



Enfield's  
Schools and Children's  
Services  
Commissioning Framework  
2013-16

# **COMMISSIONING FRAMEWORK** **FOR SCHOOLS AND CHILDREN'S SERVICES**

## **Purpose**

The purpose of this document is to set out a clear set of commissioning principles that will help to shape all commissioned activity within Enfield's Schools and Children's Services.

This document will be an open and transparent document which will be shared with local partners who will be involved in the design, planning and delivery of commissioned services. Through this process it will ensure that the right services are provided to the right people at the right time and in the right place.

## **Context**

The Schools and Children's Services (SCS) Department has responsibility for the strategic planning, coordination and provision of services for children and young people. It has the functions of a Children's Service Authority – encompassing both an education authority and the statutory duties placed on local authorities to safeguard children and young people. The local authority has a duty to promote the cooperation and collaboration of the borough's partners that are working to promote better outcomes for children and young people.

## **Key customers and partners**

We work closely with other Council departments and partner agencies. These include:

- **Schools**

We work in partnership with schools to improve and raise achievement for all pupils in an environment that is changing and posing new challenges. Together we seek to encourage a learning community that shares best practice.

- **Higher/Further Education and Employers**

The provision of higher and further education has a critical role in enabling the pursuit of academic and vocational goals of young people and developing the skills and knowledge they will need to enter a changing labour market. Local employers play a growing role influencing the changing vocational curriculum and providing traineeship and apprenticeship opportunities.

- **Council Departments**

Regeneration, Leisure and Culture is responsible for the provision of libraries, museums, and sports development and leads on promoting economic development which is essential to tackling child poverty. We ensure that we have effective communication and working links with Environment Department (Community Safety, Crime and Police Liaison) in tackling youth offending and anti-social behaviour and protecting children and young people. We have strong links with Health, Housing and Adult Social Care to address the complex needs of vulnerable families. We work with Sustainable Communities and Corporate Improvement Services to ensure that their policies and actions take account of the needs of children and young people in the borough.

- **Metropolitan Police**

We work closely with the Police on issues such as safeguarding children, offender management, tackling anti-social behaviour, and engaging with young people to divert them from gang culture, crime, and serious violence.

- **Enfield Health Services**

We have good working relationships with a number of health partnerships on reducing infant mortality, increasing the take-up of childhood immunisations, and tackling childhood obesity. Our increasing role in this area is reported further on in the Plan.

- **Third Sector**

There are a significant number of voluntary and community organisations providing a wide range of services to children and young people. We support many of these as well as the main umbrella organisations representing their interests – Enfield Children and Young Persons' Services and Enfield Voluntary Action.

- **Children and young people**

We have taken the lead in establishing the Enfield Youth Parliament and facilitating its development and progress. Other important groups involved in consultation on, and development and implementation of policies, are the Area Youth Forums, Youth Engagement Panel, Children in Care Council, Schools Councils, and the Enfield Safeguarding Children Board's young people's shadow groups.

- **Parents and guardians**

We regard engagement with parents and carers as being essential in meeting our common objectives of ensuring the education, health, and well-being of children and young people. We have set up Parent Engagement Panels (PEPs) to enable the participation of parents in decision-making bodies whose policies impact on the welfare of children and young people.

## **Our role with Health**

### **Context**

The Health and Social Care Act 2012 introduced a new framework for the National Health Service (NHS), which came into effect in April 2013. Some of the key changes are:

- Clinical Commissioning Groups (CCGs) carry out local commissioning of most NHS services, having taken over this role from Primary Care Trusts (PCTs), which have been abolished. CCGs are led by groups of GP practices, but also include other medical professionals and lay members on their governing bodies. They are responsible for commissioning most health services for children.

- NHS Commissioning Board has been established as the national body overseeing the NHS and commissioning NHS services that cannot be commissioned by CCGs. Its role largely replaces that of Strategic Health Authorities, which have been abolished. It will authorise, allocate funding to and performance manage CCGs. With the CCGs it is subject to the duty under the Children Act 2004 to cooperate to promote the wellbeing of children.
- Local authorities have been given new responsibilities for promoting and protecting the health of their local areas and having regard to the need to tackle health inequalities when spending their public health grant. They are required to commission particular services such as sexual health and substance misuse services and the healthy child programme 5-19 years including school nursing. They have taken over most of the public health functions previously carried out by PCTs. This work will be led by Directors of Public Health. Some funding previously allocated to PCTs will be given to local authorities through a ring-fenced Public Health Grant, with the provision of some services made mandatory. They have a duty to arrange a health assessment for a child or young person entering care and a review every year. The engagement of children and young people in the commissioning, planning, delivery and evaluation of the services used is also their responsibility.
- Public Health England is taking over from several arms-length bodies to deliver health protection functions and provide information and intelligence to support local public health services.
- Health and Wellbeing Boards (HWBs) have been established by each local authority to bring together local partners to plan health, social care and public health services. HWBs will carry out the Joint Strategic Needs Assessment (JSNA), which will remain the key vehicle for informing commissioning according to local need. From the JSNA a joint health and wellbeing strategy will be produced by the HWB to set out priorities to guide commissioning by the local authority, CCGs and the NHS Commissioning Board.

Healthwatch will be a consumer champion for health and social care (including children's social care). Local authorities are responsible for commissioning local Healthwatch to:

- Promote and support the involvement of people in the commissioning, provision and scrutiny of local health and social care services. This includes seeking people's views on services, publishing reports and recommendations (to which commissioners and providers must have regard) and having a seat on the HWB

- Signpost people to information about local health and social care services and how to access them
- Provide people with information about what they can do when things go wrong or if they have a complaint about health services
- Local Healthwatch will be supported by Healthwatch England, through activities such as aggregating information from Healthwatch at a national level, advising national bodies and promoting access to examples of best practice in engagement.

## **Section 75**

What it is? Why is it beneficial?

Section 75 is a legal agreement between the Local Authority and the Clinical Commissioning Group which allows the Local Authority and the Clinical Commissioning Group to pool resources and jointly commission activities. This should lead to greater efficiency in the provision of services; avoid duplication of services and better monitoring of provision.

## **Joint Commissioning**

Joint commissioning is the process by which two or more commissioning agencies act together either to set priorities for resourcing jointly, and/or to align or pool resources to meet the needs of an individual or group of children. Increasingly, services from different sectors and organisations in the Children's Trust are working together to jointly deliver outcomes for children and young people, and joint commissioning plays a key part in this.

Within commissioning, procurement and contract management are core activities. Procurement is the process of purchasing a service, from initial advertising and selection of provider through to the establishment of contract documentation. Contract management is the process of ensuring the service provider delivers to agreed standards.

## Definition of Commissioning

The strategic activity of:

- Assessing current and future needs
- Defining priorities
- Making best use of available resources to meet these priorities and delivering value for money
- Monitoring and evaluating implementation and delivery, and learning from the process. Commissioning requires a clear understanding of the outcomes to be achieved and an understanding of how resources can be used most effectively to get there. The involvement of children and young people and parents/carers should be integral throughout the commissioning process.

## Commissioning cycle

Starts with needs analysis



## **Guiding Principles:**

1. The definition of commissioning
2. A common commissioning cycle to be used by all
3. Evaluation of current activity based on outcomes
4. Needs analysis based on the Department Plan priorities. These priorities will be determined via the JSNA analysis of need, the Strategic Corporate Plan and the Local Strategic Partnership's priorities and any legislative changes which are not captured in plans due to planning cycle timescales.
5. Design of commissioned activity will be:
  - pertinent to need
  - personalised to meet individual needs
  - based on building resilience
6. VFM