.

The Key Decisions List will be updated and published on the Council's website on a monthly basis.

**NB: Key Decisions will generally be taken by the Executive at the Cabinet.**

*If you have any queries on this Key Decisions List, please contact*

*Katia Richardson on 020 8753 2368 or by e-mail to [katia.richardson@lbhf.gov.uk](mailto:katia.richardson@lbhf.gov.uk)*



## **Access to Cabinet reports and other relevant documents**

Reports and documents relevant to matters to be considered at the Cabinet's public meeting will be available on the Council's website ([www.lbhf.org.uk](http://www.lbhf.org.uk)) a minimum of 5 working days before the meeting. Further information, and other relevant documents as they become available, can be obtained from the contact officer shown in column 4 of the list below.

## **Decisions**

All decisions taken by Cabinet may be implemented 5 working days after the relevant Cabinet meeting, unless called in by Councillors.

## **Making your Views Heard**

You can comment on any of the items in this list by contacting the officer shown in column 4. You can also submit a deputation to the Cabinet. Full details of how to do this (and the date by which a deputation must be submitted) will be shown in the Cabinet agenda.

## **LONDON BOROUGH OF HAMMERSMITH & FULHAM: CABINET 2014/15**

<b>Leader:</b>	<b>Councillor Stephen Cowan</b>
<b>Deputy Leader:</b>	<b>Councillor Michael Cartwright</b>
<b>Cabinet Member for Children and Education:</b>	<b>Councillor Sue Macmillan</b>
<b>Cabinet Member for Economic Development and Regeneration:</b>	<b>Councillor Andrew Jones</b>
<b>Cabinet Member for Finance:</b>	<b>Councillor Max Schmid</b>
<b>Cabinet Member for Health and Adult Social Care:</b>	<b>Councillor Vivienne Lukey</b>
<b>Cabinet Member for Housing:</b>	<b>Councillor Lisa Homan</b>
<b>Cabinet Member for Social Inclusion:</b>	<b>Councillor Sue Fennimore</b>
<b>Cabinet Member for Environment, Transport &amp; Residents Services:</b>	<b>Councillor Wesley Harcourt</b>

*Key Decisions List No. 26 (published 31 October 2014)*

## KEY DECISIONS LIST - CABINET ON 1 DECEMBER 2014

**The list also includes decisions proposed to be made by future Cabinet meetings**

*Where column 3 shows a report as EXEMPT, the report for this proposed decision will be considered at the private Cabinet meeting. Anybody may make representations to the Cabinet to the effect that the report should be considered at the open Cabinet meeting (see above).*

\* All these decisions may be called in by Councillors; If a decision is called in, it will not be capable of implementation until a final decision is made.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet <i>(other relevant documents may be submitted)</i>
<b>December</b>				
Cabinet	1 Dec 2014	<p><b>Property Asset Data Management - Proposed Call-Off</b></p> <p>Seeking approval to a proposed call-off contract.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	1 Dec 2014	<p><b>Transfer of 5 lodges from Environment, Leisure and Residents' Services (ELRS) to Housing (HRA)</b></p> <p>Approval is sought to transfer the properties from ELRS to Housing, and thus requiring appropriation from General Fund (GF) to the Housing Revenue Account (HRA).</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from</p>	Cabinet Member for Housing	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): Palace Riverside; Ravenscourt Park; Sands End	

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		disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<b>Tri-borough Corporate Services Review Report</b>  This report describes the recommendation and business case to establish a Tri-borough Corporate Service including an Executive Director re-organisation, Tri-borough ICT, Tri-borough Procurement, Tri-borough Legal, Tri-borough Revenues & Benefits and Bi-borough Customer Services function.	Cabinet Member for Finance  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<b>Corporate revenue Monitor 2014/15 Month 6</b>  Updated budget outturn forecast update and requests for budget virements.	Cabinet Member for Finance  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Affects 2 or more wards	<b>Enhanced policing report</b>  Report outlining the costs and benefits of maintaining and extending Council funded enhanced policing in LBHF  <b>PART OPEN</b>  <b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the	Deputy Leader  Ward(s): All Wards  Contact officer: Pat Cosgrave Tel: 020 8753 2810 Pat.Cosgrave@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision <b>Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.</b>	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<p><b>Extension and re-tender recommendations for Insurance contracts 2015</b></p> <p>This report seeks approval to extend five of seven contract lots for insurance for two years in accordance with the contractual terms at last procurement in 2012. These allow the Council, at its sole discretion, to extend the contract terms by a period of up to two years until 31st March 2017.</p> <p>This report seeks approval to re-procure two of seven contract lots for insurance to improve service delivery and assurance.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p> <p>Contact officer: Andrew Lord Tel: 020 8753 2531 andrew.lord@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than	<p><b>Proposed Outsourcing of Commercial Property Management Function</b></p> <p>Lot 1 of New Property Contract.</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p>	A detailed report for this item will be available at least five working days before the date of the meeting and

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
	£100,000	<p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Contact officer: Marcus Perry Tel: 020 8753 6697 Marcus.Perry@lbhf.gov.uk	will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Affects 2 or more wards	<p><b>Draft Hammersmith and Fulham Local Plan – approval of consultation document</b></p> <p>The Core Strategy and Development Management Local Plan are being revised in order to include new policies for the part of the Old Oak area that is within H&amp;F. The opportunity is being taken to combine the 2 separate documents into one document but many existing policies remain largely unchanged.</p>	<p>Cabinet Member for Environment, Transport &amp; Residents Services</p> <p>Ward(s): All Wards</p> <p>Contact officer: Pat Cox Tel: 020 8753 5773 pat.cox@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<p><b>Speech and Language Therapy Services - Extension of Service Level Agreements (2014-2016)</b></p> <p>Requests agreement to extensions to the Service Level Agreement's (SLA's) for speech and language therapy services for 2014 - 2016. The extensions are required to enable a procurement exercise to be completed.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule</p>	<p>Cabinet Member for Children and Education</p> <p>Ward(s): All Wards</p> <p>Contact officer: Alison Farmer  Alison.Farmer@rbkc.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	1 Dec 2014  Reason: Affects 2 or more wards	<b>New Approaches to Homelessness and Temporary Accommodation</b>  To set out new initiatives in the field of homelessness and temporary accommodation, including improving linkages with the third sector and the procurement of new forms of temporary accommodation. To set out a strategy to meet MTFS savings in the area of temporary accommodation.	Cabinet Member for Housing  Ward(s): All Wards  Contact officer: Mike England Tel: 020 8753 5344 mike.england@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Affects 2 or more wards	<b>Review of Waste Collection Arrangements - TEEP</b>  To seek approval of the 'TEEP' assessment undertaken by officers which suggests that it is not technically, economically or environmentally practicable to collect paper, glass, plastics and metals streams separately from one another and from other waste types.  To approve the continuation, therefore, of commingled recycling collections.	Cabinet Member for Environment, Transport & Residents Services  Ward(s): All Wards  Contact officer: Kathy May Tel: 02073415616 kathy.may@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<b>Special Educational Needs Reform and Burdens Grant</b>  The special educational needs reform and burdens grant are one off un-ringfenced grants and this Cabinet report will request permission to spend the grant.	Cabinet Member for Children and Education  Ward(s): All Wards  Contact officer: Ian Heggs Tel: 020 7745 6458 ian.heggs@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
Cabinet	1 Dec 2014	<p><b>Tri-borough Procurement of Information Technology and Communications services</b></p> <p>The report seeks approval for a tri-borough procurement of Information Technology and Communications services, the procurement strategy, the procurement and its funding</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Cabinet	1 Dec 2014	<p><b>Public Health Procurement, Contract Award, Extension, Variation Report</b></p> <p>Public Health portfolio of contracts moved to the local Authority in April 2013. This report is submitted to resolve some of the financial and legal concerns that have been highlighted since the transition. The Recommendation to approve contracts award/variation for Public Health services.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act</p>	Cabinet Member for Health and Adult Social Care	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<p><b>H&amp;F Homecare Interim Options</b></p> <p>Report requesting authority to spot purchase domiciliary care until the award of contracts currently out to tender.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Health and Adult Social Care</p> <p>Ward(s): All Wards</p> <p>Contact officer: Martin Waddington Tel: 020 8753 6235 martin.waddington@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<p><b>LGPS Pension Administration Services</b></p> <p>This report seeks authorisation to terminate our current contract with Capita early and to appoint a new contractor Surrey County Council to provide the Local Government Pension Administration Service.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption</p>	<p>Cabinet Member for Finance</p> <p>Ward(s): All Wards</p> <p>Contact officer: Debbie Morris Tel: 020 8753 3068 debbie.morris@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.



Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet ( <i>other relevant documents may be submitted</i> )
		outweighs the public interest in disclosing the information.		
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<b>Permanent Placement Grant</b>  Financial support to create a downstairs bedroom and secure a permanent placement in a family for a disabled child.  <b>PRIVATE</b> This report is exempt from disclosure on the grounds that it contains information relating to an individual under paragraph 1 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.	Cabinet Member for Children and Education  Ward(s): Outside the Borough  Contact officer: Steve Miley Tel: 020 8753 2300 steve.miley@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<b>Capital monitor and budget variations 2014/15 (second quarter)</b>  This report provides an update on the Council's Capital Programme and will request budget variations where necessary.	Cabinet Member for Finance  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	1 Dec 2014  Reason: Expenditure more than £100,000	<b>Tri-borough Senior Leadership and Management Academy Proposal</b>  The decision required is authorisation to proceed with the planning and delivery of a Tri-borough Leadership Academy and associated spend.	Cabinet Member for Finance  Ward(s): All Wards  Contact officer: David Bennett Tel: 0208 753 1628 David.Bennett@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
<b>January</b>				
Cabinet	5 Jan 2015  Reason: Expenditure more than £100,000	<p><b>Permission to tender for bi-borough printing, scanning and payment processing contracts for Parking Services</b></p> <p>A bi-borough Parking Service was established in April 2014. Linked to the procurement of a shared Parking IT system scheduled for implementation in mid 2015, the boroughs will need to separately retender for services covering the printing of statutory documentation and the scanning and processing of incoming post and payments.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Environment, Transport &amp; Residents Services</p> <p>Ward(s): All Wards</p> <p>Contact officer: Matt Caswell Tel: 020 8753 2708 Matt.Caswell@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	5 Jan 2015  Reason: Expenditure more than £100,000	<p><b>Renewal of the H&amp;F contract for the supply of temporary agency workers</b></p> <p>H&amp;F's contract with Pertemps for the supply of temporary agency workers will expire on 1st October 2015 without the possibility of an extension. Given the importance of maintaining flexibility in resourcing, the overall contract value and the time scale for a tendering process, we are seeking decisions on the objectives, options and timescale for procuring a new contract.</p> <p><b>PART OPEN</b></p>	<p>Leader of the Council</p> <p>Ward(s): All Wards</p> <p>Contact officer: Debbie Morris, George Lepine Tel: 020 8753 3068, Tel: 0208 753 4975 debbie.morris@lbhf.gov.uk, george.lepine@HFHomes.org.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		<p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>		
Cabinet	<p>5 Jan 2015</p> <hr/> <p>Reason: Expenditure more than £100,000</p>	<p><b>Exiting three Community Admission Bodies from the Local Government Pension Scheme</b></p> <p>H&amp;F Pension Fund has seven Community Admission Bodies. Three no longer have any active members. Regulation 38 of the Local Government Pension Scheme (Administration) Regulations (the Regulations) now requires the Fund to treat these organisations as exiting employers. There are three options for doing this. Each deals differently with their outstanding liabilities and the exit payments required to cover those liabilities.</p> <p>The preferred option for exiting the organisations allows the Fund to fulfil its obligations under the Regulations while recovering some of their deficit to the Fund. The paper recommends that H&amp;F Council should agree to act as guarantor for all three organisations to enable the Pension Fund to exit them on an on-going basis and agree repayment plans with two of the three organisations.</p> <p>The recommendation has financial implications for the Council. It creates a liability which would be another factor to consider at the time of the next triennial review</p>	<p>Cabinet Member for Finance</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: George Lepine Tel: 0208 753 4975 george.lepine@HFHomes.org.uk</p>	<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</p>

Decision to be Made by (Cabinet or Council)	Date of Decision-Making Meeting and Reason	Proposed Key Decision  Most decisions are made in public unless indicated below, with the reasons for the decision being made in private.	Lead Executive Councillor(s), Wards Affected, and officer to contact for further information or relevant documents	Documents to be submitted to Cabinet (other relevant documents may be submitted)
		<p>and might, therefore, impact on the Council's contribution rate. However, it may be helpful to have in mind here that the Community Admission Bodies accounted for only 0.8% of the deficit when it was last measured at the triennial valuation at 31st March 2013.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>		
Cabinet	5 Jan 2015  Reason: Expenditure more than £100,000	<p><b>Future Highway Maintenance Contracts 2015</b></p> <p>Options for future highway maintenance contract provisions.</p>	Cabinet Member for Environment, Transport & Residents Services  Ward(s): All Wards  Contact officer: Arif Mahmud Tel: 020 7341 5237 arif.mahmud@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	5 Jan 2015  Reason: Expenditure more than £100,000	<p><b>Change ICT service desk provider</b></p> <p>At the end of the HFBP service contract the Council will need to transition all ICT services to other suppliers. By changing the service desk earlier than contract expiry, H&amp;F will be able to reduce the effort, costs and risk and align to the one team Tri-borough. This paper recommends an early transition from the current service desk provider to the new service</p>	Cabinet Member for Finance  Ward(s): All Wards  Contact officer: Jackie Hudson Tel: 020 8753 2946 Jackie.Hudson@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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		<p>desk provider by calling off the Tri-borough framework contract which has the benefit of providing a consistent user experience for staff.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>		
Cabinet	<p>5 Jan 2015</p> <p>Reason: Expenditure more than £100,000</p>	<p><b>ASC Information and Signposting Website - People First</b></p> <p>Discussions and decision around rolling out the People First ASC information and signposting website to LBHF. Currently operational in RBKC and WCC.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Health and Adult Social Care</p> <p>Ward(s): All Wards</p> <p>Contact officer: Mark Hill Tel: 0208 753 5126 mark.hill2@lbhf.gov.uk</p>	<p>A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.</p>

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Cabinet	5 Jan 2015	<b>Corporate Revenue Monitor 2014/15 Month 7</b>  Update of Revenue Outturn forecast and approval of virement requests.	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
	Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk			
Cabinet  Full Council	5 Jan 2015	<b>Council Tax Base and Collection Rate 2015/16</b>  This report contains an estimate of the Council Tax Collection rate and calculates the Council Tax Base for 2015/16	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	28 Jan 2015		Ward(s): All Wards	
	Reason: Budg/pol framework		Contact officer: Steve Barrett Tel: 020 8753 1053 Steve.Barrett@lbhf.gov.uk	
Cabinet  Full Council	5 Jan 2015	<b>Council Tax Empty Homes Premium</b>  This report outlines the provisions available to charge a Council Tax premium on properties that have been empty for more than two years	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	28 Jan 2015		Ward(s): All Wards	
	Reason: Budg/pol framework		Contact officer: Steve Barrett Tel: 020 8753 1053 Steve.Barrett@lbhf.gov.uk	
Cabinet  Full Council	5 Jan 2015	<b>Hammersmith and Fulham's Council Tax support scheme</b>  The Council need to agree a Council Tax support scheme for 2015/16	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be
	28 Jan 2015		Ward(s): All Wards	
	Reason: Budg/pol framework		Contact officer: Paul Rosenberg Tel: 020 8753 1525 paul.rosenberg@lbhf.gov.uk	

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				considered.
Cabinet	5 Jan 2015  Reason: Expenditure more than £100,000	<p><b>Strategic Housing Stock Options Appraisal</b></p> <p>To authorise a programme of work to identify options and benefits for a different future for housing which may include the transfer of the Council's housing stock, and include the undertaking of detailed feasibility studies, prior to putting the issue before tenants in a ballot.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	<p>Cabinet Member for Housing</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Geoff Wharton Tel: 020 8753 1313 Geoff.Wharton@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
Cabinet	5 Jan 2015  Reason: Expenditure more than £100,000	<p><b>Award of Tri-Borough Advocacy Services Framework Agreements</b></p> <p>That the Leader and Cabinet Member for Community Care, in conjunction with the Tri Borough Executive Director for Adult Social Care, award four Framework Agreements and Call Off Agreements which will allow H&amp;F to access the services.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding the information)</p>	<p>Cabinet Member for Health and Adult Social Care</p> <hr/> <p>Ward(s): All Wards</p> <hr/> <p>Contact officer: Tim Lothian Tel: 020 8753 5377 tim.lothian@lbhf.gov.uk</p>	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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		under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	5 Jan 2015	<b>HRA Disposal Policy</b>  This report considers the future disposal policy for property held for Housing Purposes	Cabinet Member for Housing	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Affects 2 or more wards		Ward(s): All Wards	
Contact officer: Kathleen Corbett Tel: 020 8753 3031 Kathleen.Corbett@lbhf.gov.uk				
<b>2 February</b>				
Cabinet	2 Feb 2015	<b>Contract Award : Child Obesity Prevention and Healthy Family Weight Services</b>  To reduce the prevalence of obesity in the boroughs by helping children, young people and their families to eat healthier and be more active, tenders have been sought for two services: Lot 1 Planning, Policy and Workforce Development Lot 2 Prevention and Weight Management Programmes The report proposes that each of the three Councils enters into a contract with the recommended providers to deliver these services.  <b>PART OPEN</b>  <b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act	Cabinet Member for Health and Adult Social Care	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	
Contact officer: Liz Bruce Tel: 020 8753 5001 liz.bruce@lbhf.gov.uk				



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		1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.		
Cabinet	2 Feb 2015	<b>Tri-borough Drug and Alcohol Core Services Recommissioning</b>  Approval to proceed report for the recommissioning of core drug and alcohol services across the Tri-borough	Cabinet Member for Health and Adult Social Care	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards  Contact officer: Nicola Lockwood Tel: 020 8753 5359 Nicola.Lockwood@lbhf.gov.uk	
Cabinet  Full Council	2 Feb 2015	<b>Capital Programme 2015-19</b>  This reports sets the Council's four-year capital expenditure budget for 2015-19.	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	
Cabinet	2 Feb 2015	<b>Capital monitor and budget variations 2014/15 (month 8)</b>  This report provides an update on the Council's Capital Programme and will request budget variations where necessary.	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	

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Cabinet  Full Council	2 Feb 2015	<b>Revenue Budget &amp; Council Tax Report</b>  This reports sets out the Council's 2015/16 revenue budget proposals	Leader of the Council	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Affects 2 or more wards		Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	
Cabinet	2 Feb 2015	<b>London Enterprise Panel - New Homes Bonus Programme</b>  DWP has top sliced the New Homes Bonus budget and allocated it to the London Enterprise Panel. Each London Borough has then been required to bid for the funding top sliced from their borough. For LBHF this is estimated as £1.6m.  Activities have been required to align with LEP priorities. We have bid for a mixture of enterprise, employment and planning support.  This report gives detail of the programme and asks for agreement of the Cabinet to accept the funding and deliver the programme of activities.	Cabinet Member for Economic Development and Regeneration	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards  Contact officer: Ingrid Hooley Tel: 020 8753 6454 Ingrid.Hooley2@lbhf.gov.uk	
<b>2 March</b>				
Cabinet	2 Mar 2015	<b>Corporate Revenue Monitor 2014/15 Month 9</b>  Update of forecast Revenue outturn and agreement of virement requests.	Cabinet Member for Finance	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	

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Cabinet	2 Mar 2015  Reason: Budg/pol framework	<p><b>London Borough of Hammersmith &amp; Fulham Cycling Strategy</b></p> <p>The Cycling Strategy sets out how the London Borough of Hammersmith &amp; Fulham will improve the quality and extent of provision for cyclists, encourage more people to use bicycles, increase the number of journeys made by cycle, and improve public health outcomes.</p> <p>In order to achieve this, the Cycling Strategy develops an Action Plan that can be used to direct funding in a way that responds to the cycling needs of Hammersmith and Fulham residents / businesses.</p> <p>The Cycling Strategy is not a statutory document. However it has been identified as playing a crucial role in reducing congestion on our roads, relieving pressure on the public transport system, and improving the health of residents and visitors.</p>	Cabinet Member for Environment, Transport & Residents Services  Ward(s): All Wards  Contact officer: Rory Power Tel: 020 8753 6488 rory.power@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
<b>30 March</b>				
Cabinet	30 Mar 2015  Reason: Expenditure more than £100,000	<p><b>Corporate Revenue monitor 2014/15 Month 10</b></p> <p>Update Revenue Outturn forecast and agreement of virement requests</p>	Cabinet Member for Finance  Ward(s): All Wards  Contact officer: Jane West Tel: 0208 753 1900 jane.west@lbhf.gov.uk	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.

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<b>27 April</b>				
Cabinet	27 Apr 2015	<p><b>Procurement of a Homecare service for the London Borough of Hammersmith and Fulham (H&amp;F); Royal Borough of Kensington and Chelsea (RBKC) and Westminster City Council (WCC)</b></p> <p>Seeking Cabinet agreement to the awarding of three new contracts for the provision of Homecare services in the London Borough of Hammersmith and Fulham.</p> <p><b>PART OPEN</b></p> <p><b>PART PRIVATE</b> Part of this report is exempt from disclosure on the grounds that it contains information relating to the financial or business affairs of a particular person (including the authority holding that information) under paragraph 3 of Schedule 12A of the Local Government Act 1972, and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.</p>	Cabinet Member for Health and Adult Social Care	A detailed report for this item will be available at least five working days before the date of the meeting and will include details of any supporting documentation and / or background papers to be considered.
	Reason: Expenditure more than £100,000		Ward(s): All Wards	