

Agenda

Cabinet

Date: Monday 13 January 2020

Time: 10.30 am

Venue: Mezzanine Rooms 1 & 2, County Hall,
Aylesbury

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Agenda Item	Page No
1 Apologies for Absence	
2 Declarations of Interest	
3 Minutes Of the meeting of the Cabinet held on 9 December 2019.	3 - 10
4 Hot Topics	

5	Question Time This provides an opportunity for Members to ask questions to Cabinet Members	
6	Forward Plan for Cabinet and Cabinet Members For Cabinet to consider the Forward Plan	11 - 20
7	Cabinet Member Decisions To note progress with Cabinet Member Decisions	21 - 22
8	Select Committee Work Programme For Cabinet to consider the Select Committee Work Programme	23 - 26
9	Adult Social Care - 6 month update	27 - 34
10	Children's Services - 6 month update	35 - 46
11	Date of the Next Meeting 10 February 2020.	

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For further information please contact: Rachel Bennett on 01296 382343

Members: **Martin Tett (Leader)**

Bill Chapple OBE	Cabinet Member for Planning & Environment
John Chilver	Cabinet Member for Resources
Anita Cranmer	Cabinet Member for Education & Skills
Lin Hazell	Cabinet Member for Health & Wellbeing
Mark Shaw	Deputy Leader & Cabinet Member for Transportation
Warren Whyte	Cabinet Member for Children's Services
Gareth Williams	Cabinet Member for Community Engagement & Public Health

Minutes

Cabinet

Date: 9 December 2019

Venue: Mezzanine Rooms 1 & 2, County Hall, Aylesbury

Time: 10.30 am to 11.36 am

MEMBERS PRESENT

Mr M Tett (in the Chair).

Mr J Chilver, Mrs A Cranmer, Ms L Hazell, Mr M Shaw, Mr W Whyte, Mr G Williams and Mr C Harriss

OFFICERS IN ATTENDANCE

Mr R Ambrose, Mrs S Ashmead, Mr T Fitzpatrick, Ms T Ironmonger, Ms A Williams and Mr R Smith

1 APOLOGIES FOR ABSENCE

Apologies were received from Mr B Chapple and Ms R Shimmin, Chief Executive. Mr C Harris, Deputy Cabinet Member for Planning and Environment deputised for Mr Chapple.

2 DECLARATIONS OF INTEREST

There were none.

3 MINUTES

RESOLVED: The minutes of the meeting held on 11 November 2019 were **AGREED** as an accurate record and signed by The Chairman.



4 HOT TOPICS

Deputy Leader and Cabinet Member for Transportation gave thanks to all officers involved with the Winter Maintenance scheme. It was highlighted that forecasted weather conditions and the gritting schedule was listed on the [Buckinghamshire County Council website](#) and the [Transport for Bucks \(TfB\) twitter page](#).

Cabinet Member for Education and Skills highlighted that Ofsted introduced new standards in September 2019, and schools received inspections without warning. 19 schools in Buckinghamshire had been inspected. The majority of the inspected schools had kept their original grading and some received an upgrade to 'Outstanding'. The Leader highlighted that the Ofsted standards would be dependent on the outcome of the general election on 12 December 2019.

Cabinet Member for Children's Services highlighted that the service encouraged residents to consider fostering. An information event would be held on 18 December 2019 in Buckingham with future sessions planned throughout 2020. All information regarding fostering was available on the [Buckinghamshire County Council website](#).

Following the hot topics, the Chairman stated that Buckinghamshire County Council was following Purdah requirements due to the general election and highlighted that members should be mindful and ensure that any comments made were not political in nature.

5 QUESTION TIME

There were none.

6 FORWARD PLAN FOR CABINET AND CABINET MEMBERS

RESOLVED: Cabinet NOTED the report.

7 CABINET MEMBER DECISIONS

RESOLVED: Cabinet NOTED the report.

8 SELECT COMMITTEE WORK PROGRAMME

Mr W Whyte, Cabinet Member for Children's Services, highlighted that a correction made at the previous meeting had not been applied. The early help update scheduled for 24 January 2020 (highlighted on page 22 of the report) would not be a six month update as the programme would not have been running for that amount of time. Instead it would be a general update. The Chairman requested that the error be amended in the report.

ACTION: Ms K Sutherland, Committee and Governance Manager

RESOLVED: Cabinet NOTED the report.

9 Q2 2019/20 PERFORMANCE REPORT

Cabinet received a summary report, scorecard and detailed measures for each of their portfolio areas and were asked to update on those areas that were being flagged as red.

Leader

- All three indicators were green.

Cabinet Member for Community Engagement and Public Health:

- The service reported seven green indicators, two amber and three red.
- Green- Alcohol treatment completions, drug treatment completions and new born face to face health visits were performing substantially above the national averages.
- Red- Live Well Stay Well screenings were performing below target, but the target had recently been increased. There was a dip due to the difference in diabetic programmes which were no longer screened by Live Well Stay Well. The updated figures would be incorporated into the overall statistics.
- Red- The number of abandoned calls to the Customer Service Centre had increased, due to the recent issues with Home to School Transport. The enquiries system had crashed due to high volumes. It was of high importance that there were enough resources in place to cope with a crisis and stress pressures.

Cabinet Member for Health and Wellbeing:

- The service reported five green indicators, one amber and two red.
- Red- Delayed transfers in care. Actions were being taken to address the issue including updated care processes. It was highlighted that due to winter conditions a reduction in delayed care transfers was unlikely but the issue was a key priority for the service.
- Red- Percentage of annual reviews received by service users. It was highlighted that the score was due to staffing issues and a struggle to recruit within the service. The processes were being reviewed and improvements would come into effect soon.

Cabinet Member for Children's Services:

- The service reported five green indicators, one amber and one red.
- Red- Initial health assessments for Looked After Children. There had been a dip in performance in quarter two following an increase in the previous calendar year. It was highlighted that quality control could cause a delay but it was essential for assessments to make an impact. Mr Whyte clarified that the health assessment statistics were not reflective of intervention statistics, and that the initial health assessment was the formal meeting that took place after children had been removed from an unsafe situation.
- Green- The percentage of children that received a visit within four weeks after being placed into care.
- Amber- Care Leavers entering further education. It was highlighted that the current percentage was 58% and the target was 60%. The statistics were higher than regional levels, but Buckinghamshire had high aspirations for care leavers.

Cabinet Member for Education and Skills:

- The service reported five green indicators, two ambers and one red.
- Red- Educational Health Care Plans (EHCPs). There had been a significant back log which was now up to date, and EHCPs were being allocated within 21 weeks. Additional EHCP co-ordinators were being recruited.
- Green- The number of pupil permanent exclusions had decreased.
- Amber- The percentage of pupils attending good or outstanding school had improved.

Cabinet Member for Resources:

- The service reported five green indicators, one amber and two reds.
- Red- Value of unsecured debt over 90 days. The position had improved since quarter one and was expected to continue to improve.
- Red- Percentage of voluntary turnover. Improvements had been seen since quarter one, but the percentage would remain high due to the transition into the new unitary authority. Managers were encouraged to hold exit interviews with staff members.
- Amber- Number of staff absences. Emphasis was placed on health and wellbeing in the workplace to reduce stress.
- Green- Percentage of Bucks County Council webpages that met accessibility standards. A significant amount of resources had been invested to make the website more accessible to members of the public.

Cabinet Member for Planning and Environment:

- The service reported one green indicator and two ambers.
- Amber- Number of visitors to country parks. There was a reduction in visitors compared to the previous year. Mr Harris highlighted that the service would monitor whether the cause was weather related or due to capacity levels.
- Amber- Percentage of waste being disposed of at household recycling centres. The situation was being monitored, however Mr Harris commended the recycling centre staff for the improvements that had been made. There was no direct link between the closure of centres and flytipping.

Deputy Leader and Cabinet Member for Transportation:

- All five indicators were green.
- Mr Shaw highlighted that staff numbers dipped during the summer but had increased.

Recommendation:

Cabinet was asked to:

- 1. Come to a view on how the organisation is performing.**
- 2. Take action to improve performance where necessary.**

RESOLVED: Cabinet was satisfied in relation to the organisation's performance, and the steps highlighted to bring about further improvements.

10 REVIEW OF DIRECTOR OF PUBLIC HEALTH REPORTS

Mr G Williams, Cabinet Member for Community Engagement and Public Health introduced the report and highlighted the following:

The Director of Public Health was a joint appointment with the NHS.

The report set out the themed approach adopted by Buckinghamshire County Council had highlighted the outcomes against each theme; many of which were preventative measures. The key outcomes were based on engagement with children and young people in terms of their health and wellbeing needs. A visit to Pinewood Studios had been organised in which young people took part in several engagement activities. The mental health element of public health continued to be a priority. An Emotional Wellbeing conference had been held and highly attended by educational partners.

Mr Williams highlighted the following data from the report:

- **15/16 report**- 12600 people had visited the Active Bucks website. 6500 people had engaged in activities from the website. 250 activities were available due to the extension of funding.
- **16/17 report**- pregnancy in early years. 96 ½ % of face to face new born checks were completed within 14 days. A focus had been placed on ensuring that the quality of the recorded information was of a high standard to ensure that each visit was impactful.
- **17/18 report** - Healthy Places scheme. It was useful to have a document to inform planning for the unitary council. Social isolation was a key theme. A two day workshop was held on social isolation which had been well attended and produced a series of actions.

The Leader introduced Ms T Ironmonger, Assistant Director of Public Health who attended in place of Dr J O'Grady, Director of Public Health. A discussion took place with Cabinet in which the following points were highlighted:

Problems within public health were usually of a complex nature and stakeholders played a key part in the resolution; the running of the service relied on a coalition of different partners. A focus needed to be placed on reviewing the success of collaborations with different partners in previous years. Cabinet were interested to see the Healthy Places plans to examine how health was promoted in the initial stages of planning.

Ms Cranmer enquired as to what was being implemented to tackle the problem of social isolation. Ms Ironmonger highlighted that there was a spectrum of social prescribing conversations. The link workers were the social prescribers and there was a multi- agency social prescribing group with a commitment to take a more strategic view. The process would be monitored and reviewed if required changes were identified.

Mr Chilver enquired as to how themes were chosen and if there was a process to find out what the priorities were for stakeholders and partners. Ms Ironmonger stated that there was a

choice of themes which were reflective of the findings of multiagency partnerships. Ms Ironmonger also confirmed there were press releases in order to raise awareness of schemes for the general public.

Cabinet reflected that it would be effective and beneficial to hold a public debate at a future full council meeting in order to raise public awareness. Consistency and clarity of the available schemes would be beneficial for residents.

RESOLVED: Cabinet NOTED the report.

11 SOUTH EAST AYLESBURY LINK ROAD: LAND ACQUISITION AND CPO UPDATE, PLANNING APPLICATION UPDATE, SIDE ROADS ORDER AND SECTION 19 APPLICATION

There was a confidential appendix included in the report that had been circulated to Cabinet for consideration. However it was unanimously agreed that a confidential discussion was not required.

Mr R Smith, Director of Highway Services and Mr T Fitzpatrick, Highways Team Leader presented the report and highlighted the following points:

There was significant congestion in the area and the series of additional link roads would accommodate for existing and developed housing. HS2 work would cause additional congestion in the area which therefore required the need for the link road to be completed quickly. A compulsory purchase order was required, as well as a Section 19 Order and Side Road Order. It was confirmed that if required a public enquiry would be held.

Mr Whyte enquired as to whether the red line was as tight as possible to the land area that was required. It appeared there was surplus land included. Mr Fitzpatrick stated that the aim was to negotiate with all landowners and some of the land would only be required temporarily. The landscaping plan was not included in the documents but will be clearly set out in the planning application.

Recommendations:

The Cabinet is requested to authorise:

(1) The making of a Side Roads Order(s) (“SRO”) under sections 14 and 125 of the Highways Act 1980 and all other necessary powers to:

- (a) improve, raise, lower, stop up, divert or otherwise alter existing highways which cross or enter the route of the SEALR or will otherwise be affected by the construction of the SEALR or as required to deliver the SEALR;**
- (b) construct new lengths of highways for purposes connected with the alterations referred to in (a) above and delivery of the SEALR; and**
- (c) stop up private means of access and provide replacement or new means of access.**

(2) The submission of an application to the Secretary of State for a certificate under section 19 of the Acquisition of Land Act 1981.

(3) The Director of Property and Assets (or such other appropriate officer) to:

(a) Make and issue the SRO and the section 19 application including the service and publication of all requisite notices and press notices;

(b) take all necessary steps to settle any objections made to the SRO, the section 19 application and the compulsory purchase order (“CPO) to be made to secure delivery of the SEALR including amendments to the SRO, the section 19 application;

(c) negotiate and enter into agreements or undertakings with persons with any legal interest in the land relating to the SRO and/or the CPO;

(d) make any amendments necessary to the SRO and/or the CPO arising as a result of negotiations with affected persons, further design work, section 19 application or for any connected reasons to enable delivery of the SEALR;

(e) take all necessary steps to secure settlement of compensation arising from implementation of the SRO and/or the CPO including referral to the Upper Tribunal (Lands Chamber); and,

(f) take any further or other action necessary to secure the making, confirmation and implementation of the SRO and/or the CPO, and or/ the section 19 application.

The Cabinet is asked to note:

(4) The updated land budget for the acquisition of land required for the scheme

(5) That the Director of Property and Assets (or such other appropriate officer) will be serving a Compulsory Purchase Order on all those with an interest in the land affected by the scheme and will continue to negotiate to acquire those interests by agreement. There would be no requirement to hold a CPO inquiry if all interests and objections are settled beforehand.

(6) The SEALR planning application will be submitted by the end of 2019/ early 2020.

RESOLVED: Cabinet AGREED the recommendations as laid out in the report and NOTED the points for information.

12 EXCLUSION OF THE PRESS AND PUBLIC

Not required.

13 SOUTH EAST AYLESBURY LINK ROAD: LAND ACQUISITION AND CPO UPDATE, PLANNING APPLICATION UPDATE, SIDE ROADS ORDER AND SECTION 19 APPLICATION

No further discussion took place in confidential session.

14 DATE OF THE NEXT MEETING

13 January 2020

**MARTIN TETT
LEADER OF THE COUNCIL**

CABINET/CABINET MEMBER FORWARD PLAN

Item	Description	Local Members	Member(s) / Contact Officer	Comments
Cabinet 13 January 2020				
Adult Social Care - 6 month update	For information		Cabinet Member for Health and Wellbeing / Gillian Quinton	First notified 12/9/19
Children's Services - 6 month update	For information		Cabinet Member for Children's Services / Tolis Vouyioukas	First notified 12/9/19
Cabinet 10 February 2020				
Climate Change	To review the outcomes of the Carbon Audit and agree next steps	All Electoral Divisions	Cabinet Member for Planning and Environment / Neil Gibson	First notified 7/10/19
Property Acquisition	If required		Cabinet Member for Resources / John Reed	First notified 11/10/18 Likely to include confidential appendices
Q3 19/20 Budget Monitoring Report	Budget Monitoring report to 31 December 2019		Cabinet Member for Resources / Jane Parker	First notified 9/7/19
Cabinet 9 March 2020				
Q3 2019/20 Performance Report	The quarter 3 performance report for Buckinghamshire County Council comprising: - A Scorecard - Report of Cabinet Measures	All Electoral Divisions	Leader of the Council / Sarah Ashmead	First notified 3/12/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
January 2020 Cabinet Member Decisions				
<u>Cabinet Member for Children's Services and Cabinet Member for Health & Wellbeing</u>				
All Age Mental Health Strategy	The Cabinet Member for Children's Services and the Cabinet Member for Health and Wellbeing are asked to AGREE the Buckinghamshire All Age Mental Health Strategy.		Cabinet Member for Children's Services, Cabinet Member for Health and Wellbeing / Matilda Moss	First notified 12/12/19
Carers Strategy	To agree an revised and updated strategy which sets out the Council's support offer for carers.		Cabinet Member for Children's Services, Cabinet Member for Health and Wellbeing / Jane Bowie	First notified 12/12/19
<u>Cabinet Member for Children's Services and Cabinet Member for Resources</u>				
Payment by Results (Troubled Families) Grant Approval 2018-2019 and future years	Payment by Results Grant Funding Approval for 2018-2019 and future years		Cabinet Member for Children's Services, Cabinet Member for Resources / Elizabeth Williams	First notified 11/2/19
<u>Cabinet Member for Health and Wellbeing</u>				
Adults with Learning Disabilities Strategy	To approve a strategy for supporting people with a learning disability in Buckinghamshire		Cabinet Member for Health and Wellbeing / Jane Bowie	First notified 12/12/19
Commissioning Mental Health Section 117 and Continuing Health Care (CHC)	Update to Section 117 services and proposal to commission Continuing Health Care (CHC) services		Cabinet Member for Health and Wellbeing / Jane Bowie	First notified 25/6/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
Decision for recommissioning of Healthwatch and IHCA	Decision for recommissioning of Healthwatch and IHCA following tender		Cabinet Member for Health and Wellbeing / Lisa Truett	First notified 4/11/19 May contain confidential appendices
Recommissioning of Accommodation Based Homelessness Support Services	A decision from Cabinet member will be required to agree the recommended action in the business case for re-commissioning of the support services for homeless people 16 -55 years within supported living accommodation within Bucks.		Cabinet Member for Health and Wellbeing / Jane Bowie	First notified 4/7/19 May contain confidential appendices
Cabinet Member for Planning and Environment				
Planning Performance Agreements fee schedule and increase in charges for Pre-Application Advice in relation to Planning development management function	Planning Performance Agreements fee schedule and increase in charges for Pre-Application Advice in relation to development management and BCC's role as County Planning Authority		Cabinet Member for Planning and Environment / David Sutherland	First notified 21/9/18
Rights of Way Enforcement Policy	To review and update the existing Rights of Way Enforcement Policy The document will outline the legislative powers available to the authority regarding enforcement, give details of what action our customers may expect the authority to take on illegalities found on the rights of way network.		Cabinet Member for Planning and Environment / David Sutherland	First notified 28/3/18
Rights of Way Improvement Plan 2	Key decision seeking approval of Rights of Way Improvement Plan 2		Cabinet Member for Planning and Environment / David Sutherland	First notified 10/1/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
<u>Cabinet Member for Planning and Environment and Cabinet Member for Resources</u>				
Denham Quarry Northern Extension – Summerlease Limited	The agreed form of Lease appended to the 2010 Option Agreement allows for the continuation of working via the lateral, northern extension which is to be demised for a term of a further 8 years. This arrangement will serve to provide continuity of the revenues payable to the Council under the current tenancy for the same period. With reference to the previous decision of 15/03/2018 approval is sought from Cabinet Members on the decision reached between Summerlease and BCC on how to regularise the situation	Denham	Cabinet Member for Planning and Environment, Cabinet Member for Resources / Marion Mayhew	First notified 16/10/18 May contain confidential appendices
<u>Cabinet Member for Resources</u>				
Budget Adjustments to the Approved Capital Programme	To approve amendments to the approved budgets within the Capital Programme		Cabinet Member for Resources / Sue Palmer	First notified 26/2/19
Transfer of Land at Spade Oak, Marlow	The transfer of land held by Buckinghamshire County Council as Trustee of the Thameside Preservation Trust to new Trustees. The land was purchased with monies raised by public subscription and is to be preserved for the benefit and recreation of the public.	Marlow	Cabinet Member for Resources / Jamie Hollis	First notified 6/4/17
<u>Deputy Leader and Cabinet Member for Transportation</u>				
A355 Improvements Project	Implementation of TRO to the recently constructed A355 Improvements Project in Beaconsfield. This is a statutory requirement to make enforceable the various movement restrictions and speed limits implemented in consequence of the scheme.	Beaconsfield; Gerrards Cross	Deputy Leader & Cabinet Member for Transportation / Ian McGowan	First notified 22/11/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
A412 Uxbridge Road junction with Black Park Road - Traffic Regulation Order (TRO)	This is a Decision Report that highlights the recommendation to turn the current ETRO to a permanent TRO, which prohibits a 'right turn' manoeuvre from Black Park Road onto the A412 Uxbridge Road, and prohibit a 'U' turn on the A412 Uxbridge Road at the junction with Black Park Road.	Stoke Poges & Wexham	Deputy Leader & Cabinet Member for Transportation / Kirk Adams	First notified 2/12/19
Aylesbury National Productivity Investment Fund Implementation (Phase 2)	Junction Improvements	Aylesbury North; Aylesbury North West	Deputy Leader & Cabinet Member for Transportation / Ian McGowan	First notified 17/9/19
Beaconsfield cycleway	Proposed shared cycleway. Upgraded of existing footway, between Grenfell Road and Ledborough Lane.	Beaconsfield	Deputy Leader & Cabinet Member for Transportation / Adrian Lane	First notified 28/2/17
Berryfields Proposed Waiting Restrictions	Berryfields Proposed Waiting Restrictions at Aylesbury Vale Academy School & The Berryfields Primary Academy School & The Green Ridge Primary Academy School.	Stone and Waddesdon	Deputy Leader & Cabinet Member for Transportation / Kirk Adams	First notified 22/3/18
Chalfont St Peter Waiting Restrictions	A review of the Waiting Restrictions in Chalfont St Peter to be conducted.	Chalfont St Peter	Deputy Leader & Cabinet Member for Transportation / Ricky Collymore	First notified 4/10/19
Court Lane and Marsh Lane, Dorney, Proposed Waiting and Loading Restrictions (Amendment 1030)	This report summarises the results of the statutory consultation for formalising the "No Waiting at any time" restrictions on Court Lane and Marsh Lane, Dorney.	Cliveden	Deputy Leader & Cabinet Member for Transportation / Ryan Curtis	First notified 30/10/19
Footway Hierarchy 2019	Revisions and additions to the Footway Hierarchy used for maintenance purposes in Buckinghamshire		Deputy Leader & Cabinet Member for Transportation / Mark Averill	First notified 22/7/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
George Street & Market Square, Aylesbury Traffic Movement Restriction	The report will cover making the current experimental traffic regulation order into a permanent traffic regulation order.	Aylesbury North	Deputy Leader & Cabinet Member for Transportation / Kirk Adams	First notified 13/12/18
Proposed 50MPH Speed Limit on the A413 Buckingham Road between Buckingham Park roundabout and Whitchurch	Transport for Buckinghamshire was commissioned to undertake a 50 miles per hour speed limit review and Statutory Consultation on the A413 Buckingham Road from the Buckingham roundabout to Whitchurch. This Key Decision Report relates to the subsequent review and the Statutory Consultation and makes Recommendations to the Deputy Leader & Cabinet Member for Transportation.	Wing	Deputy Leader & Cabinet Member for Transportation / Vanessa Silva	First notified 4/12/19
Proposed Zebra Crossing - The Broadway, Amersham	Planning application number CH/2016/1651/FA with Appeal reference APP/X0415/W/17/3167665 places a condition on the developer to provide a pedestrian crossing adjacent to the application site.	Penn Wood & Old Amersham	Deputy Leader & Cabinet Member for Transportation / Christine Urry	First notified 11/3/19
Reclassification Order, Bellingdon Road and Townsend Road, Chesham	A short section of Bellingdon Road and Townsend Road in Chesham are classified as B Roads. It seems that this is a historic issue which was not correctly dealt with at the time the A416 St Marys Way was constructed. This order resolves this historic issue	Chesham	Deputy Leader & Cabinet Member for Transportation / Keith Carpenter	First notified 2/8/17
The Broadway, Amersham, Proposed Waiting and Loading Restrictions (Amendment 1028)	Proposed Waiting and Loading Restrictions out side the retirement development on The Broadway, Amersham	Penn Wood & Old Amersham	Deputy Leader & Cabinet Member for Transportation / Ian Thomas	First notified 30/10/19
Various Roads in Chesham, Proposed Waiting Restrictions (Amendment 1029)	This report summarises the results of the statutory consultation for formalising the "No waiting at any time" restrictions in Albert Road, Franchise Street, Gladstone Road, Higham Road, Queen's Road, Townsend Road, Upper Gladstone Road and Victoria Road in Chesham.	Chess Valley	Deputy Leader & Cabinet Member for Transportation / Ian Thomas	First notified 30/10/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
<u>Deputy Leader and Cabinet Member for Transportation and Cabinet Member for Resources</u>				
Westhorpe Interchange - Globe Park access	Decision to progress the Westhorpe junction improvement project from feasibility through to detailed design and construction. Purchase land required for the scheme.	Flackwell Heath, Little Marlow & Marlow South East; Marlow	Deputy Leader & Cabinet Member for Transportation, Cabinet Member for Resources / Ulrika Diallo	First notified 3/10/19 May contain confidential appendices
Cabinet Member Decisions February 2020				
<u>Cabinet Member for Education and Skills</u>				
Determined Admissions Arrangements 2021	Following a six week consultation period with statutory consultees, the final determined admission arrangements are published.		Cabinet Member for Education and Skills / Debbie Munday	First notified 7/3/19
<u>Cabinet Member for Health and Wellbeing</u>				
Managing the Care Market: Proposal for Fee Increases	To consider fee increases required for 2020/21		Cabinet Member for Health and Wellbeing / Matilda Moss	First notified 19/12/19
<u>Deputy Leader and Cabinet Member for Transportation</u>				
Proposed 40 mph Speed Limit - A418 Scotsgrove Hill / Aylesbury Road	Proposed 40 mph Speed Limit for A418 Scotsgrove Hill / Aylesbury Road, C70 Thame Road & Mill Lane, Haddenham.	Bernwood	Deputy Leader & Cabinet Member for Transportation / Shane Thomas	First notified 19/12/19
Sandelswood Waiting Restrictions	Cabinet Member Decision for Sandelswood Waiting Restrictions, following Statutory Consultation and the objections received.	Beaconsfield; Penn Wood & Old Amersham	Deputy Leader & Cabinet Member for Transportation / Shane Thomas	First notified 19/12/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
Dollicot Road, Haddenham - Proposed 20mph Speed Limit	S106 Scheme for the provision of a speed limit TRO in Dollicott, Haddenham, and its adjoining roads. This is to mitigate concerns relating to road safety as a result of increased vehicular and pedestrian traffic, following residential development in the immediate vicinity. The proposal relates to an area wide 20mph speed limit being introduced in the residential streets.	Bernwood	Deputy Leader & Cabinet Member for Transportation / Tom McCarthy	First notified 11/12/19
Knights Templar Way, Daws Hill - No Waiting and No Loading Parking Restrictions	S106 Scheme for the provision of a parking TRO in Knights Templar Way / Daws Hill Lane in mitigation of parking related concerns as a result of residential development in the nearby vicinity. The proposal relates to the introduction of waiting and loading restrictions.	Abbey	Deputy Leader & Cabinet Member for Transportation / Tom McCarthy	First notified 11/12/19
Malthouse Way/Barley, Marlow - Waiting Parking Restrictions	S106 Scheme for the provision of a parking TRO in Malthouse Way / Barley in mitigation of parking related concerns as a result of residential development in the immediate vicinity. The proposal relates to the introduction of waiting restrictions.	Marlow	Deputy Leader & Cabinet Member for Transportation / Tom McCarthy	First notified 11/12/19
New Road, Weston Turville - Proposed extension of 40mph Speed Limit	S106 Scheme for the provision of a speed limit TRO on New Road, Weston Turville. This is to mitigate concerns relating to road safety following the development of new residential premises adjacent to New Road. The proposal relates to an extension of the existing 40mph speed limit covering the extent of the new residential development.	Aston Clinton & Berton	Deputy Leader & Cabinet Member for Transportation / Tom McCarthy	First notified 11/12/19
Stanbridge Road, Haddenham - Proposed extension of 30mph Speed Limit	S106 Scheme for the provision of a speed limit TRO on Stanbridge Road, Haddenham. This is to mitigate concerns relating to road safety as a result of increased vehicular and pedestrian traffic, following residential development in the immediate vicinity. The proposal relates to an extension of the existing 30mph speed limit covering the extent of the new residential development.	Bernwood	Deputy Leader & Cabinet Member for Transportation / Tom McCarthy	First notified 11/12/19

Item	Description	Local Members	Member(s) / Contact Officer	Comments
Cabinet Member Decisions March 2020				
<u>Deputy Leader and Cabinet Member for Transportation</u>				
A4157 Douglas Road, Aylesbury - No Right Turn into Stocklake (Urban) Traffic Regulation Order	Buckinghamshire County Council as traffic authority intends to make the above ETRO. This will prohibit any vehicle (other than a vehicle in emergency use for police, fire brigade or ambulance purposes) proceeding in a south-easterly direction in A4157 Douglas Road to turn right into Stocklake (Urban)	Aston Clinton & Bierton; Aylesbury East	Deputy Leader & Cabinet Member for Transportation / David Cairney	First notified 8/7/19

Please note the following information since the report included in the previous Cabinet agenda:-

- No decisions have been published but not yet taken
- 4 decisions have been taken
- 27 decisions on the forward plan are pending for January

DECISIONS TAKEN

Cabinet Member for Education and Skills

23 Dec 2019

ED10.19 - Proposed expansion of Whaddon CE school (Decision taken)

The Cabinet Member:

AGREED that, as the school's governing board and the Local Authority have followed the Department for Education statutory guidance, permission is granted for the proposed change of age range at the school and the reduction of the admission number from 18 to 11 for Key Stage One.

AGREED that the change takes place from 1 September 2020.

Cabinet Member for Health and Wellbeing

2 Jan 2020

HW09.19 - Decision for recommissioning of Healthwatch and IHCA (Decision taken)

Recommendation

The Cabinet Members were asked to approve the decision to award the contract for the Healthwatch, community engagement and Independent Health Complaints Advocacy to Provider A.

Deputy Leader & Cabinet Member for Transportation

27 Dec 2019

T32.19 - Proposed Puffin Crossing - Mill End Road, High Wycombe (Decision Taken)



Recommendation

It was recommended that the Deputy Leader & Cabinet Member for Transportation approved the proposed Puffin Crossing to be established.

30 Dec 2019

T33.19 - Richings Park Parking Restrictions Review (Decision taken)

The Cabinet Member:

- a. **AUTHORISED** the Executive Director for Transport, Economy, Environment to make the Traffic Regulation Order (TRO) for the scheme outlined in this report. The TRO will have no changes to the proposed restrictions that were advertised as part of the Statutory Consultation process.
- b. **AGREED** that responders to the Statutory Consultation be informed of the Deputy Leader and Cabinet Member for Transportation Decision

For further information please contact: Rachel Bennett on 01296 382343

Select Committee Combined Work Programme

About our Select Committees

This work programme sets out all formal meetings of the Council's Select Committees.

The purpose of Select Committees is to carry out the Council's overview and scrutiny function. Their role is to support public accountability and improve outcomes for residents through scrutinising the work of decision-makers.

Select Committees can carry out this function either through an in-depth Inquiry or one-off item at Committee meetings.

A scrutiny Inquiry is an investigation on a topic that will lead to a report and evidence-based recommendations for change to decision-makers. The key difference between one-off committee items that are not part of an inquiry and scrutiny inquiries is that Select Committees normally only make recommendations to Cabinet as a result of an in-depth Inquiry.

Evidence for scrutiny Inquiries may be gathered in different ways depending on the topic, this includes taking evidence at formal Select Committee meetings and/or informal meetings, visits or external research. Prior to any work commencing the Select Committee will agree an Inquiry scoping document which will outline the terms of reference, the methodology and inquiry timeline.

For more details about Select Committee Inquiries and guidance please see <http://www.bucksc.gov.uk/services/council-and-democracy/scrutiny/>

[Finance, Performance & Resources Select Committee*](#)

[Children's Select Committee](#)

[Health & Adult Social Care Select Committee](#)

[Transport, Environment & Communities Select Committee*](#)

*this committee has had its last meeting

Finance, Performance & Resources Select Committee*

Children's Select Committee

24 Jan 2020	BSCB annual report	For the Committee to receive an update from the Buckinghamshire Safeguarding Children Board	Julie Davies, Head of Children's Quality Standards & Performance	
24 Jan 2020	Early Help 6 month Update	For the Committee to receive an update about Early Help Services, 6 months after implementation	Gareth Morgan, Head of Early Help	
24 Jan 2020	Improvement Plan update	For the Select Committee to receive an update about the actions and outcomes of the improvement plan	Tolis Vouyioukas, Executive Director Children's Services	
24 Jan 2020	Retrospective of 2018-19	An opportunity for Members to consider the work the Committee has undertaken over the last few years and how this has contributed to driving improvement. The Committee will also be able to highlight specific issues that the new Unitary Council might want to review going forwards.	Liz Wheaton, Committee and Governance Adviser	

Health and Adult Social Care Select Committee

7 Feb 2020	Adult Social Care transformation programme	For Members to review and evaluate the progress of the Adult Social Care transformation programme.	Clare Capjon, BU Improvement Manager, Lucy Spencer, Lead Transformation Officer	Lin Hazell, Cabinet Member for Health & Wellbeing Gill Quinton, Executive Director, Communities, Health and Adult Social Care
7 Feb 2020	Buckinghamshire Clinical Commissioning Group	For Members to hear from representatives from the CCG about their key priorities and challenges over the coming year. The item will also review the progress with the introduction of Primary Care Networks.	Liz Wheaton, Committee and Governance Adviser	Lou Patten, Chief Accountable Officer, Buckinghamshire Clinical Commissioning Group
7 Feb 2020	Buckinghamshire Healthcare NHS Trust	For Members to receive an update on the plans for Chartridge Ward, Amersham Hospital following the temporary closure of the ward. Members will also hear about the key priorities and challenges facing the Trust over the coming year.	Liz Wheaton, Committee and Governance Adviser	Neil Macdonald, Chief Executive, Buckinghamshire Healthcare NHS Trust
7 Feb 2020	Buckinghamshire, Oxfordshire and Berkshire West ICS	To be developed	Liz Wheaton, Committee and Governance Adviser	TBC

7 Feb 2020	HASC Select Committee - A Retrospective	An opportunity for Members to consider the work the Committee has undertaken over the last few years and how this has contributed to driving improvement. The Committee will also be able to highlight specific issues that the new Unitary Council might want to review going forwards.	Liz Wheaton, Committee and Governance Adviser	Committee Members
7 Feb 2020	Public Health	To be developed	Liz Wheaton, Committee and Governance Adviser	Jane O'Grady, Director of Public Health

Transport, Environment & Communities Select Committee*

Buckinghamshire County Council

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Report to Cabinet

Title:	Adult Social Care Update
Date:	13 January 2020
Author:	Cabinet Member for Health and Wellbeing
Contact officer:	Gill Quinton
Local members affected:	All
Portfolio areas affected:	Health and Wellbeing

For press enquiries concerning this report, please contact the media office on 01296 382444

Summary

The purpose of this report is to provide Cabinet with an update of the national and local issues relating to adult social care in Buckinghamshire, covering December 2018 – June 2019.

Recommendation:

Cabinet is asked to note the latest developments in relation to adult social care both locally and nationally.

Adult Social Care Update

1. The National Picture

1.1. Funding for Adult Social Care

Over the past six months stakeholders from across the health and social care system, including the voluntary and community sector, have continued to lobby for a solution to sustainable funding for adult social care. This includes the Association of Directors of Adult Social Services (ADASS) which is pressing for certainty and sustainability, including clarity around the future of the Better Care Fund. The government has promised fundamental reforms and has indicated that proposals will be published in a White Paper, although the publication timeframe has not been announced.

Sustainable funding for adult social care continues to be discussed at a national level in relation to both local authority service delivery and the impact on the

realisation of the NHS Long Term Plan. In August, Buckinghamshire County Council took the opportunity to raise its concerns by making a written submission to the Health and Care Parliamentary Select Committee Inquiry into the NHS Long Term Plan. The Committee was investigating the implications of funding areas such as social care and training on the delivery of the Plan.

In September, the Chancellor announced an additional £3.5bn funding which would in part be secured through a 2% precept, subject to consultation. Whilst welcoming additional funding, the County Council's Network (CCN) highlighted the significant gap that would remain for local authorities.

1.2. National Workforce Challenges

The availability of the care workforce remains an issue nationally and recruitment and retention locally and regionally is challenging. The Skills for Care report 'The State of Adult Social Care Sector and Workforce 2019' estimates that turnover within the sector is approx. 30% and that nationally 7.8% of roles are vacant.

Amid concerns about the implications of a withdrawal from the European Union, the report states that 84% of the care workforce is from the UK, with 8% from the EU. Locally the workforce does not appear to be being significantly affected by the political landscape, but this is being monitored as part of the Brexit preparations.

2. **Buckinghamshire Health and Social Care System**

2.1. Local response to NHS Long Term Plan

The Integrated Care System has developed its response to the national NHS Long Term Plan. The Buckinghamshire, Oxfordshire and Berkshire West (BOB) five year plan describes how all organisations within the system will work together to:

- Increase out of hospital care
- Reduce pressure on hospital services
- Give people more control over their health and more personalised care when they need it
- Provide digitally enabled primary and outpatient care
- Improve the health of Buckinghamshire's communities

The County Council was involved in the development of the plan through Integrated Care System workstreams and the Health and Wellbeing Board and the Health and Social Care Select Committee provided input into the consultation.

2.2. Integrated Care System Development

In autumn 2019, the BOB Integrated Care System consulted with stakeholders on the future arrangements for the system. The consultation finished on 1 December and sought the views of stakeholders on the management arrangements, the role of the underpinning Integrated Care Partnerships and the creation of a single Clinical Commissioning Group for the BOB Integrated Care System.

Following consideration by Members, the Council submitted a response to these proposals which highlighted the effective Integrated Commissioning arrangements at the Buckinghamshire level and the need for agreement to continued development of these arrangements before approving ICS plans.

2.3. Integrated Commissioning for Buckinghamshire

Buckinghamshire has a history of effective joint working between Buckinghamshire County Council and the NHS. In March 2017 system partners identified a framework of opportunities to develop this further. This included the creation of an Integrated Commissioning service within the County Council which now provides commissioning in some areas on behalf of the Buckinghamshire Clinical Commissioning Group (CCG). The service currently works within a budget of just over £190m, nearly £23m of which is CCG spend.

The local system is currently considering proposals to build on the strong joint working base and expand the CCG spend that is managed through Integrated Commissioning. The proposals would enable much greater development of cross-cutting health and social care initiatives – for example through revision of community provision to support the operation of the new Primary Care Networks (PCNs) – as well as ensuring more efficient processes are in place and closer to the delivery of care.

2.4. Better Care Fund

The Better Care Fund (BCF) provides a framework for funding to be directed at system pressures and to develop more a more integrated system. In Buckinghamshire the BCF is overseen by the Health and Wellbeing Board and the plan for spend is aligned to the priorities in the Health and Wellbeing Strategy.

In July the Better Care Fund total amount for 2019/20 was published at £38.5m. The fund included four elements:

- *Minimum CCG contribution*: totalling approx. £30m, with just over £10m mandated for adult social care (a 5.8% increase on 2018/19)
- *Improved Better Care Fund (iBCF)*: in its final year of allocation, the system has been allocated £3.2m (a 11.8% decrease from 2018/19)
- *Disabled Facilities Grant*: £3.5m passported directly to District Councils (a 7.9% increase on 2018/19), and
- *Winter Pressures Grant*: approx. £1.7m at the same level as 2018/19.

In September, the Health and Wellbeing Board approved the plan for 2019/20 which set out how partners wished to allocate the Better Care Fund. The allocations for 2019/20 included: funds for services to enable discharge from hospital out of hours and at weekends; voluntary care sector services to support individuals to return home from hospital; and the memory support service to support those in the community living with or caring for people with dementia.

Nationally the Better Care Fund is currently under review with new arrangements due to be in place from 1 April 2020.

2.5. Winter Preparations

The local Integrated Care Partnership for Buckinghamshire has developed and published its Winter Plan for 2019/20. The plan builds on lessons from the previous season and collates and integrates the winter preparations from all partners. Mechanisms to deal with periods of high demand are identified and the plan also reports new developments such as co-location of health and social care teams to improve service delivery.

3. **Adult Social Care**

3.1. Better Lives Strategy: Living Independently

3.1.1. *Carers Strategy*

The Council recognises, values and wishes to support every carer in Buckinghamshire. The current 3-year Carers Strategy runs until 2019 so engagement and joint work has been completed with key stakeholders including carers to agree what the priorities and areas of focus should be for the next 3 years. This also recognises the identified Department of Health and Social Care focus on:

- Services and systems that work for carers
- Employment and financial wellbeing
- Supporting young carers
- Recognising and supporting carers in the wider community and society
- Building research and evidence to improve outcomes for carers

The Strategy is now being taken through governance groups for approval.

3.1.2. *Care Advice Bucks Website*

A new website has been launched to better help people looking for advice around care and support for adults. The Care Advice Bucks website (www.careadvicebuckinghamshire.org) provides a wide range of information and signposting in a clear, life-event style to make it simple for people to find the advice and support they need at the right time.

3.2. Better Lives Strategy: Regaining Independence

3.2.1. *Crisis Support Service*

The first phase of the new Crisis Support service was fully implemented in October. The new service brought together the Council's reablement and occupational therapy teams with the Buckinghamshire Hospitals Trust's rapid response and intermediate care services under joint management. The new service aims to streamline assessment pathways and reduce demand bottlenecks across frontline services.

3.2.2. *Integrated Hospital Discharge Service*

The new Integrated Hospital Discharge service has been agreed and will be implemented at the beginning of December 2019. The service brings together all staff in the system who are integral to a streamlined and effective transfer of care planning process for patients and their carers. The change creates a single hospital discharge service for the residents of Buckinghamshire and covers Bucks Hospitals Trust (BHT), Frimley and out-of-county hospital discharges. The single service builds on improvements made by the County Council and BHT over the past 12 months.

3.3. Better Lives Strategy: Living with Support

3.3.1. *Short Breaks Residential Service*

Following consultation with families and work by Councillors on a Select Committee Task and Finish Group, in September the Cabinet approved a £3.5m investment for a new purpose-built facility for a modern residential short breaks service. The service will be based in Aylesbury and will provide high quality short breaks for

people with a learning disability, physical or sensory disability or autism. The service will be fully integrated across health and social care.

3.3.2. *Thrift Farm*

Thrift Farm has been supporting adults with learning difficulties for over 40 years and provides day opportunities and supported employment for over 75 people. On 9th September Cabinet agreed to transfer the operation at Thrift Farm to a joint venture between Kids Play Childcare and Mead Open Farm. The new company will use their combined expertise and experience to create a sustainable future for the Farm.

3.3.3. *Learning Disability Transformation*

This year, some focused analysis was undertaken this year on the needs of people with a learning disability in Buckinghamshire and the support they were accessing. The data showed the number of people a learning disability was increasing and it is projected that by 2030 the number of people with a moderate or severe learning disability will increase at a faster rate in Buckinghamshire than in England as a whole. The numbers of working age adults with moderate or severe learning disability is expected to increase by 8%, compared to 4% in England.

Work is taking place to develop a strategy and an implementation plan to make sure individuals and their carers can get the right kind of support to lead healthy active lives in their own communities.

3.3.4. *Care market*

The care market remains fragile and nationally some providers such as Four Seasons Healthcare, have struggled to achieve sustainability. Locally commissioners continue to work strategically with providers, including our key provider, Fremantle Trust, to help develop resilience as well improve the quality of their care. In the last period, there were no unplanned exits from the market by providers in Buckinghamshire however commissioners are working together with the Care Quality Commission to actively monitor and support improvement plans with certain organisations. In addition, to ensure the Council is prepared for any unforeseen event, a revised Provider Failure Procedure has recently been implemented.

4. **Safeguarding**

4.1. Safeguarding Adults Board

Mr Francis Habgood, former Chief Constable of Thames Valley Police, became Chair of the Buckinghamshire Safeguarding Adults Board in August. The Board, a requirement of the 2014 Care Act, has the responsibility of co-ordinating local work to safeguard adults who need care and support. As independent chair, Mr Habgood will be accountable for the effective working of the Board.

4.2. Peer Review of Safeguarding

An internal peer review of safeguarding adults arrangements in adult social care and Oxford Health Foundation Trust was held between September and November 2019.

The review team was led by Julie Murray for the County Council and David Glover-Wright for Oxford Health Foundation Trust. The focus for the review was on the following four themes:

1. Outcomes for and the experience of people who use services
2. Leadership, Strategy and Working Together
3. Commissioning. Service Delivery and Effective Practice
4. Performance and Resource Management.

More than 50 questionnaires were completed by operational staff and 70 audits of safeguarding concerns and enquiries undertaken. Workshops were held across the county for operational staff to give their views about current process and procedures. A report and recommendations will be made in late November.

5. Practice Quality

5.1. Strategic Workforce Plan

A new three-year Strategic Workforce Plan outlines how organisation will develop its adult social care workforce to deliver the Better Lives Strategy. The Plan sets out the programme for delivering on five themes:

- *Culture change*: developing a culture which embraces co-production, integrated working, positive partnership and smart working
- *Personal and practice development*: a workforce that is highly capable, with the right knowledge, skills and behaviours to deliver better outcomes for service users
- *Personal and professional leadership*: a workforce that is supported by effective leaders who enhance performance, support and motivate their staff and role model the right behaviours
- *Recruitment*: developing the Council as an employer of choice in the health and social care sector, offering rewarding careers and a competitive employment package
- *Retention and engagement*: retaining a skilled and highly engaged workforce that knows it is valued and whose wellbeing is promoted.

Achievement of the Strategic Workforce Plan will be overseen by the Quality Practice Board chaired by Ian McBeath of Hertfordshire County Council.

5.2. Improving practice

As part of the Adult Social Care Quality Assurance Framework, an auditing process has recently been implemented. All adult social care operations managers are now auditing a random selection of case records on a monthly basis. The audits are moderated and the results fed back to managers. Any practice improvements identified are scheduled into learning sessions for managers and staff to ensure practice is improved.

5.3. iCares (adult social care case management and finance system)

Following the award of the client management system contract to LiquidLogic, a number of supplier workshops have been held to agree the system configuration. The iCares programme team and key stakeholders have attended training sessions and the first phase of system build is underway.

The move to a new supplier provides the opportunity to revisit adult social care processes. Over twenty workshops have been held with key staff to identify potential improvements and feedback gathered in these workshops has led to the identification of over 100 potential opportunities to improve adult social care

processes.

6. Budget

- 6.1. At this stage of the current financial year there is a projected forecast overspend of £2.1m on a gross budget of £182.8m (1.15%). This is due to increased demand, partly down to increased numbers of clients, partly due to increased complexity of the needs of client, and partly due to price pressures. Reasons for the increase in complexity and volume are due in part to people living longer with support than in previous years and an increase in the number of service users moving to social care after exhausting their own funds.
- 6.2. The Adult Social Care Transformation efficiencies target of £3.591m is currently forecast to be met. There are challenges in two specific projects, namely Reablement and Mental Health, but this is compensated for by a number of other projects being expected to over deliver, notably around reviews of existing care arrangements. To help mitigate the budget pressures a further budget recovery plan is being put in place. Although some of these actions will only lead to one-off savings, there are expected to be some modest permanent savings arising out of these actions. This recovery plan is expected to give in year savings of up to £2.4m. It includes using corporate contingency to fund the one off additional costs incurred at Seeley's, achievement of underspends across the Business Unit that are not direct client expenditure, and the holding of some staffing vacancies. There are also some actions to help manage demand in the short term.
- 6.3. The demand pressures are such that additional money for social care is being requested for the 2020/21 budget, with a potential funding source being the 2% adult social care precept permission that has been given by the Government in the latest spending round.
- 6.4. The vast majority of the adult social care budget is spent on providing packages of care to service users:

• Direct Payments	£19.6m
• Domiciliary Care	£14.8m
• Nursing Placements	£27.1m
• Residential Placements	£52.8m
• Supported Living	£22.8m
• Supported Accommodation	£0.6m
• Social Isolation	£0.8m
• Transport	£2.0m

Your questions and views

If you have any questions about the matters contained in this paper, please get in touch with the Contact Officer whose telephone number is given at the head of the paper.

If you have any views on this paper that you would like the Cabinet Member to consider, please inform the Democratic Services Team by 5.00pm on Friday 10 January 2020. This can be done by telephone (to 01296 382343), or e-mail to democracy@buckscc.gov.uk

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Report to Cabinet

Title:	Children's Services Update
Date:	Monday 13 January 2020
Author:	Cabinet Member for Children's Services Cabinet Member for Education & Skills
Contact officer:	Tolis Vouyioukas – 01296 382603
Local members affected:	All
Portfolio areas affected:	Children's Services and Education & Skills

For press enquiries concerning this report, please contact the media office on 01296 382444

Summary

The purpose of this report is to provide Cabinet with a summary of both the national and local developments across Children's Services. In addition, this report includes (a) an overview of the key activities within the service during the last 6 months, and (b) the findings from the most recent Ofsted monitoring visit.

Recommendation

Cabinet is asked to note (a) the national and local developments across Children's Services, and (b) the programme of work taking place to further improve Children's Services in Buckinghamshire.

National context

1. The following section gives an overview of the key national developments in Children's Services.

Funding of Local Authorities' Children's Services

2. In May 2019, the Housing, Communities and Local Government Select Committee published their [report](#) on the funding of local authorities' children's services. Local authorities in England deliver a range of statutory and non-statutory services for children at an annual cost of around £9 billion. The inquiry sought to find out whether the funding for this vital aspect of a local authorities' remit is sufficient to enable councils to fulfil their statutory duties, deliver non-statutory duties and secure the long-term sustainability of children's services.
3. The report found that current funding was insufficient for councils to deliver its duties and states "we heard about a system at breaking point, increasingly reliant on the goodwill of social care professionals; the children supported by or in the care of councils are some of the most vulnerable in society and deserve better."

4. The report recommends both changes to central government funding and systematic changes (e.g. improving commissioning and procurement). One of the most salient recommendations for Buckinghamshire is “that the Government should fund the creation and implementation of a national recruitment strategy to encourage people into the sector. As part of this work, the Government should consider whether additional recruitment incentives or support are required, particularly to attract staff to local authorities with poor Ofsted ratings.” This is a particular challenge that we are experiencing locally and as a result, we have seen our agency rate increase from 20% to 30% over the last 18 months.

Early Help Resource Pack

5. In May 2019, The Local Government Association (LGA) published a [resource pack](#) on early help services. Early help covers a broad range of vital services and support that are brought in before any formal interventions to help children, young people and families achieve good outcomes. The pack itself is designed to help councillors and policy makers better understand their own local offer and how they can look at the role of evidence in developing and improving early help services for children and families.
6. It is recommended that elected members would benefit from reading this resource pack.

Tackling child exploitation support programme

7. Also in May 2019, the Education Secretary launched a new [programme](#) to provide children most at risk of being targeted by gangs or violent crime with better support from specialists across education, health, social care, police and the voluntary sector. The new ‘Tackling Child Exploitation Support Programme’ is designed to improve how different local areas respond to child exploitation. It will help equip professionals involved in the protection of young people to identify those most at risk from dangers in their communities and online.
8. Exploitation can take a variety of forms, and often there is a link between the threats vulnerable young people are exposed to. The National Crime Agency (NCA) found that in 2017 more than a third (35 per cent) of police forces reported evidence of child sexual exploitation in relation to so-called ‘county lines’ activity, a practice used by criminals of using children and young people to traffic drugs from one region to another, often in rural areas.
9. Every council in England will be able to apply for bespoke support from the scheme to tackle specific threats in their area, bringing social workers, police forces, schools, health services and charities together to improve how they respond to cases of exploitation, and learn from what works. The next round of applications opens in March 2020 and this is something that the service is considering.

New measures to support disadvantaged children in schools

10. In June 2019, the Education Secretary [announced](#) changes to the schools admission code so that the most vulnerable children, such as those fleeing domestic abuse, can access a school place more quickly. Schools will also receive guidance on how to use Pupil Premium most effectively, with evidence from the Education Endowment Foundation (EEF) showing the success of particular methods in improving educational outcomes. At this stage, it is not clear when these changes will be introduced.
11. New analysis shows the extent of disadvantage, with every classroom having three children who have come into contact with a social worker and 1.6 million children needing a social worker at some point in the last three years. These children suffer further as they often miss out on education, being three times more likely to be persistently absent from

school and four times more likely to be permanently excluded. The changing nature of disadvantage has been outlined and a package of measures to support the most vulnerable in society, including new research on how to tackle persistent absence from school and exploring the expansion of advocates within education so that all children in need of a social worker, and not just those in care, are given the support they need.

Financial pressures and child protection

12. Yvette Stanley, the Ofsted National Director for Social Care published an [article](#) in June 2019, on the impact of financial pressures on the child protection system in England and how local authorities are coping with budget reductions. The article covers the importance of early intervention and the contextual challenges that local authorities face. In addition, the article states that “for social care practice to be successful, and for more children to remain or return safely with their families, all local partners must continue to work together to tackle these contextual factors. This is just as vital as responding effectively to every child and family’s specific needs. We are seeing good progress on the latter in many LAs. The former will no doubt be a priority across the new safeguarding partnerships”.

Children’s homes workforce

13. Also in June 2019, The Department for Education (DfE) published a [consultation](#) seeking views on professional registration and regulation of the children’s homes workforce. This Call for Evidence was launched in response to a recommendation made by the Independent Inquiry into Child Sexual Abuse (IICSA), in its Interim Report published in April 2018, that the Government should introduce professional registration requirements for those working in care roles in children’s homes. Specifically, the recommendations were that:
 - Introduce arrangements for the registration of staff working in care roles in children’s homes;
 - Registration should be with an independent body charged with setting and maintaining standards of training, conduct, and continuing professional development, and with the power to enforce these through fitness to practise procedures; and
 - Recognising that registration may require a period of phasing in, priority should be given to professional registration of children’s home managers.
14. The consultation closed on 27 August 2019 and we are waiting for the findings to be published. The service is supportive of these recommendations.

Buckinghamshire College Group announced as T Level provider

15. T Levels are new courses coming into effect from September 2020, which will follow GCSEs and will be equivalent to 3 A Levels. These 2-year courses have been developed in collaboration with employers and businesses so that the content meets the needs of industry and prepares students for work. T Levels will offer students a mixture of classroom learning and ‘on-the-job’ experience during an industry placement of at least 315 hours (approximately 45 days). They will provide the knowledge and experience needed to open the door into skilled employment, further study or a higher apprenticeship. Buckinghamshire College Group has been selected by the government to deliver T levels from the 201/22 academic year.

Relationships education, relationships and sex education (RSE) and health education

16. Towards the end of June 2019, the DfE [published](#) a new curriculum which will be mandatory from September 2020. All of this content should support the wider work of schools in helping to foster pupil wellbeing and develop resilience and character that we know are fundamental to pupils being happy, successful and productive members of society. Central to this, is pupils' ability to believe that they can achieve goals, both academic and personal; to stick to tasks that will help them achieve those goals, even when the reward may be distant or uncertain; and to recover from knocks and challenging periods in their lives. The service will work with schools to implement these changes successfully.

National mental health programme between schools and NHS

17. In July 2019, the DfE [announced](#) that pupils struggling with mental health are to benefit from more joined up care and support across schools, colleges and specialist NHS services, in a national roll out of a £9.3 million training scheme. Every school, college and alternative provision will be offered training through a series of workshops as part of the Link Programme, with the most appropriate member of staff from each put forward to take part alongside mental health specialists. This is designed to improve partnerships with professional NHS mental health services, raise awareness of mental health concerns and improve referrals to specialist help when needed.
18. At the beginning of September 2019, the training was rolled out to schools and colleges in phases over four years, being offered to up to 22,000 schools and colleges, including alternative provision settings. The four-year scheme will be led by the Anna Freud National Centre for Children and Families, backed by the multi-million-pound government investment.
19. In Buckinghamshire, 32 primary and secondary schools are currently enrolled on Wave One of the programme, which is focused in Aylesbury and High Wycombe as key areas of identified need. A bid has been put in for further Waves which will include schools in other areas of the county. The scheme has a waiting time of only 4 weeks and aims to reduce CAMHS waiting times by tackling mental health issues early, allowing CAMHS to deliver more focused work for young people with a greater level of need. The project will develop training to ensure that each school will have a trained mental health lead who will be able to refer children to mental health specialists, as appropriate.

Preventing offending and re-offending by children

20. In August 2019, Public Health England [published](#) new guidance to help local partnerships work together to support vulnerable children and young people and stop them offending and re-offending. This resource outlines how health, education, social care, criminal justice, voluntary sector services and others can work together to stop children and young people offending.
21. Collaborative approaches to preventing offending and re-offending by children (CAPRICORN) sets out a framework to help local authorities prevent young people offending and re-offending. Children and young people in contact with the youth justice system have been shown to have poorer health outcomes than children in the general population. Almost all of the causes of childhood offending lie outside of the direct influence of the youth justice system. Therefore, it is crucial that health, education, social care, law enforcement and other services form a collaborative approach to preventing offending and reoffending behaviour in children by addressing health and social determinants of offending and reoffending behaviour. Importantly, if there is to be a direct impact on practice and implementation then a local, place-based approach is essential for success.

22. The service welcomes this guidance and has used some of the recommendations to strengthen our work with the children and young people of Buckinghamshire in an attempt to reduce the number that enter the youth justice system. A key part of this work has included the development of a shared vision and co-ordinated approach across the partnership.

New measures to support disadvantaged children in schools

23. In June 2019, The DfE [announced](#) new measures to continue raising standards in schools, including lifting the exemption on 'Outstanding' school inspections and more support for struggling schools. Since 2012, schools rated 'Outstanding' by Ofsted have been exempt from routine inspection, freeing them up to continue to focus on providing an excellent education for pupils without unnecessary intervention. Some 'Outstanding' schools have not been inspected for a decade and this programme will ensure that parents have up to date information about the quality of education their children are receiving, and that standards remain high. The DfE will consult on how best to do this, and subject to parliamentary approval, bring these schools back into a regular inspection cycle. In addition, the DfE will also work with Ofsted to ensure all reports also include a rating for financial management and oversight within the school in order to ensure best practice is shared across the sector.

24. Buckinghamshire welcomes the new measures to support increasing standards in schools. The move away from an exemption for 'Outstanding' schools is a practical and pragmatic decision which recognises that inspection regimes have changed significantly in the last ten years and schools deserve to be judged on the current framework. We have many great schools across the county and they deserve the validation that the new framework will bring to them. The Side by Side model of school improvement within Buckinghamshire strives to ensure that schools learn from each other with regard to their standards. As such, we see great value in academies being offered the chance to work in a similar way to share good practice and support schools that face barriers to success. Where schools have continued to face significant challenge to perform over a number of years it is right to look at the support that they are receiving and to ensure that they have the best chance to succeed. In Buckinghamshire, there are currently 56 schools that are judged to be 'outstanding', of which 17 have not been inspected in the last 10 years.

Consultation on changing the dedicated schools grant

25. In October 2019, the DfE [launched](#) a consultation on changing the conditions and regulations applying to the dedicated schools grant (DSG), to clarify that it is a ring-fenced specific grant, separate from the general funding of local authorities. It also clarifies that local authorities are expected to carry forward any deficits they may have on their DSG accounts, and the deficit does not have to be covered by their general reserves. The government will then make a decision on the proposed changes, in time to inform the setting of local authorities' budgets for the 2020 to 2021 financial year. The service, along with finance colleagues have responded to the consult and we will await the DfE's response.

Early Years Foundation Stage Reforms

26. Also in October 2019, the DfE [launched](#) a further consultation seeking views on proposed changes to the statutory framework for the early years foundation stage. The aim of this consultation is to seek views from interested parties on proposed changes to the statutory framework for the early years foundation stage. This consultation seeks views on:

- Proposed revisions to the educational programmes;

- Proposed revisions to the early learning goals;
- Proposed changes to the assessment and moderation process for the early years foundation stage profile;
- A proposed change to the safeguarding and welfare requirements to promote good oral health.

27. The service is currently in the process of preparing a response, prior to submission before the 31 January 2020 deadline.

Exploring moving to home education in secondary schools: research summary

28. Ofsted has recently released a [report](#) that states “special educational needs, medical, behavioural or other well-being needs were the main reasons behind such a move for parents and their children.” Parents, local authorities and schools told Ofsted that, often, there was little or no communication about the decision between parties before the child moved, and alternative options or consideration of what was the best outcome for the child were not always discussed. Ofsted also found that, in some cases, the process of making the move can take less than a day. In the absence of a national framework for support, schools and local authorities have different approaches to providing support to parents.

29. Ofsted’s report makes several recommendations for government, schools and local authorities, aimed at supporting the interests of children who may be moving from secondary school to home education, including:

- The DfE should consider the extent to which current legislation and guidance considers children’s views during decisions to home-educate.
- Schools and local authorities should develop clear processes for working together once they know a parent’s intention to home-educate.
- Local authorities and schools should be aware that when a school writes a letter to remove a child to home education on behalf of a parent, this may be evidence of off-rolling.
- After a move to home education is made, it would be good practice for schools to provide parents with children’s previous classwork.

30. In Buckinghamshire, 647 children are recorded as being electively home educated, a 19% increase in the last year, which is in line and reflects regional and national trends. To support our oversight in this area, the service continues to remind schools of their responsibilities to report children missing education and regular training is delivered to support schools in monitoring irregular attendance. In addition, an officer will visit every family who chooses to home educate their child within four weeks of being notified.

Local context

31. The following section focuses on the current issues and key priorities across Children’s Services.

Ofsted Monitoring Activity

32. On 16 and 17 October 2019, Ofsted conducted their fourth monitoring visit since the local authority was judged inadequate in January 2018. The monitoring visit reviewed the progress the local authority has made in respect of the arrangements for supporting children in care, including:

- The understanding and application of thresholds for children in care.

- The quality of planning, oversight and review of children in care, including those that have returned to the care of their parents.
- The quality and timeliness of direct work with and for children, including life story work.
- The quality and timeliness of supervision, management oversight and decision making, social work capacity and caseloads.

33. A range of evidence was considered for the visit, including electronic case records, discussions with social workers and their managers, and reviewing supporting documentation. In addition, the Cabinet Member for Children's Services was interviewed and inspectors also meet with young people in care to gain their views and experience.

34. As reported previously, the service is experiencing significant difficulties in recruiting high quality, experienced social workers and managers, which is hindering the progress we are making. Whilst this was recognised by Ofsted and featured in the letter, the findings were critical of the quality of practice and inspectors reported "that progress is less evident in respect of services for children in care than it is in other parts of children's services seen during previous monitoring visits." The report did also highlight that the leadership team has an accurate understanding of what needs to be done, and that our improvement activity is appropriately targeted.

Peer review

35. Buckinghamshire is part of the South East Sector Led Improvement Programme (SESLIP), which is a membership group of all single/upper-tier local authorities in the South East that aims to:

- Improve outcomes for children and young people across the South East.
- Establish a culture of honest and constructive dialogue and challenge within and between authorities.
- Demonstrate the capacity and capability of the sector to achieve a coherent and consistent self-improving system.

36. As part of the programme, local authorities routinely take part in a range of improvement activities and on 15 November 2019, the service's senior leadership team participated in the peer challenge process, with West Berkshire and Brighton and Hove, facilitated by a member of the SESLIP team. Feedback on the service included:

- (a) Strong leadership team that knows the service well
- (b) Clear priorities and focus in order to improve the service.
- (c) Progress evident since the last peer review in February 2019.

37. The service was very pleased with this feedback and will continue to utilise the learning from the sector led programme of support to assist the improvement journey in Buckinghamshire.

School Inspections

38. In the 6 months between 1 April 2019 and 30 September 2019, 21 schools in Buckinghamshire have been inspected by Ofsted. The majority of the inspections were in the primary sector (95%), with one inspection of a special school. The grades of the 21 published inspections are as follows:

	Primary	Special
Outstanding	1	-
Good	18	1
Requires Improvement	1	-
Inadequate	-	-
Total	20	1

39. At the end of September 2019, the overall picture within Buckinghamshire was that 90% of pupils attend a 'Good' or 'Outstanding' school, compared to 85% nationally. This is a slight increase on the same period last year, when 89% of pupils in Buckinghamshire attended a 'Good' or 'Outstanding' school. As reported previously, the Ofsted Inspection framework has changed and as a result, we are anticipating a potential reduction in the number of 'Outstanding' inspection outcomes awarded this academic year.

Academic results

40. Data released by the Department for Education in October 2019 shows that 5 year olds leaving their Reception year at primary school achieved better than pupils across the rest of the country. 74.3% of our pupils achieve a good level of development, compared to 71.8% nationally. We are ranked 8th against our south east neighbours and 34th compared to all local authorities nationally.

41. The recently released provisional Key Stage 2 results for 2019 show that 66% of our pupils reached the expected standard in reading, writing and mathematics compared to 65% nationally. Our results are the same as reported in 2018 whilst national results for state funded schools increased by 1%. When compared to statistical neighbours and all local authorities nationally, Buckinghamshire ranks 6th and 51st respectively. In addition, 12% of Buckinghamshire pupils reached the higher standard or were working at greater depth across all of reading, writing and mathematics. This is an increase of 1% from 2018. Nationally, 10% of pupils achieved this benchmark, which is the same as in 2018.

42. Key Stage 4 (GCSE) outcomes are significantly higher than national and we are, by quite a wide margin, 1st amongst our statistical neighbours and 5th nationally. The long term trend shows a gradual increase of pupils in Buckinghamshire against a decline nationally.

43. Overall, our results are very pleasing and we will strive to improve these further by supporting schools through our Side by Side Project.

Side by Side Project

44. Side by Side is the Buckinghamshire model for a local school improvement system. The strategy builds on the established, strong relationships across Buckinghamshire and enables all schools across the county, regardless of type, size or status, to work collaboratively to support county wide school improvement. It recognises that it is this wider system that will deliver improvements and as such harnesses and utilises the experience, strengths and knowledge within our schools, with school leaders and practitioners. The Local Authority's role is one of a facilitator; identifying areas of strength

and those which require development, building expertise capacity, empowering system leaders and enabling support. The key aspects of Side by Side include:

- Working with the Local Authority, schools are empowered to identify areas of development that would support them on their continuing improvement journeys
- Schools work collaboratively to share experience and learning, through both formalised and bespoke relationships
- Where particular vulnerabilities exist, the local authority brokers support by deploying 'champions' from within the Buckinghamshire family of schools to deliver significant improvements
- Learning is shared for the benefit of all schools and settings across the county
- The Side by Side Partnership team quality assure the work delivered and identify areas for further improvement.

SEND Educational Needs and Disabilities

45. The statutory deadlines that we must adhere to as a Local Authority in relation to the issuing an Education, Health and Care Plan (EHCP) is 20 weeks. Performance in Buckinghamshire has been low for some time; however, performance in the last 6 months continues to improve.
46. Currently, caseloads are high and stand between 300 and 350 per officer. Shortly, we will be starting a campaign to recruit up to 12 additional officers which will help reduce caseloads to between 180 and 200, more in line with our statistical neighbours. This will assist the service in improving both the timeliness and quality of our EHCPs.
47. SEND Local Area Inspections, combining the efforts of the CQC and Ofsted to enable a thorough inspection of SEND across the local area. The service has a SEND Improvement Plan in place with a number of focus groups working on the key areas that have been identified as being concerning within our Self-Evaluation Framework. Buckinghamshire will be inspected at any point between now and February 2021.
48. On 7 November 2019, the service held a conference for young people with Special Educational Needs and Disabilities (SEND) at Adams Park in High Wycombe. The conference was aimed at young people with Education, Health and Care Plans (EHCPs) and those who are registered as receiving SEN Support. 28 young people attended representing 13 Buckinghamshire secondary schools and Elective Home Education. The conference provided an opportunity for young people to review the support available to them and their peers. During the day young people were asked to provide feedback on their experiences accessing education, their life outside of school and college, as well as their transition into adulthood. The activities generated discussion and some challenging questions which were put to a panel of Senior Managers from across Health, Education and Social Care. The information gained from the day will now be used to inform the development of a new 2020 SEND Strategy for Buckinghamshire. Pupils attending the conference received a certificate to show their participation and I would personally like to say thank you, for their valuable contribution. We plan to make the conference an annual event, bringing together a range of young people with varying skills and abilities to share ideas and have their voices heard.

Early Help

49. The new Family Support Service went live on 2 September 2019, on time and within budget. The new service launched following the decision by the High Court on 12 July 2019 to dismiss the Judicial Review brought against the Cabinet decision made in March 2019.

50. All areas of work have progressed appropriately to enable a smooth implementation. This include the TUPE transfer of contracted staff from Adviza and Children's Centre providers into the new service and the subsequent recruitment and selection process to the new structure. In addition, all 16 retained Family Centre sites have all been inspected by property colleagues and meet the council's statutory obligations for buildings management, including routine system and safety tests. Work continues to ensure that our online presence supports our statutory functions, such as childcare provision and the Local Offer as well as providing accurate, accessible and relevant content to users seeking to access self-help tools and pathways to community and formal support. A robust performance framework has been developed in conjunction with the Business Intelligence and Insight Team to ensure that the service is delivering the expected outcome.
51. Currently, the Family Support Service is supporting over 800 young people through its direct work with families and the addition of the Intensive Family Support Team provides a resource focused on families at greatest risk of statutory intervention.

Sufficiency of places for looked after children

52. Over the last year, the service has continued to concentrate on developing and reinforcing a strong message to the public regarding the benefits of fostering for Buckinghamshire County Council. Since April 2019, this team has delivered 11 new placement options and are currently on track to deliver over 25 placements within the year from an original target of 18. The new recruitment strategy has resulted in significant increases in enquiries about fostering with us and there were over 130 enquiries between April and October 2019, compared to 182 during the 2018/19 financial year.
53. On Friday 4 October 2019 at The Dairy, Waddesdon, we hosted our annual foster carers awards to recognise the huge commitment from our carers to the children in their care. In addition to certificates awarded to foster carers for long service and training achievements, there were also four awards for special achievements: Best Newcomer, Foster Carer of the Year, Willow Award (celebrating the courage and dedication that foster carers bring to their role each day) and the Emergency Award. Nominations for these awards were submitted and the winners were decided by a panel of judges. This year's awards went to:
- Best Newcomer: Sam Hines and Aidan O'Neil
 - Foster Carer of the Year: Rachel and Barry Porter
 - Willow Award: Denise and Michael Wiles
 - Emergency Award: Rose and Ted Farrar
54. Our fostering awards evening is just a small way of showing appreciation for all the fantastic commitment from our carers day in, day out. Without this brilliant group of carers, many children's lives just would not be the same. We are extremely proud of everything our carers do to change children's lives for the better and would like to personally thank each and every one of them. As lucky as we are to have our current group of foster carers, there are still children out there in need of a foster home close to their local community and we need more foster carers to look after them.
55. During the last 6 months, our 3 children's home have all been inspected, 2 of which were judged to be 'Good' and the other 'Requires Improvement'. This home had a new manager in July 2019 and although the inspection identified that the new manager had begun to make improvements within the home and clear progress had been made in some areas, the inspector had concerns relating to the speed of progress and continued challenges the home has faced with managing the behaviour of the young people in the

home. The service has responded swiftly and a robust action plan is in place in order to address the areas of concern.

HR & Resourcing Update

56. As a commitment to supporting mental health at work and to give people a different avenue of support to the Employee Assistance Programme 24/7 helpline, Children's Services have trained 7 Mental Health First Aiders. These First Aiders are fully trained by Bucks Mind (a Mental Health First Aid England accredited training partner) to offer initial support through non-judgemental listening and guidance. In addition, we have issued revised guidance for managers and introduced a new guide 'Mental Health at Work: A Guide for Managers' as part of a 'Wellbeing in the Workplace' section on the e-learning hub with modules including Stress Awareness, Mental Health Awareness, Suicide Prevention Awareness, Personal Resilience, and Carers Awareness. Coupled with this, wellbeing, and particularly mental health, has become a larger part of the employee induction session.
57. All team managers in Children's Services are now offered training on how to supportively and effectively manage health and attendance issues, and wider employee relations issues, through Employee Relations Workshops and HR bitesized training delivered at team management meetings.
58. Our HR support has been expanded and we now have a dedicated weekly presence at the Wycombe office through members of our Employee Relations and Resourcing teams to support managers. Feedback from the teams has been positive and this is something that will continue.
59. Within social care specifically, we are continuing to develop our long term strategy to 'grow our own' and build a substantive permanent workforce with our own home grown experienced talent. 10 newly qualified social workers have been recruited to our social work academy where they will be supported during their Assisted Supported Year in Employment (ASYE) to develop the required skill set. When trained, these workers will displace agency workers in the service, reducing agency staff numbers and improving stability. The intention is that, at month 12, permanent contracts will be issued to all ASYE who are successfully assessed.
60. Recruiting experienced qualified social workers permanently though, remains a significant challenge and we have struggled to attract candidates with new and recent advertisements not attracting any increase. Our geographical position in the south east means that workers have easy access to London and neighbouring authorities, coupled with a high cost of living and a shortage of affordable housing in the county means that recruiting professionals from outside the locality can be difficult. We are currently exploring key worker housing options as this may assist us in attracting candidates.
61. The turnover rate for Children's Social Care has increased from 25% in quarter 1 to 26.5% in quarter 2. This is higher than our organisational target of 10-14% and turnover for the Council as a whole, 16.6%. Turnover for qualified social workers remains even higher at 34.6%. This is reflective of the period of change whilst the service focuses on managing and improving performance.
62. We continue to need to rely on agency workers (31%) and this percentage has remained at this level for the past 12 months. There is an increased drive to convert good agency workers to permanent BCC contracts alongside focused activity in the service to implement a plan where agency workers are replaced with workers on fixed term or permanent contracts, wherever possible.

B. Other options available, and their pros and cons

N/A

C. Resource implications

N/A

D. Value for Money (VfM) Self Assessment

N/A

E. Legal implications

N/A

F. Property implications

N/A

G. Other implications/issues

N/A

H. Feedback from consultation, Local Area Forums and Local Member views

N/A

I. Communication issues

N/A

J. Progress Monitoring

N/A

K. Review

This report is intended to provide a six monthly update on the full range of policy developments and Service transformation activity taking place within children's Services in Buckinghamshire in response to national and local drivers.

Background Papers

Your questions and views

If you have any questions about the matters contained in this paper please get in touch with the Contact Officer whose telephone number is given at the head of the paper.

If you have any views on this paper that you would like the Cabinet Member to consider, please inform the Democratic Services Team by 5.00pm on Friday 10 January 2020. This can be done by telephone (to 01296 382343), or e-mail to democracy@buckscc.gov.uk