

NOTICE OF MEETING

**Children, Young People & Learning Overview & Scrutiny Panel
Wednesday 5 October 2011, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House, Bracknell**

To: CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW & SCRUTINY PANEL

Councillor Mrs Birch (Chairman), Councillor Ms Whitbread (Vice-Chairman), Councillors Gbadebo, Ms Hayes, Heydon, Kensall, Mrs McCracken, Sargeant and Mrs Temperton

Church Representatives (Voting in respect of Education matters only)

One Vacancy and Mr D Moss

Parent Governor Representatives (Voting in respect of Education matters only)

Ms S Cauchi and Dr P Josephs-Franks

Teachers' Representative (Non-Voting)

Miss V Richardson

Children's Social Care Representative (Non-Voting)

Ms C Mitchell

cc: Substitute Members of the Panel

Councillors Allen, Brossard, Ms Brown, Dudley and Virgo

ALISON SANDERS
Director of Corporate Services

EMERGENCY EVACUATION INSTRUCTIONS

- 1 If you hear the alarm, leave the building immediately.
- 2 Follow the green signs.
- 3 Use the stairs not the lifts.
- 4 Do not re-enter the building until told to do so.

If you require further information, please contact: Katharine Simpson
Telephone: 01344 352308
Email: katharine.simpson@bracknell-forest.gov.uk
Published: 27 September 2011



Children, Young People & Learning Overview & Scrutiny Panel
Wednesday 5 October 2011, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House,
Bracknell

AGENDA

Page No

1. **APOLOGIES FOR ABSENCE/SUBSTITUTE MEMBERS**

To receive apologies for absence and to note the attendance of any substitute members.

2. **MINUTES AND MATTERS ARISING**

To approve as a correct record the minutes of the meeting of the Children, Young People and Learning Overview and Scrutiny Panel held on 15 June 2011.

1 - 8

3. **DECLARATIONS OF INTEREST AND PARTY WHIP**

Members are asked to declare any personal or prejudicial interest and the nature of that interest, including the existence and nature of the party whip, in respect of any matter to be considered at this meeting.

4. **URGENT ITEMS OF BUSINESS**

Any other items, which pursuant to Section 100B(4)(b) of the Local Government Act 1972, the Chairman decides are urgent.

5. **BRACKNELL FOREST YOUTH COUNCIL'S DOMESTIC VIOLENCE DVD**

To view the above DVD in respect of domestic violence.

6. **CORPORATE PARENTING ADVISORY PANEL**

To note the minutes of the training session and meeting of the above Advisory Panel held on 8 June 2011 and 6 July 2011.

9 - 16

PERFORMANCE MONITORING

7. **ANNUAL REPORT 2010/11 OF THE LOCAL SAFEGUARDING CHILDREN BOARD**

To consider the attached summary of the 2010/11 Annual Report of the Local Safeguarding Children Board (LSCB). The Independent Chair of the Board and the LSCB Business Manager will present the report and answer any related questions.

17 - 28

8. **ANNUAL REPORT ON SCHOOL AND CHILDREN'S CENTRE INSPECTIONS 2010-2011**
 To note the outcomes of the inspections of Bracknell Forest schools carried out by the Office for Standards in Education, Children's Services and Skills (OFSTED) during the 2010-2011 academic year. 29 - 34
9. **PERFORMANCE MONITORING REPORT**
 To consider the latest trends, priorities and pressures in terms of departmental performance as reported in the Performance Monitoring Report for the first quarter of 2011/12 (April to June) relating to Children, Young People and Learning, giving particular attention to: the Youth Service Mobile Bus; the increase in Looked-After Children; and an update on adoption and foster care. 35 - 80
- Please bring the previously circulated Performance Monitoring Report to the meeting. Copies are available on request and attached to this agenda if viewed online.**

OVERVIEW AND POLICY DEVELOPMENT

10. **SCHOOL PLACES AND THE SCHOOL ADMISSIONS PROCESS**
 To receive a report on the latest placement figures, a presentation on the process of applying for and allocating school places, and information on forecast future demand. 81 - 90
11. **WORKING GROUP UPDATE REPORT**
 An update report in respect of the working groups of the Panel reviewing the Common Assessment Framework for children's social care and school meals is attached. 91 - 92
12. **OVERVIEW AND SCRUTINY WORK PROGRAMME 2011/12 AND PROPOSED NEW POWERS**
 The Panel is invited to note its agreed Work Programme for 2011/12 and proposed new powers explained in the attached report. 93 - 96
13. **OVERVIEW AND SCRUTINY PROGRESS REPORT**
 To note the Bi-Annual Progress Report of the Assistant Chief Executive. 97 - 108

HOLDING THE EXECUTIVE TO ACCOUNT

14. **EXECUTIVE FORWARD PLAN**
 To consider forthcoming items on the Executive Forward Plan relating to Children, Young People and Learning. 109 - 118

DATE OF NEXT MEETING

The next scheduled meeting of the Children, Young People and Learning Overview and Scrutiny Panel will be held on 18 January 2012.

**CHILDREN, YOUNG PEOPLE & LEARNING
OVERVIEW & SCRUTINY PANEL
15 JUNE 2011
7.30 - 9.35 PM**



Present:

Councillors Mrs Birch (Chairman), Ms Whitbread (Vice-Chairman), Gbadebo, Ms Hayes, Heydon, Kensall, Mrs McCracken, Sargeant, Mrs Temperton and Dr Barnard
Ms C Mitchell, Children's Social Care Representative

Ms S Cauchi, Parent Governor Representative
Miss V Richardson, Teachers Representative

Apologies for absence were received from:

Mr D Moss, Catholic Diocese of Portsmouth

Executive Members:

Councillors Dr Barnard

Also Present:

Andrea Carr, Policy Officer (Scrutiny)
Sandra Davies, Community Safety Officer
Karen Frost, Head of Early Years Childcare & Play
Dr Janette Karklins, Director of Children, Young People & Learning
David Watkins, Chief Officer: Performance & Resources
Alex Walters, Assistant Director, Education, Children's Services & Libraries
Bob Welch, Chief Advisor: Learning & Achievement

1. Election of Chairman

RESOLVED that Councillor Mrs Birch be elected Chairman of the Children, Young People and Learning Overview and Scrutiny Panel for the 2011/12 Municipal Year

COUNCILLOR MRS BIRCH IN THE CHAIR

2. Appointment of Vice-Chairman

RESOLVED that Councillor Ms Whitbread be appointed Vice-Chairman of the Children, Young People and Learning Overview and Scrutiny Panel for the 2011/12 Municipal Year.

3. Minutes and Matters Arising

RESOLVED that the minutes of the Children, Young People and Learning Overview and Scrutiny Panel held on 12 January 2011 be approved as a correct record and signed by the Chairman.

There were no matters arising.

4. **Declarations of Interest and Party Whip**

There were no declarations of interest relating to any items on the agenda, nor any indications that members would be participating whilst under the party whip.

5. **Urgent Items of Business**

There were no urgent items of business.

6. **Corporate Parenting Advisory Panel**

The Panel noted the minutes of the meeting of the Corporate Parenting Advisory Panel held on 9 March 2011.

The Panel was informed that bursaries for care leavers in higher education were given when money was required in advance for example to pay accommodation and rent deposits. Care leavers were able to access these bursaries via their designated social worker.

It was clarified that social workers followed statutory regulations relating to minimum contact requirements when dealing with looked after children placed out of area. It was stressed that the Children's Social Care Section considered these to be minimum requirements and social workers were expected to exceed them in all cases.

7. **Performance Monitoring Report**

The Panel received a presentation from Alex Austin and Georgia Robson of the Bracknell Forest Youth Council.

The Bracknell Forest Youth Council was set up in 2001 to provide young people aged between 11 and 19 years old with an opportunity to help improve Bracknell Forest for all young people. The Youth Council consisted of 18 people (9 male and 9 female) aged between 12 and 17 years old who had been elected by their peers. The Council met on a weekly basis with members often working on projects in their own time between meetings.

The Youth Council provided young people in Bracknell Forest with a forum where they could raise their concerns about services in the Borough with key members and officers at the Borough Council. Many members joined because they felt that young people were being misrepresented amongst the general population and wanted to do something to change this. The Youth Council worked on a variety of projects that young people felt passionately about and helped shape national debate through the UK Youth Parliament.

Locally the Youth Council had run many different events and programmes including the Youth parliament elections, an annual residential trip and had set up of a voucher scheme which gave young people the opportunity to access a number of different activities including ice-skating, swimming, golf and bowling at reduced prices.

At a strategic level the Youth Council had been involved in the development of the Children and Young People's Plan and had researched and produced a DVD on domestic violence for the Local Safeguarding Children Board (LSCB). This had been well received when it was presented at the recent LSCB Conference. Members of the Youth Council had also been involved in the recruitment of the Director of

Children, Young People and Learning and the Chief Officer: Children's Social Care. The Panel requested that the Domestic Violence DVD be shown at their next meeting.

The Panel congratulated the Youth Council on their success and noted their importance to the Council when it came to gathering the views and opinions of young people.

The Panel received an update in respect of the stability of foster care placements. It was reported that the Borough Council currently fulfilled the Corporate Parent role for 94 children. A figure which when quoted per 10,000 children placed Bracknell Forest at half the national average.

One of the most challenging aspects of the service for the Children's Social Care Team was ensuring stability of placements. It was reported that 60% of looked after children who had been looked after continuously for at least two and half years had lived in the same placement for at least two years. The number of looked after children who had moved placements three or more times in the past year stood at 8.0% a figure that equated to approximately four children. It was accepted that there would be movement in the foster care system, often due to themed for initial emergency placement, however staff worked hard to minimise disruptions.

It was noted that a small proportion of children were placed out of the Borough. This could be due to either a child having family connections in another area or having complex needs that required very specialised service that was not available locally.

The Director of Children, Young People and Learning reported that the Children's Social Care Section had just been subject to a two day unannounced inspection by OFSTED. Initial feedback from the Inspectors had been largely positive and no area had given significant cause for concern. The final report, scheduled for publication in July, would cover areas of statutory practice, note strengths and set out any key issues that need to be addressed.

It was noted that the percentage of young people aged 16 – 18 classified as being not in education, employment or training (NEET) had risen. It was stressed that this was due to changes in the way that the calculations were carried out and in number terms the figures were decreasing. The number of NEETs currently stood at 155.

The Panel congratulated the Department on its hard work and success.

8. **2010-2011 ANNUAL REPORT - CHILDREN'S SOCIAL CARE STATUTORY COMPLAINTS**

The Panel received the annual report of the statutory complaints function for Children's Social Care, following its approval by the Executive Member for Children, Young People and Learning.

The Complaints Service performed an important role in assuring the quality of response to children and young people or parents and carers who made complaints. The annual report supported the continuing development and review of the service and learning from complaints.

The report included details of the number and nature of complaints received by the department, and how learning from the complaints received was taken forward to

improve practice where appropriate. During the period 1 April 2010 to 31 March 2011, 22 complaints were received within Children's Social Care, of which 1 was fully upheld, 6 were partially upheld and the remaining 15 were not upheld.

The nature of the complaints included the following:

- 3 in respect of access to services
- 6 in respect of service procedures
- 12 in respect of service standards
- 1 in respect of staff attitude/conduct

Arising from Members' questions and comments the following points were noted:

- Although the number of complaints received was going down those that were received were becoming increasingly complex in their nature
- Children's Social Care aimed to resolve any issues as soon as they were made aware of them. In cases where this was not possible the statutory complaints procedure was followed
- It was unusual to receive no complaints directly from the child receiving the service. Children were encouraged to share their views and a number of measures were in place to help them to do so
- An independent advocacy service was available to provide support to children making a complaint
- Social workers were trained to deal with complaints
- 22 compliments were received during the period reported. Many of these commented on the professionalism of social workers in carrying out their duties and their clarity in explaining their role
- The report of the Independent Reviewing Officer explained the process for dealing with complaints and the latest version could be accessed via the following weblink: <http://www.bracknell-forest.gov.uk/independent-reviewing-officer-service-report-2009-to-2010.pdf>

The Panel noted the report.

9. **Child Poverty Strategy**

The Panel received a presentation on the development of 'Breaking the Cycle' the Council's Child Poverty Strategy from the Head of Performance and Governance and the Early Years and Childcare Manager.

The key aim of the Child Poverty Strategy was to ensure a co-ordinated approach to addressing child poverty and to minimise the effects of child poverty across the Borough, using a network of partner organisations. It had been a significant piece of work and was underpinned by a detailed needs assessment. Research had found that although the picture in Bracknell Forest was overwhelmingly positive there were pockets of deprivation spread across the Borough and of the 28,000 children living in Bracknell Forest 2,500 children, living in 1,400 families, were classified as living in poverty.

For a child to be classified as living in poverty they needed to be either living in families dependent on out of work benefits or in families in receipt of tax credits whose reported income was less than 60% of median income. Nationally the median annual income was £16,000 however in Bracknell Forest this median annual income rose to £18,000.

Child poverty was not evenly spread across the Borough. The highest concentration of children in poverty was to be found in the central wards and the lowest concentrations in the northern and southern wards. Great Hollands North had the highest levels of poverty at 23.3% and Warfield Harvest Ride had the lowest levels at 3%.

The Strategy's underpinning priority to increase awareness and challenge perceptions of child poverty and build a framework for the future was supported by the following three outcome priorities:

- To raise the family income of those families living in poverty
- To mitigate the impacts of living in poverty
- To improve outcomes for children and young people, breaking the cycle of intergenerational poverty

It was recognised that this would be a substantial undertaking which would require often very deep rooted behaviours to be tackled.

Arising from the Panel's questions and comments the following points were noted:

- The most up to date verifiable figures for comparative data of the number of children in poverty were only available to 2008. More up to date data would be circulated when it was available
- It was felt that the number of children living in poverty had increased in recent years and to obtain an understanding of how figures had changed since 2008 a range of local indicators were used including free school meal eligibility
- Eligibility for free school meals was considered to be a key indicator for child poverty and a significant amount of work was being done to encourage families to claim their entitlement
- The primary reason for many families approaching local food banks for help was due to delays in receiving benefits payments
- In 2010, local food banks had experienced difficulties in meeting the rise in demand over the summer holiday period. This had been due to the unavailability of free school meals during the school holidays and contingency plans had been put in place to ensure that additional food would be available this year
- Areas with greater deprivation had more elaborate and more established support networks in place
- Breaking the cycle of poverty of opportunity was considered to be a key constituent of removing families from poverty and it would be necessary to look at how successful the Council was at achieving this for example through early intervention
- Improving outcomes for children by breaking the cycle of intergenerational poverty would be the most difficult outcome priority because it relied on changing deeply rooted behaviour patterns

The Panel thanked the officers for an excellent piece of work.

10. **Response of the Executive and the Local Safeguarding Children Board to 'Being Safe' - The Report of the Review of Safeguarding Children and Young People**

The Panel considered a report detailing responses received from the Executive and the Local Safeguarding Children Board in respect of the report of the Review of Safeguarding Children and Young People carried out by a Working Group of the Panel

It was reported that the Executive had agreed the majority of the Working Group's recommendations. It was noted that Recommendation 7: the reinstatement of an officer post to give full-time focused attention to teenage pregnancy issues had been partially agreed. It had been felt that developing a co-ordinated approach to tackling teenage pregnancy would be more effective at ensuring all relevant agencies were involved than relying on a single post holder.

The Local Safeguarding Children Board had already implemented a number of the recommendations proposed by the Working Group.

The Panel agreed that a follow up review would be carried out at a later date to monitor the implementation of recommendations.

The Chairman congratulated the Working Group on an excellent piece of work that had been held up as an exemplar of good practice nationally.

11. Working Group Update Report

The Lead Member for the Working Group reviewing school meals provided a verbal update on their work so far.

It was reported that the Working Group had been providing feedback directly to the Children, Young People and Learning Department and a number of recommendations had been implemented already. A meeting with the School Meals Provider had been particularly informative and the contract holder was investigating suggested changes to the service offered for example changes that could improve the uptake of free school meals and the introduction of picture menus.

12. Work Programme 2011/12

The Panel considered a report detailing the proposed draft work programme for Overview and Scrutiny in 2011/12.

It was agreed that a Working Group would be set up to review the arrangements for the Common Assessment Framework in Children's Social Care. It was agreed that this review would be short with a completion date in October 2011. Members of the Working Group would be made up of: Councillors Mrs Birch, Ms Hayes, Mrs McCracken, Mrs Temperton and Mrs Mitchell. It was agreed that a review of school governance would follow and that the review of English as an Additional Language had been completed.

13. Executive Forward Plan

The Panel noted the forthcoming items relating to Children, Young People and Learning on the Executive Forward Plan.

I029218: School Meals Procurement Plan

The Panel was informed that the current contract for the provision of school meals would expire at the end of this academic year. To improve the number of potential bidders for the contract it had been agreed to work with other local authorities on a joint approach. This would improve choice and enable the Council to take advantage of greater economies of scale.

To ensure that the procurement plan was suitably robust before the council went out to tender the current school meals contract had been extended for a further year and the new tender would take effect from September 2012.

CHAIRMAN

This page is intentionally left blank

**CORPORATE PARENTING ADVISORY
PANEL
8 JUNE 2011
5.00 - 7.20 PM**



Present:

Councillors Mrs McCracken (Chairman designate), Mrs Birch, Ms Brown, Ms Hayes and Heydon

Apologies for absence were received from:

Councillors Mrs Barnard, Kendall, Ms Whitbread and Ms Wilson

1. Welcome

Members were welcomed and introductions were made around the table.

2. Training Programme

An introduction to the role of the Corporate Parent. A structure chart of Children's Social Care was tabled.

3. Who are our Looked After Children?

Sheila McKeand gave a presentation a copy of which would be attached to the minutes of the session. The presentation encompassed age range, legal status, origins, categories, planning, regulations, where they live, leaving care. A care plan was tabled.

If children had a Care Order the Council shared Parental Responsibility with the parents and could make decisions for the child. For children accommodated at the request of their parent the parent retained Parental Responsibility and the Council must seek the agreement of the parent for any significant decision. .

The Looked After Children service is one of the most regulated services.

Corinne Sharp, a foster carer and Vice Chairman of the Foster Carers' Association attended the session and answered member's questions about her experiences of fostering in Bracknell Forest. Arising from questions:

- Key measures of success included encouraging young people leaving care to engage in employment, education or training (EET). This was measured by what the young person was doing on their 19th birthday
- Corinne gave an example of one of her successes, her first young person who returned to her parents after several years.
- The Association of Foster Carers supported foster carers and held events.
- Good training was available to people wishing to become foster carers. The process took about 6 to 8 months to give people the time to seriously consider what they were undertaking. Foster carers had a supervising social worker who visited at least monthly.

- There was an out of hours phone line till 11pm, for any problems and of course there was 24 hour EDT cover.
- Foster carers had to be resilient, optimistic and have a sense of humour.

The Panel thanked Corinne for an interesting insight into life as a foster carer.

4. **The Roles and Responsibilities of Corporate Parents**

Sarah Roberts, Policy and Commissioning Officer, presented on the roles and responsibilities of corporate parents, attached to the minutes. Frank Dobson defined the role in 1998:

“For children who are looked after, your council has a legal and moral duty to try to provide the kind of loyal support that any good parents would give to their children ...you should do your utmost to make sure that children in the public care get a good start in life...”

Levels of responsibility were outlined and the roles attached to those levels:

- All members of the Council had universal responsibility.
- Members of CPAP and managers in Children’s Social Care had targeted responsibility
- The Executive members for Children and Young People and CPAP Chairman had specialist responsibility.

Hearing the views of the Children in Care Council was an important part of the role.

Governance was how an organisation controlled its actions. Every Child Matters outcomes measured the quality of the service. The five measures were:

Be healthy; be safe; enjoy and achieve; make a positive contribution; achieve economic well-being.

Outcomes generally for looked after children compared to the wider population of children were lower and it was important to try to reduce these discrepancies.

5. **The Corporate Parenting Advisory Panel Terms of Reference**

The recently reviewed terms of reference were noted.

6. **Children and Young People's Participation**

Several handouts were collated for members to take away from the meeting. The participation of children and young people was encouraged and members of SiLSiP, Say it Loud, Say it Proud, attended the CPAP meeting in December.

Louise Hopkinson, Children’s Participation Officer, organised events for 11-15 year olds and was hoping to set up something for the younger age range. She was also trying to engage with care leavers and was currently investigating the possibility of a young person or care leaver being on the Foster Panel.

Photographs were shown of a recent residential stay, a very popular event.

7. **Using Management Information to Scrutinise Our Performance**

Management information was available on the profile of looked after children; placements; education; and health. Alex Walters, Interim Chief Officer: Children’s Social Care advised that:

- Referrals were up by 68% in 4 years.
- There was a significant increase in care proceedings.

Both had an important effect on resources and staffing.

It was important that CPAP members questioned the data and these were set out in the presentation slides.

The Performance Monitoring Report as at March 2011 was tabled. Members noted that the number of children in care with disability had decreased significantly, possibly as a result of good support for the family with schemes such as Aiming High.

The balance of boys/girls was questioned. The information was not available at the meeting and Sarah Roberts would check if the balance was the same as national figures.

For some children residential placement was necessary and that would always be outside of the borough.

8. **Dates of Future Meetings and Proposed Forward Plan.**

The next meeting was on 6 July 2011 when placement sufficiency would be on the agenda.

Final annual performance figures would also be submitted.

This page is intentionally left blank

**CORPORATE PARENTING ADVISORY
PANEL
6 JULY 2011
5.00 - 6.55 PM**



Present:

Councillors Mrs McCracken (Chairman), Mrs Barnard (Vice Chairman)
Mrs Birch, Ms Brown, and Ms Hayes

Also Present:

Councillor Barnard (Executive Member for Children and Young People)

9. Election of Chairman

RESOLVED that Councillor Mrs McCracken be elected Chairman for the ensuing municipal year.

10. Appointment of Vice Chairman

RESOLVED that Councillor Mrs Barnard be appointed Vice Chairman for the ensuing municipal year.

Introductions and Welcome

Introductions were made around the table and the Chairman welcomed Lorna Hunt, Chief Officer: Children's Social Care, to her first meeting.

11. Declarations of Interest

In accordance with the Members' Code of Conduct, Part 4, Section 13 of the Council's Constitution:

Councillor Mrs Barnard declared a personal interest as her husband was the Executive Member for Children and Young People.

12. Minutes and Matters Arising

RESOLVED that the minutes of the meeting held on 9 March 2011 be agreed as a correct record.

13. CRB Checks

Panel members were advised that it was necessary for all Panel members and substitutes to undergo a CRB check. Several members stated that they had undergone fairly recent CRB checks for various reasons, school governor, classroom helper, occupation, and asked Democratic Services to enquire whether it was necessary to undertake another one.

The Panel noted that CRBs would be undertaken as necessary after seeking advice.

14. **Final Annual Performance Figures 2010**

Sheila McKeand presented the final annual performance statistics for the year to March 2010. At all other meetings of the Panel a shortened version is submitted. The papers in the agenda were in black and white so a coloured version of the document was tabled.

Report 1, total number of looked after children, gave an overview of the year. The Panel noted that Bracknell Forest was still low in comparison to national figures and the South East. A change in policy had resulted in disabled children looked after for short term breaks were not now included in the statistics.

Attention was drawn to the poor performance in relation to previous years of the number of LAC who have had a health assessment within a year. Discussions were ongoing with the PCT.

The Panel indicated to Sheila the information they would like included in the regular performance reports:-

- Report 1
- Report 3
- Report 5
- Report 8
- Report 10
- Report 12
- Report 13
- Appendix 1

15. **Placement Sufficiency: Residential, Fostering, Adoption**

Sarah Roberts introduced the Securing Sufficient Accommodation for Looked After Children Plan. There would also be a plan for short break care.

There had been a review of current provision:-

- In-house foster care
- Independent fostering agencies
- Residential provision
- Local support services
- Supported lodgings
- Current placement types.

A needs assessment detailed:-

- National and local trends
- A snapshot of current need
- Additional provision required
- A three yearly review

The Panel noted the action plan.

Arising in discussion, the Panel asked about the quality of CAMHS support and noted that the service level agreement had come to an end in April 2011 and had been renewed to include a specialist worker for the disabled children's team. CAMHS were in the process of recruiting. An independent provider was currently in place in the interim period.

16. Hearing the Voice of the Child: Engaging with Children And Young People

Louise Hopkinson, Children's Participation Development Officer, attended the meeting to give the Panel an overview of SiLSiP and how the Council worked with the young people. SiLSiP (Sat it Loud, Say it Proud) was the name young people chose to call the Children in Care Council and was the voice of all children in care.

SiLSiP held regular formal and semi-formal meetings. SiLSiP members attended Corporate Parenting Advisory Panel, usually at the December meeting and they provided a training session for CPAP members in 2010, as well as sitting on interviewing panels.

Other activities included:-

- publication of a newsletter
- a short slot at the Education Awards Ceremony
- an on-line survey
- a poetry workshop
- residential activities

Plans were afoot for a pilot project for a closed Facebook page.

The Panel were asked to think about how to engage more with the young people, not just at CPAP meetings. Suggestions included:-

- Inviting SiLSiP to more CPAP meetings
- inviting certain groups of young people to parts of the CPAP meeting
- activities such as bowling, pizza
- meetings outside of the Council Chamber setting
- possibly another training session led by the young people
- speed talking
- question time

The Panel agreed to email ideas to Sheila McKeand who would set up a small working group, including young people, to flesh out the ideas.

17. Dates of Next Meetings and Forward Plan

| | |
|-------------------|---------------------------|
| 28 September 2011 | Education – exam results |
| 14 December 2011 | IRO Service annual report |
| | SiLSiP annual report |

CHAIRMAN

This page is intentionally left blank

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL
5 OCTOBER 2011

BRACKNELL FOREST LOCAL SAFEGUARDING CHILDREN BOARD ANNUAL REPORT
2010/11 SUMMARY

1 PURPOSE OF REPORT

- 1.1 This report introduces the attached summary of the Local Safeguarding Children Board Annual Report 2010/11.

2 RECOMMENDATION

- 2.1 **That the Children, Young People and Learning Overview and Scrutiny Panel considers the 2010/11 Annual Report Summary of the Local Safeguarding Children Board.**

Background Papers

None.

Contact for further information

LSCB Business Manager – 01344 352283
e-mail: andrea.king@bracknell-forest.gov.uk

Andrea Carr – 01344 352122
e-mail: andrea.carr@bracknell-forest.gov.uk

This page is intentionally left blank



Bracknell Forest LSCB Annual Report 2010/11

Summary

Introduction

Bracknell Forest Local Safeguarding Children Board (LSCB) was established in April 2006 and is chaired by an Independent Chair, who is not an employee of any of the organisations working with children or families in Bracknell Forest.

The LSCB brings together senior managers who represent a broad range of organisations that work together to promote the welfare of, or protect, children and young people. These organisations include: Thames Valley Police, Children's Social Care, Schools, Health services, Probation, Early Years and the Voluntary sector, to name a few.

The LSCB strives to 'ensure the effectiveness' of local services safeguarding and child protection practice and 'co-ordinate services' to promote the welfare of children and families. The LSCB has a broad range of responsibilities, from raising awareness of child safeguarding and protection with professionals, volunteers, children, young people and the communities they live in; through to reviewing child deaths and conducting Serious Case Reviews.

About this document

The LSCB is required¹ to produce and publish an Annual Report on the effectiveness of safeguarding in the local area. The 2010/11 report covers LSCB activities from April 2010 to March 2011 and is the fifth Annual Report the LSCB has produced. Due to the sensitive nature of some of the contents, the full Annual Report is confidential. Any requests for the full report should be submitted to the LSCB Independent Chair via the following weblink www.bracknell-forest.gov.uk/safeguardingchildren

This document summarises the main areas from the full Annual Report which are as follows:

- The assessment of the effectiveness of local safeguarding arrangements and response to case reviews
- Overview & Scrutiny Report on local safeguarding arrangements
- Performance Management
- Achievements and Challenges
- Assessment of Policies and Procedures
- Feedback to, and challenge of, the Children and Young People's (CYP) Partnership

¹ Apprenticeship, Skills, Children and Learning Act 2009

Safeguarding children together

The assessment of the effectiveness of local safeguarding arrangements and response to case reviews

This section looks at how well organisations keep children and young children safe in Bracknell Forest and also what lessons have been learnt, what has worked well and what might need to change.

The LSCB assesses the effectiveness of local safeguarding arrangements in various ways, including:

- Section 11 safeguarding self-assessments
- Ensuring Effectiveness self-assessments and other reports by Partner Agencies
- Individual case analysis (including child deaths, Serious Case Reviews and Multi-Agency Reviews)
- Review of safeguarding incidents
- Review of performance management information.

An Unannounced Inspection of Contact, Referral and Assessment arrangements within Bracknell Forest Council Children's Services was conducted in August 2010; it identified:

- a number of areas of strength including well managed contact referral and assessment services, thorough and detailed assessments informed by a good use of research, high staff morale and good quality appraisals were also highlighted
- areas for development included being clear if children are seen alone in assessments, differentiating contacts and referrals, reviewing Assistant Team Manager's holding of cases and Family Support workers conducting initial assessments.

Section 11 Self Assessments:

All local Agencies providing services to children and young people were asked to self-assess the extent to which they met the safeguarding requirements set out in Section 11 of the Children Act 2004 (i.e. information sharing; clear statement of Agency's responsibilities; senior management commitment to safeguarding; safer workforce practice; training; clear line of accountability for child protection; effective inter-agency working and that service development takes account of safeguarding).

| |
|---|
| Recommendation to CYP Partnership: |
|---|

| |
|---|
| To ensure that organisations that are commissioned to provide services to children and young people or families in the borough, have completed a satisfactory Section 11 self-assessment. |
|---|

Most organisations that completed Section 11 assessments put robust action plans in place to ensure that actions were addressed in a timely fashion. The LSCB seeks progress reports on achievements against these action areas approximately a year after review of the sector's self-assessments are completed by the LSCB.

However, the LSCB has expressed specific concerns to the CYP Partnership about the following areas:

- ❖ A few voluntary, community and faith sector providers have no child protection policies or procedures in place. These providers have been given immediate support to implement changes to their internal systems and processes promptly
- ❖ Some providers did not respond to repeated requests to conduct safeguarding self-assessments

Safeguarding children together

- ❖ Some providers were non-compliant with local minimum standards for organisations providing services to children or young people i.e. :
 - safer workforce checks
 - safeguarding training
 - a safeguarding/child protection policy, which includes information on how to manage child protection concerns, contact details for Children’s Social Care and EDT
 - a nominated lead for child protection.

Each of the non-compliant organisations received correspondence, phone calls or visits from representatives of the LSCB or safeguarding representatives in the sector. In total approximately 200 organisations/providers received individual follow-up in 2010/11.

The LSCB used its Autumn 2010 Stakeholder event to focus specifically on information sharing, the use of CAF and Integrated Care Pathways in response to Section 11 development needs identified in 2009/10. Approximately 180 attendees came to the event from a wide range of partner organisations. Evaluations from the event demonstrated that a number of attendees reported that their assumptions about information sharing and the use of the CAF were challenged.

| |
|---|
| Recommendation to CYP Partnership: |
|---|

| |
|--|
| The Shared Processes and Children’s Workforce Strategy sub-groups are asked to note the development areas relating to Information Sharing and Safer Workforce practice and ensure that appropriate support/resources are made available locally to the children’s workforce. |
|--|

Ensuring Effectiveness

In addition to Section 11 self-assessments, the LSCB requires a variety of annual reports on targeted groups or particular processes which are scrutinised by LSCB Partners.

The LSCB also conducts additional analysis following strategic needs. An example of more detailed investigation by the LSCB during 2010/11 was ‘A systematic analysis of reported sexual offences against children and young people, which occurred in Bracknell Forest, between 01 April 2009 and 31 March 2010’. The review included a qualitative analysis of the reported sexual offences against children and young people in 2009/10 and brought together information from Thames Valley Police, Children’s Social Care, Child and Adolescent Mental Health Service, Youth Offending Service, Connexions Berkshire and School nursing.

The LSCB will be monitoring progress with the actions resulting from this report in Autumn 2011, however at the end of 2010/11 the following progress had been made with these actions:

- ❖ Bracknell Forest LSCB commissioned Sexual Exploitation training
- ❖ Children’s Social Care and Thames Valley Police have reviewed their processes for referral and information exchange about sexual offences against young people.
- ❖ The e-safety Sub-Group has reinforced the following messages to children and young people, parents and carers; and members of the workforce:
 - Positive messages about relationships
 - Highlighting the importance of not giving out personal information online

Safeguarding children together

- Encouraging extreme care when sending images by mobile phone or posting them online
 - Reminding young people about the importance of privacy settings
 - Reminding young people not to meet up with anyone who they have only met online
 - Encouraging them to only be in contact with people that they know online
 - Encouraging parents and carers to be aware of what their children and young people are doing online and to discuss it with them.
- ❖ CAF training and guidance materials have been extended to provide more information on writing action plans and conducting reviews.

Child Death & Serious Case Reviews

In addition to reviewing child deaths that occurred in 2010-11; the LSCB commissioned four Internal Management Reviews (IMRs) and initiated one Serious Case Review relating to children who had been seriously harmed following abuse or neglect.

The IMRs made a range of recommendations for agencies. In summary the learning from the IMRs included:

| |
|--|
| That the quality of assessments transferred in from other Local Authority areas needs to be reviewed i.e. assessments should not automatically be accepted as complete or accurate |
| If a parent is accessing CMHT services, CMHT's risk assessment should automatically be shared with Children's Social Care and any other relevant professionals (as appropriate) |
| That brief parenting assessments should be reinstated, to be used as appropriate |
| That Health Visitors share child protection concerns about vulnerable families within 24 hours |
| That supervision for health visitors and nursery nurses is reviewed and provided more frequently |
| That assessments should include information relating to all members of the household and carers, and specific attention should be given to parenting capacity in assessments |
| That paediatric radiologists strictly adhere to protocol when conducting paediatric skeletal surveys |

Recommendations to CYP Partnership:

Following the findings of the review and discussions about the appropriateness of local provision, the LSCB makes the following recommendations to the Children Young People's (CYP) Partnership:

- ❖ That the learning from the Child Death Overview Panel's analysis is noted and is used to specifically inform Public Health priorities.
- ❖ That the learning from the IMRs is noted by the partnership and informs the CYP Partnership's strategic priorities.

Safeguarding children together

Quality Standards and Case Review

Each LSCB partner agency was asked to complete an 'ensuring effectiveness' update in July 2010, which summarised the agency's progress with their Section 11 and Safer Workforce self-assessment actions. It was also an opportunity to identify safeguarding areas of strategic priority for 2010/11 and safeguarding risks. The QSCR sub-group analysed the returns and reported back to LSCB partners, in summary the findings were:

Common Safeguarding/Child Protection Priorities for 2010 onwards.

Applicable to three or more organisations, were the following:

- Ensure staff/volunteers attend appropriate safeguarding training
- Update, or introduce new, policies/procedures or guidance
- Establish or enhance internal audit systems
- Increase the participation of children and young people in service design or evaluation
- Raise awareness or understanding of safeguarding in organisation or sector.

Common risks in 2010

Common risks to three or more organisations were:

- Impact of cuts to/ reductions in frontline capacity on the protection of children
- Reduced capacity of services and the impact on the protection of children
- Difficulties accessing CP training or significant numbers of staff requiring CP training
- Concerns about whether or not organisations would meet the minimum requirements for safeguarding in inspections.

Recommendations to CYP Partnership: Following the learning from the QSCR sub-group, the LSCB makes the following recommendations to the Children Young People's (CYP) Partnership:

That the CYP Partnership notes the common safeguarding priorities and specifically ensures that:

- Sufficient child protection training is available to the workforce
- The involvement of children, young people, parents and carers in service design and delivery is promoted
- Quality assurance in the partnership prioritise safeguarding.

That the CYP Partnership notes the risks associated with the impact of reductions in service on the capacity of staff and volunteers to identify child protection concerns early and intervene to protect/safeguard children.

That the CYP Partnership's preparation for inspection gives specific attention to the review of partnership safeguarding responsibilities

Overview & Scrutiny Report on local safeguarding arrangements

Safeguarding children together

In January 2011 Bracknell Forest Council's Children, Young People & Learning Overview and Scrutiny Panel conducted a Review of Safeguarding Children and Young People. The review concluded that:

*'In overall terms, in all major respects we are very satisfied that the Council and its partners have done all they reasonably can to safeguard children and young people. This is notwithstanding the observations and recommendations made elsewhere in this report, which point out the need for constant improvement. It behoves everyone not to be complacent or relax their efforts for one moment.'*²

The report noted the strength of partnership working in Bracknell to safeguard children and also the success of the LSCB's Safeguarding Toolkit and the safeguarding cuecards.

The following recommendations from the report relate to the activity of the LSCB specifically and progress towards implementing them is already underway:

- 'The Council's website should give clearer links to the role and activities of the LSCB and Children's Trust.'
- 'The LSCB should be asked to include 'real life' examples of good practice in their Safeguarding Toolkit.' 'The Council should continue to actively promote the Toolkit and support the voluntary sector in their take-up of it.'
- 'We support the view of the Executive members for Children and Young People that there is scope to further improve engagement with young people, for example, in terms of a shadow Children's Trust, led by children and young people.'
- 'The LSCB Safeguarding Cue Cards are an excellent idea and should remain freely available to all, and promoted at every opportunity.'
- 'The structure of the Children's Trust also the LSCB should be reviewed, in particular to determine whether it might be better to have the wider groups meeting less frequently with a smaller subset of each group operating in an executive capacity and meeting more frequently, with full accountability to the wider group.'
- 'The Panel should continue to receive and review the annual report of the Local Safeguarding Children Board, and in future this should include a discussion on the report with the Chair of the LSCB, in the Panel's public meeting.'

Performance Management

In 2010/11 Bracknell Forest LSCB led the initiative to reduce the Berkshire LSCB Comprehensive Dataset in order to focus on indicators of particular relevance for the Berkshire LSCBs.

Over the course of 2010/11 the LSCB noted these successes:

- ✓ Number of children on the Child and Adolescent Mental Health Services (CAMHS) waiting list reduced from 448 in March 2010 to 372 in March 2011 (across Berkshire).
- ✓ 100% of Looked After Children reviews were completed on time and 97.1% of the children eligible to participate in the reviews were active participants in the process.

² Children, Young People & Learning Overview and Scrutiny Panel conducted a Review of Safeguarding Children and Young People (January 2011), p.65, para 4.33

Safeguarding children together

- ✓ Reduction in percentage of Looked After Children with three or more placement moves in a year from 19.3% in 2009/10 to 8% in 2010/11.
- ✓ Rate of permanent exclusions fell from 0.18% in 2008/09 to 0.10% in 2009/10 Academic Year.
- ✓ Teenage pregnancy reduced by 28.7% from 2008 to 2009.
- ✓ No children subject to a Child Protection Plan for 2 years or more in March 2011.
- ✓ Number of children becoming subject to a Child Protection Plan for a second or subsequent time reduced from 14.4% in 2009/10 to 9.2% in 2010/11.
- ✓ Number of Looked After Children in 2010/11 is almost identical to the number in 2009/10 (87 children on 31.3.11 and 88 at 31.3.10), the rate is still lower than South East and England.
- ✓ First time entrants to the Youth Justice system reduced from 55 to 40.

The LSCB also noted the following areas that require local monitoring:

- Number of referrals to Child and Adolescent Mental Health Services (CAMHS) has increased by 20% across Berkshire and 13% in Bracknell Forest in 2010/11 compared with 2009/10.
- 4% increase in enquiries to Children's Social Care (i.e. 2168.4 by 31.3.11, compared to 2081 by 31.03.10).
- Slight (8.6%) increase in Sexual Offences against under 18s. In 2009/10 there were 81 and 2010/11 there were 88.
- A rise in deaths of under-18s during 2010/11; in comparison 2009/10 and 2008/09.
- Number of children subject to a Child Protection Plan is showing a year-on-year increase (snapshot figures show there were 70 at 31.3.10 and 79 on 31.3.11) but still below national average.
- Almost a quarter (24%) of Children's Social Care referrals are re-referred within a year. This is almost identical to last year. The Quality Standards and Case Review sub-group are currently analysing re-referrals across the partnership and expect to report their findings in Autumn 2011.

In addition, the LSCB is asked to note that some allegations against members of the children's workforce have led to disciplinary action and criminal convictions; due to potentially identifiable information these figures are not made available in the annual report.

Assessment of Policies and Procedures

During 2010/11 Bracknell Forest LSCB completed a review of referral and assessment processes and introduced new guidance on whistle-blowing.

The LSCB is specifically required to comment in the Annual Report on the effectiveness of the following policies and procedures:

Safe Recruitment

Each LSCB Partner was required to undertake a safer workforce self-assessment in 2007-08. Progress in implementing action plans from the assessment was monitored through the LSCBs ensuring effectiveness

annual return. Following analysis of the safer workforce assessments Bracknell Forest LSCB issued a safer workforce checklist to all organisations in Bracknell (as part of the Safeguarding Toolkit) in February 2009 and by the end of March 2010 safer workforce training has been delivered to over 300 managers across the partnership. Other Berkshire East and latterly, Berkshire West LSCBs have started purchasing places on the Safer Workforce training programme. Measuring the impact of this provision remains challenging, but there were 31 referrals to the Local Authority Designated Officer (LADO) in 10/11 in line with neighbouring authorities. These referrals came from a range of sectors.

Single and Inter-Agency Training

Following concerns about feedback from the targeted, level two child protection training programme the programme has been redesigned in Berkshire East and will be launched in September 2011. Sexual exploitation training and e-safety training have been incorporated into the LSCB training programme.

LSCB discussions identified that children experiencing chronic neglect is a particular local issue. Subsequently, chronic neglect training courses are being explored and a training workshop has been designed for the June 2011 Annual Conference, to respond to local training needs.

In addition, following local learning the operational training group have been asked by Bracknell Forest LSCB to incorporate several of learning points into the redesign of the group 1 to 3 programme, including:

- Reminding staff and volunteers when to refer to Children's Social Care with and without consent;
- Reminding staff and volunteers of the need to consider domestic abuse, substance misuse and emotional health needs during assessment of parenting capacity;
- Considering a parent/carer's childhood experience of being parented in assessments;

New training needs identified by the LSCB include:

- Training on chronic neglect, with specific reference to evidence-based interventions/support of families. A specific workshop will be offered on this theme at the LSCB's 2011 Annual Conference.

Achievements and Challenges

2010/11 has been a successful year for Bracknell Forest LSCB and there is much to celebrate, for example:

- The Safeguarding Toolkit continues to be adopted by other LSCBs nationally.
- Children and young people's participation in LSCB activity - Bracknell Forest was noted as one of three areas of best practice nationally. At the LSCB 2010 Annual Conference, young people wrote and performed a series of monologues on 'risky behaviour'. Younger children were involved in designing a safeguarding resource, with interactive games and puzzles, to promote safeguarding in the borough.
- Conference - the LSCB's 2010 Annual Conference on the theme of 'risky behaviours' was a great success and was heavily over-subscribed. Speakers from the National Centre for Social Research, Barnardo's and a Children's Author brought a range of perspectives to the day. Workshops were held on subjects including E-safety, sexual exploitation, understanding offenders, emotional health needs, behaviour support and working with perpetrators in the community.

Safeguarding children together

- Training - a complete review and redesign of targeted safeguarding training was completed in 2010/11 across Berkshire East. A new Group 1 to 3 training programme will be launched in September 2011.

However some of the challenges the LSCB faced during 2010/11 were:

- Resource - reductions in resource due to public service budgetary pressures has had a tangible impact on the number of staff and volunteers attending child protection training. Of more concern is the potential impact of these reductions on the ability of the workforce to identify safeguarding concerns early and their opportunity to intervene effectively.
- Training - uncertainty over the arrangements for commissioning and providing inter-agency training continue to be a challenge. This issue is being considered by the Directors of Children’s services in Berkshire East who commissioned an analysis of local training arrangements. In addition, understandings of the definition of which staff and volunteers fall under ‘group 3’ varies between the three areas - this will be addressed in 2011/12.
- Child Protection - Munro’s final report on Child Protection is being considered by the LSCB and local arrangements may need to change in response to the findings of the report. This will be addressed by the LSCB Executive Board in 2011/12.
- Membership - due to the restructure of the LSCB Board and Executive in 2010/11 the LSCB has not recruited Lay members to join the membership of the LSCB, nor has it formalised membership arrangements for the Lead Member of Children’s Services in the Council. In light of recent national changes in guidance, these decisions need to be reviewed.

Feedback to, and challenge of, the Children and Young People’s Partnership (CYPP)

This section looks at what is working well locally and what changes should be made to local services or their priorities. In summary the LSCB recommends the following actions from the Children and Young Peoples’ Partnership:

| Area of consideration | Action requested |
|--|--|
| Section 11 development areas | To ensure that organisations that are commissioned to provide services to children and young people or families in the borough, have completed a satisfactory Section 11 self-assessment. |
| Shared Processes & Children’s Workforce Strategy | The Shared Processes and Children’s Workforce Strategy sub-groups are asked to note the development areas relating to Information Sharing and Safer Workforce practice and ensure that appropriate support/resources are made available locally to the children’s workforce. |
| Child Death Overview Panel and IMR learning | That the learning from the Child Death Overview Panel’s analysis is noted and is used to specifically inform Public Health priorities. That the learning from the IMRs is noted by the partnership and informs the CYP Partnership’s strategic priorities. |

Safeguarding children together

| | |
|---|--|
| <p>Ensuring Effectiveness (Quality Standards)</p> | <p>That the CYP Partnership notes the common safeguarding priorities and specifically ensures that:</p> <ul style="list-style-type: none"> ▪ Sufficient child protection training is available to the workforce ▪ Promote the involvement of children, young people, parents and carers in service design and delivery ▪ Ensure that quality assurance in the partnership prioritise safeguarding. <p>That the CYP Partnership notes the risks associated with the impact of reductions in service on the capacity of staff and volunteers to identify child protection concerns early and intervene to protect/safeguard children.</p> <p>That the CYP Partnership's preparation for inspection gives specific attention to the review of partnership safeguarding responsibilities.</p> |
| <p>Performance Management</p> | <p>That the CYP Partnership notes that the LSCB is specifically monitoring the following safeguarding related performance indicators:</p> <ul style="list-style-type: none"> - Number of Sexual Offences against under 18s - Number of under-18 deaths - Number of enquiries to Children's Social Care - Number of children with child protection plans - Number of re-referrals to Children's Social Care. |

The LSCB awaits a report from the CYP Partnership in March 2012 on the Partnership's progress with responding to the LSCB's recommendations.

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL 5 OCTOBER 2011

ANNUAL REPORT ON SCHOOL AND CHILDREN'S CENTRE INSPECTIONS 2010 – 11 (Director of Children, Young People and Learning)

1. PURPOSE OF REPORT

- 1.1 To summarise the outcomes of the inspections of Bracknell Forest schools carried out by OFSTED during the 2010 – 2011 academic year.

2. RECOMMENDATION

- 2.1 **That the Panel note the findings in the report.**

3. SUPPORTING INFORMATION

- 3.1 In September 2009 the Office for Standards in Education (OFSTED) introduced new arrangements for reporting to the Secretary of State for Education on the quality and standards in schools in England under Section 5 of the Education Act 2005.
- 3.2 The main features of inspections since September 2009 have been:
- Focused inspections lasting no more than 2 days
 - Shorter notice of inspections (no longer than two days)
 - A strong emphasis upon school improvement through the use of the school's own self-evaluation
 - The introduction of three limiting judgements that determine the overall grade awarded to a school. These relate to pupils' standards of achievement, safeguarding and promoting equality of opportunity and tackling discrimination. In the event that inspectors judge any of these to be inadequate then it is likely that the overall effectiveness judgement will be inadequate regardless of how well the school performs in other areas.
 - Two categories of schools causing concern; those deemed to require Special Measures (SM) and those requiring a Notice to Improve (NtI)
- 3.3 Inspectors will arrive at an overall judgement on the effectiveness and efficiency of the school. This will be informed by judgements which inspectors make about:
- the outcomes for individuals and groups of pupils, including how well they achieve in tests and examinations in relation to national averages, the progress they make and their well-being;
 - the quality of the school's provision, including the quality of teaching;
 - the quality of leadership and management, at all levels, including the impact of the work of the school governors in identifying priorities, directing and motivating staff and ensuring the smooth running of the school;
 - the school's capacity to improve, based on an analysis of past performance, the systems in place to maintain improvement and the quality of the school's own self evaluation.

3.4 A common grading scale is used for making judgements

- Grade 1 Outstanding
- Grade 2 Good
- Grade 3 Satisfactory
- Grade 4 Inadequate

3.5 Where OFSTED judge that a school's overall effectiveness is inadequate (Grade 4), it will be deemed to be in need either of Special Measures (SM) or a Notice to Improve (Ntl). This judgement is subject to moderation by senior HMI.

The definitions of these two categories of concern are:

Special Measures

Schools which require special measures because they are failing to give learners an acceptable standard of education, and where the persons responsible for leading, managing or governing the school are not demonstrating the capacity to secure the necessary improvements.

Notice to Improve

Schools which require significant improvement because they are performing significantly less well than they might reasonably be expected to perform. A school which is currently failing to provide an acceptable standard of education, but has the capacity to improve, will also be in this category.

3.6 Three other forms of inspection are in place:

- Subject inspections which focus on a particular subject within a school
- HMI monitoring visits of schools in Special Measures or Notice to Improve.
- Ofsted monitoring of schools that were previously graded as satisfactory.

3.7 This report gives a partial picture of educational provision in the Borough as it focuses on the ten schools which received 'Section 5' inspections.

3.8 One Children's Centre, the Rowans, was inspected during the year and was graded as satisfactory. This was the first Children's Centre to be inspected under a new inspection process that commenced in 2010. All Children's Centres, of which there are eight in the Borough, will be inspected in a three year cycle.

4. BRACKNELL FOREST SCHOOLS INSPECTED DURING THE ACADEMIC YEAR 2010 – 2011: A SUMMARY

4.1 Number of BF Schools Inspected – 2010 - 2011

| No. of schools inspected | Designation | Total in the LA |
|---------------------------------|--------------------|------------------------|
| 2 | Infant | 3 |
| 0 | Junior | 3 |
| 6 | Primary | 24 |
| 1 | Secondary | 6 |
| 1 | Special | 1 |
| 0 | PRU | 1 |
| Total no. inspected : 10 | | 38 |

4.2 Outcomes – judgements on overall school effectiveness in 2010 – 11

This table shows the grade awarded for each of the 10 schools inspected.

| Categorisation | 1 - Outstanding | 2 – Good | 3 - Satisfactory | 4 - Inadequate |
|-----------------------|------------------------|-----------------|-------------------------|-----------------------|
| Infant | 1 | 1 | | |
| Junior | | | | |
| Primary | | 4 | 2 | |
| Secondary | | | | 1 |
| Special | | 1 | | |
| PRU | | | | |
| Total | 1 | 6 | 2 | 1 |

4.3 Outcomes – judgements on overall school effectiveness (cumulative from 2007)

This table shows the grades awarded for all schools in the Borough since their most recent inspection.

| Categorisation | 1 - Outstanding | 2 – Good | 3 - Satisfactory | 4 - Inadequate |
|-----------------------|------------------------|-----------------|-------------------------|-----------------------|
| All BF schools | 7 (18%) | 18 (47%) | 11 (29%) | 2 (5%) |

4.4 Latest national figures (September 2010 to December 2010)

This table shows the latest data published by Ofsted for English schools inspected in the Autumn term and provides a useful comparison to the performance of Bracknell Forest schools.

| Categorisation | 1 - Outstanding | 2 – Good | 3 - Satisfactory | 4 - Inadequate |
|-----------------------|------------------------|-----------------|-------------------------|-----------------------|
| Primary | 6% | 47% | 40% | 7% |
| Secondary | 12% | 39% | 38% | 11% |
| All schools | 10% | 46% | 37% | 7% |

5 SCHOOLS INSPECTED 2010 – 2011: DETAIL ON SPECIFIC JUDGEMENTS

5.1 Analysis by specific judgements – all schools inspected (10)

| | Outstanding | Good | Satisfactory | Inadequate |
|---|--------------------|-------------|---------------------|-------------------|
| Achievement and the extent to which pupils enjoy learning | | 7 | 2 | 1 |
| Safeguarding procedures | 3 | 7 | | |
| Care, guidance and support | 3 | 5 | 2 | |
| Pupils' behaviour | 3 | 5 | 2 | |
| Leadership and management | 2 | 6 | 2 | |

6. MAIN CONCLUSIONS/OBSERVATIONS

- 6.1 The introduction of a new Framework for inspection in September 2009 coincided with an increased emphasis from Ofsted on inspecting schools that were previously judged to be satisfactory. The LA's own monitoring of school performance had identified a number of schools where focussed support was required in order to secure a favourable OFSTED judgement. Supported self-reviews were undertaken in order to help ensure schools were well prepared. These focussed on the quality of teaching and the availability of accurate performance data.
- 6.2 The majority of Ofsted judgements on schools were largely as the Local Authority (LA) would have anticipated based on our own analysis of school performance data and knowledge of each school. Where a difference has occurred, and in particular where a school has entered a category of concern, this can be through the particular focus given by an inspection team or through issues that have emerged during the inspection period that have caused inspectors to question the judgements made by the school. In some instances, initial hypotheses based on an initial desk top analysis of data by inspectors have been successfully challenged by the school with the support of the LA.
- 6.3 Nine of the 10 schools inspected during the year were judged satisfactory or better with regard to overall effectiveness with seven being judged to be good or better. Schools judged as satisfactory receive additional support through the work of the LA's advisory school improvement team.
- 6.4 One school, the Pines Primary School was removed from special measures and the Notice to Improve issued to Crown Wood Primary school was also removed. Birch Hill Primary School, which was placed in Special Measures in June 2010, continues to improve and the most recent Ofsted monitoring inspection indicated good progress. One school was issued with a Notice to Improve – Easthampstead Park Secondary school.
- 6.5 One school was judged during 2010 – 11 to provide an outstanding level of education: Ascot Heath Infant school. Fox Hill primary school moved from being satisfactory to being judged to be good.

Early Years and Foundation Stage

- 6.6 The overall effectiveness of the Early Years Foundation Stage provision continues to be good. All were judged to be either good or outstanding.
- 6.7 Where recommendations were made in relation to the Early Years and Foundation Stage these were related to planning for activities for outdoor areas, the equality of provision for pupils in the Nursery and Reception class, the use of assessment and monitoring data and attainment on entry.

Primary schools

- 6.8 The reports also indicate that our primary schools are strong on delivering a range of learning outcomes for pupils, including their personal well-being and ensuring that they feel safe. Equally, although subject leaders were often mentioned under issues for improvement, leadership continues to be acknowledged as a strength in most schools.

- 6.9 An analysis of the key issues identified by Ofsted in the inspection of primary schools shows some weaknesses in the use made of assessment to ensure that all pupils are challenged and that tasks match pupils' abilities and include new learning. The challenge for some schools is to increase the rates and consistency of progress so that all pupils make good progress from entering Key Stage 2 until they leave in Year 6.

Secondary schools

- 6.10 Only one secondary school, Easthampstead Park, was inspected this year and the inspection team recognised improvements in pupil outcomes and progress. Although a number of aspects of the school, including the sixth form, were graded as good, the inspection team were concerned with the level of progress made by lower ability pupils in Key Stage 3 and have therefore issued the school with a Notice to Improve.

Special Educational Needs

- 6.11 Overall provision for pupils with special educational needs was judged to be a strength with the quality of learning for SEN pupils and their progress graded as satisfactory or better in all the primary schools. It was judged to be good in 70% of all the schools inspected.

7. SUBJECT INSPECTIONS

- 7.1 There were two subject inspections during the year, one for PSHE (Brakenhale secondary school) and one for design and technology (Garth Hill College). The overall judgements for both were at least satisfactory and in each case the inspections provided the school with a useful commentary on work in these subjects. Subject inspections are published and also contribute to annual national reports produced by OFSTED.

8. LOCAL AUTHORITY ACTION

- 8.1 The LA has continued to support schools prior to, during and after an inspection. Guidance has been published to assist schools with new aspects of the inspection framework including a greater emphasis on pupil tracking, special educational needs and the arrangements for safeguarding children.
- 8.2 The LA has attended all the feedbacks given to schools at the end of the inspection and, on many occasions, an LA adviser has met with the lead inspector to answer specific questions about the context and work of the school.
- 8.3 All inspection reports have been presented formally to the School Performance Advisory Panel (SPAP) where the headteacher and a school governor have answered questions from the panel of elected members and outlined the future actions the school plans to take. The work of the panel has been broadened to include Children's Centres.
- 8.4 Where a school has been issued with a Notice to Improve the LA has submitted an action plan to OFSTED which sets out the support that the school will receive, targets for improvement and monitoring arrangements. These plans have been approved by

OFSTED. The effectiveness of these plans is considered when OFSTED re-visit a school as part of their monitoring programme.

- 8.5 A Management Intervention Board (MIB) has been established to work with schools in Special Measures and those issued with a Notice to Improve. The MIB monitors progress made against the actions identified in the plan and reports to the Director of Children, Young People and Learning, who then considers any further appropriate actions. The work of the MIB has been commended in Ofsted monitoring reports.

9. EQUALITIES IMPACT ASSESSMENT

- 9.1 OFSTED inspections take due account of equalities issues in considering standards and in considering pupils' personal development and well-being, in particular exploring whether there are groups of pupils who may be making less than expected rates of progress. The outcomes of these evaluations are reflected in OFSTED's overall comments about attainment and progress. Where there are issues they are reflected in the detail of individual school reports.

10. APPENDICES

- 10.1 None

Background Papers

OFSTED inspection reports for Bracknell Forest schools inspected during the academic year 2010-2011

School Inspections Act 1996 (amended by School Standards & Framework Act 1998)

The Education Act 1997

The Education Act 2005

Contact for Further Information

Bob Welch, Chief Adviser: Learning and Achievement, Children, Young People and Learning
01344 354185

Doc. Ref: Annual Report on School Inspections 2010 -11.doc



Performance Monitoring Report

for

Children, Young People & Learning

First Quarter 2011/12
April - June 2011

Portfolio holders:
Councillor Gareth Barnard
Councillor Alan Kendall

Director: Janette Karklins

Section One: Executive Summary

Introduction by the Director of Children, Young People and Learning

Please note that due to the development and phased introduction of a new local performance management framework for the Council, this report will be the final PMR in the current format. From Quarter 2, the report will be replaced by a new Quarterly Service Report with a tighter focus on local priorities and performance highlights.

This is the performance report for the first quarter and it is really the beginning of monitoring the process. The work of the service is set against a background of ongoing change, most particularly the outcome of the Munro Review which reported in May and is expected to impact on service delivery for years to come. The Department for Education are due to respond to the recommendations in the Munro Review in July.

April 2011 saw the launch of Creating Opportunities – the joint strategic plan for children and young people in Bracknell Forest which sets the priorities for the work of all services in Bracknell Forest that work with children and young people. In addition we also launched the Secondary Education Strategy - Creating opportunities, ensuring success and the Child Poverty Strategy which sets out the key priorities for addressing child poverty, which in our case in Bracknell Forest is set within a relatively affluent area with pockets of deprivation.

This year we have had a number of Ofsted inspections of our services which will continue throughout 2011-12. The inspections started with a YOS inspection in April 2011, the outcome of which was very positive but does not report in the public domain until July 2011. We had an Adult Learning Inspection in June which gave a summary judgement of satisfactory with some good features and will report in late July. In June we also had an Unannounced Inspection of our Contact, Referral and Assessment Service which will report in July, they identified a number of strengths and areas of good practice with one area for development. More inspections will undoubtedly follow.

The first quarter shows a range of activities that have started and progress has already been made and will continue throughout the year.

Children's Social Care

Safeguarding

- The numbers of children with child protection plans has been decreasing recently from 79 in March 2011, 76 April, 72 in May 2011 but this month numbers have gone up slightly and at end of June 76 children had child protection plans with 12 children registered during the month and 8 de-registered. The categories are 32 emotional abuse, 43 neglect, 1 physical abuse.
- The duty and assessment team had its second unannounced Ofsted inspection in June 2011. Once again the team did exceptionally well. This inspection is ungraded but the team had 2 areas of strength and only one area for development. The inspectors found a strong focus and commitment

by the council to support staff through a wide range of relevant and high quality training and development. This is a positive initiative that has led to a stable and highly motivated workforce. The inspectors found that children and young people are involved in their assessments and routinely seen alone and that practice is sensitive to the ethnic, linguistic and cultural needs of children and young people.

Looked After Children

- The new Care Planning regulations 2010 came into force on April 1st. The new regulations are the result of a comprehensive review of all aspects of the care of Looked After Children. They have required extensive review of all Children's Social Care policy and procedures relating to Looked After Children. Training and information for all relevant staff has taken place.
- The trend in the number of Looked After Children continues to rise. There were 87 at the end of March and 96 at the end of June. The profile of Looked After Children is also changing from the historic pattern of a high number of adolescents to a significant increase in younger children and sibling groups. This is in line with national trends but the overall number is lower than national figures.
- An internal audit of the Care Leavers service was completed successfully with a few minor recommendations to be implemented.

Youth Offending Service

- A core case inspection of Youth Offending work was carried out by HMIP during w/c 4 April 2011 and the findings were presented to the YOS Management Board on 6 May 2011. The headline scores were grouped into three areas; safeguarding, risk of harm and likelihood of reoffending. In all areas, Bracknell Forest YOS achieved scores well above the national average of all YOS who have been inspected to date. The Inspection report will be published during w/c 20 July 2011
- Performance against the Youth Justice national indicators for the complete year 2010 – 11 were published by the Youth Justice Board in June 2011. Bracknell Forest YOS performance exceeded national and local targets in respect of all the YJ national indicators.

Learning Difficulties & Disabilities

- Significant progress has been made in meeting the Short Break Sufficiency Action plan. In particular in response to identified need the number of Saturday and holiday scheme places for children with disabilities has been increased this year, 24 young people not meeting children's social care criteria will be offered a 2 night weekend break and 90 vulnerable families have benefited from financial support from the Carers Grant.
- Information for parents of children with disabilities about activities is now managed within the Aiming High for Disabled Children's Service. There are now over 630 parents registered receiving weekly/ monthly emails or monthly information through the post. This change has enabled a far quicker dissemination of information and has received positive feedback from parents and carers.

Learning and Achievement

- The Early Years and Foundation Stage Profile and End of Key Stage 1 assessments in reading, writing and mathematics were moderated by the LA through visits made to schools and Early Years settings. Some adjustments were made but overall teacher assessments were accurate and secure.
- Seven primary schools were inspected as part of the audit of Key Stage 2 test arrangements. Two schools received external monitoring visits from QCDA. No irregularities in the assessment arrangements or procedures were identified. All schools administered the end of Key Stage 2 tests. Results will be published in the autumn.
- Three schools had full Ofsted Section 5 inspections during the period. One was graded as outstanding, one good and one issued with a Notice to Improve.
- A monitoring inspection took place at a Grade 4, (inadequate) school where good progress was reported against the actions identified in the previous full inspection.
- An Ofsted inspection of Adult and Community Learning occurred in June where inspectors graded provision as good and the overall service as satisfactory. They acknowledged that the issues identified related to the high number of short taster courses offered were already being addressed in the new course offer planned for this September and also praised recent developments to strengthen the service provided to adult learners.
- A major peer review of the LA's support for improving the performance of primary schools took place, involving senior officers from four other local authorities. They highlighted the excellent working relationships that we have with our schools and the successes in improving schools causing concern.
- The official opening of a new vocational skills centre took place at Wick Hill, part of the Bracknell and Wokingham college campus.
- All schools were represented at training related to evaluating the work of school governors. The Self-Evaluation Portfolio provides a framework for effective self-evaluation to enable governing bodies to identify the impact of their work on the outcomes for children and young people. Feedback from delegates has been very positive and the Governor Services team will continue to support this new initiative.
- Governor training sessions continue to be well attended. The governor vacancy rate has decreased to 8.5%.
- An Instrument of Government has been drawn up for the permanent Governing Body of Jennett's Park C of E Primary School which will take over from the Temporary Governing Body on 1st December 2011.
- The Targeted Mental Health in Schools (TaMHS) project has entered its "roll out" phase, with members of staff from all schools beginning to access the intensive, Emotional First Aid training. Copies of the "Getting the Lowdown" Emotional Well-being resource have been distributed to all schools. This

serves as an excellent training tool for staff in awareness of mental health issues, and enables them to tackle sensitive issues with pupils in both phases.

- The Educational Psychology Service received 31 requests during the quarter for a statutory assessment of children's special educational needs – this shows an increase on previous years and compares with a steady rate of approximately 60 such requests per annum.
- There has been a reduction in the number of exclusions from schools compared with the same period last year. The Education Welfare Service continues to provide support to schools, pupils and families to improve pupils behaviour and reduce exclusion from school. During the first quarter 24 referrals were made to the service by schools and nine Governors' Disciplinary Committees (GDCs) were attended.
- The second Bracknell Forest film festival was held at South Hill Park enabling children and young people to showcase their creative work using digital media. A major celebration of the widening opportunities scheme in music took place with several hundred children performing in two venues across the Borough.
- The project to provide a new broadband service to schools has continued to increase the speed at which pupils can access web based resources. Sixteen schools were moved to the new service between April and end of June with a further ten due for completion before the end of the Summer term.
- New headteachers were appointed for Crown Wood primary school, Cranbourne primary school and Binfield CE primary school.

Strategy, Resources and Early Intervention

Finance

- With the start of the new financial year, a significant amount of time was devoted to setting up new budgets and updating monitoring papers. The expenditure reductions agreed for the 2011-12 base budgets are being reviewed to ensure they are on target for implementation and at this stage no difficulties are anticipated. However, a significant cost pressure has arisen in relation to packages of care supporting looked after children. The number of children requiring high cost support packages has increased from 60 when the budget estimate was prepared to 82. If these numbers remain unchanged to the end of the year, there is the possibility that the budget will over spend by around £1m. A range of measures are being introduced to reduce the financial impact from this, and a further update will be presented in the next quarter. An assessment of whether any other significant budget risks exist is also underway.
- The 2010-11 accounts were also finalised and are subject to external audit review. The year end performance was a £0.386m under spend.
- Other activities during this quarter include recalculating termly funding allocations for early years providers in accordance with statutory regulations so that funds provided relate to actual hours of education and childcare taken.

Work has also been under way with the three schools that are operating small temporary over spends which has confirmed that all are on target to make a full repayment within the period agreed by the Schools Forum. Discussions are on-going with one remaining school which is likely to require additional funds from the Schools Budget to manage a period of significant reduction in pupil numbers.

- A significant amount of work has also been undertaken in response to the decision of the governors of Ranelagh to convert to an academy. This has required input from across the Council and is progressing well, with a good working relationship having been developed with the school.

Capital Programme

- Construction of the new Jennett's Park Primary School is on programme and the furniture & equipment and ICT is subject of procurement.
- There are school capacity projects on site at Holly Spring Infant, Crown Wood and Sandy Lane Primary Schools.
- Planning permission was obtained for the Kennel Lane Special School redevelopment project in June and tenders have been obtained for the works.

Performance and Governance

- Following publication of ***Creating Opportunities the joint strategic plan for children and young people in Bracknell Forest***, a summary version has been collated and distributed. The Youth Council has worked hard to develop a version of the plan which was more accessible to young people, this resulted in the production of a poster for young people, which has now also been distributed.
- A very successful joint conference between the Local Safeguarding Children Board [LSCB] and the Community Safety Partnership [CSP] took place in June on the theme of Intervening Early -domestic abuse, sexual offences and the link to child protection. The Conference was open to members of the public for the afternoon session, and over the day around 200 people were in attendance.
- A return called the 903 was successfully completed and submitted to the DfE within timescales. This return contains key information on our looked after children population and the data provides a picture of our performance in supporting this group of children and young people.
- We have successfully completed the School Census process which took place in May, information from the Census is submitted to the DfE, and the data also helps us locally in terms of understanding local needs, for example numbers of children entitled to free school meals, ethnicity and languages spoken in our schools.

ICT

- Last quarter was mainly focused on a variety of exercises to improve data quality on both Education and Children's Social Care IT systems this includes

working with the Admissions team to improve the process for collating Free School meals data and improving address information on the Children's Social Care case management system.

- The team has also been preparing for the introduction of further updates from the Local Land and Property Gazetteer (LLPG) and we hope to have this project completed by the next quarter.
- In schools we are continuing to promote the use of virtualisation technologies by reducing the number of servers in each school. In April Great Hollands became the next school to take advantage of the reduction in cost by amalgamating three IT services into one.
- The Broadband project made some progress in June, with near half the schools now upgraded from 2mb to 10mb for Primary schools and 10mb to 100mb for Secondary school, this will make a significant improvement to the way in which staff and pupils can access online content.

Human Resources

- The remaining work resulting from the redundancies processes was concluded at the beginning of the quarter. This resulted in the 27 redundancies being made - 15 through the grant reductions and 12 through the closure of the Family Tree Nursery.
- Further work has been undertaken to develop a common induction programme throughout the children's workforce. This has resulted in reviewing pilot arrangements in local authorities together with the suggested arrangements from the Children's Workforce Development Council. The workforce strategy document has also been reviewed to check on progress.
- The work for the 2011 Primary Teaching Pool led to 150 applications received and 72 shortlisted for interview. The headteacher panel interviews have all been concluded with 21 appointments made to our schools.
- School activity has concentrated on the staffing arrangements for the new academic year. Well over 600 new contracts/variations were issued to take account of employment changes. The team also supported headteachers with the arrangements for the industrial action for teachers on 30 June. This was coupled with the co-ordination of the communications regarding the action.
- There has been additional supported provided to schools in Ofsted categories through the Management Intervention Boards. This appears to be having a positive impact in support these schools through their people management issues.
- With one school applying for academy status this has led to a significant workload in ensuring the appropriate consultation arrangements are in place for the staff and trade unions. This, coupled with a review of the service offered, should provide a blue print for any future schools considering conversion.
- The team continues to support the headteacher of Jennett's Park Primary School to recruit to the full complement of staff for the new school. This exercise is now complete. Headteacher recruitment continues with two

vacancies, one of which was filled whilst the second has the interview dates planned.

Youth Service

- A new manager for the NRG project has been successfully recruited and has taken up the post. Amy Gillam will develop the service to help address the needs of NEET young people, looking to expand the service delivery. The team at NRG have worked well under temporary arrangements for some time and this will inform the future structure of this project.
- The sexual health service has recruited a part time member of staff on substantial hours. This appointment will help support further expansion of the service offered to young people around a variety of health matters. It will also allow work that will target young parents to be developed.
- An additional Sexual Health advice session has been created, delivering targeted sexual health advice to young people attending College Hall. This development has taken place in partnership with the school nurse on the site and brings the number of sexual health clinics delivered by the service to 4.
- A professionally qualified Youth Worker, Darren Berry, is supporting the delivery of the "youth club" sessions offered to young carers through BFVA. This has allowed some insight into the quality of provision BFVA offer as well as ensuring those attending have access to a range of other, more universally offered, positive activities for young people.
- The service has worked with the Children's Society to deliver a successful conference looking at the needs of young carers in the Bracknell Forest Area. This was a well attended event, supported by staff from Adult and also Children's Social Care. Schools and the RMA were represented.

Commissioning




- The process to re-commission services for young carers started with the development of a Request for Services specification. This was informed by the review work undertaken by the Children's Society, which culminated in a conference on 12 July.
- The Council began offering the Family Information Service from 1 April. Sound and robust procedures are in place, calls are being answered effectively and statutory requirements are being met. Work to develop the service further will now be prioritised.

Early Years, Childcare and Play

- Children's Centres - The Rowans was inspected in May and the outcome was Satisfactory - strong points were, safeguarding (good), Being Healthy (Good), Engagement with parents and other professionals. Issues to be addressed were the role of the advisory board, stronger use of local data and development of services for young parents. An action plan has been produced and circulated.

- Early Years - Sadly the Family Tree Nursery closed at the end of March and all families were relocated with minimal disruption and good brokerage arrangements with local providers.
- ECaT – data continues to improve. The children at risk of delay are decreasing and more children are achieving higher than expected levels of development. Settings are using the data effectively to reflect on practice and adapt the environment, planning and resources to meet the needs of all children but in particular the reluctant communicators.
- We took part in Chatterbox Challenge and have had confirmation that we helped to set a new world record for 'Heads, shoulders, knees and toes,
- OFSTED grades continue to improve and we now have 7 settings graded 'Outstanding'
- CHILD pathway continues to be embedded and the panel are pleased with the variety of support that is on offer to the children and families
- Embedding Team around the Child meetings within preschool settings to support children with special needs and their families
- Child Poverty - Special Project Three: The out of school provision (Forest Schools and Out and About Club) for the children has now finished. Overall feedback reflected a positive experience and requests for this to continue have been received from families, children and schools
- The Passion to Teach teachers programme also finished on a very positive note. Evaluations and feedback denote that they found the programme extremely valuable. More training in 'Attachment' and especially around the social demographics of the area in which they teach. This will highlight the pockets of deprivation and associated problems encountered in the classroom.
- Individual parents/families were harder to engage, however there was some evidence that some parents started to become involved towards the end
- Child Poverty Strategy presentations given to Scrutiny panel and LSP.
- Play Development - Official opening of Locks Ride Playbuilder site, over 100 families attended with excellent feedback.






Section Two: Progress against Service Plan

The Children, Young People & Learning Service Plan for 2011/12 contains NN detailed actions to be completed in support of the 13 Medium-Term Objectives. Annex C provides detailed information on progress against each of these detailed actions: overall **6 actions** were completed at the end of Quarter 1 () , while **42 actions** are on schedule () and **4 actions** were causing concern () .

The 4 actions that are causing concern are:

| Ref | Action | Progress |
|--------|---|--|
| 6.11.1 | Work with partners to develop a new Family and Parenting Strategy | The Family and Parenting Strategy has been on hold and a decision has now been made to incorporate into a wider Early Intervention Strategy. |
| 7.13.1 | Work with partners to develop approaches to whole family work | Work continues but the overall strategy is on hold |
| 10.4.3 | Implement the new Children and Young People's Joint Strategic Plan and ensure that the underpinning priority supporting more effective commissioning is addressed | Work underway to seek agreement on scope and possibilities of commissioning. Audit of commissioned activity being refreshed, roles being clarified, terms of reference for Partnership Working Group being drawn up and work to start on achieving a unified understanding of concept. |
| 12.3.2 | Continue to support Care Leavers in accessing education, employment or training opportunities | Currently an action plan is being developed to increase the opportunities for care leavers to access education, employment and training. |

N. B. There are now five status categories for actions which are:

-  Blue – Complete – where the action has been completed (regardless of whether this was on time or not)
-  Green – where the action has started, is not yet completed but is on schedule
-  Amber – where the action has not yet started, or where the action has been started but there is a possibility it may fall behind schedule
-  Red – where the action has not yet started but should have been or where the action has started but is behind schedule
-  N/A – where the action is not applicable anymore, for any reason.

Annex C also provides details of performance against relevant National Indicators this quarter, where data is available.

Section Three: Resources

Staffing

The remaining work resulting from the redundancies processes was concluded at the beginning of the quarter. This resulted in the 27 redundancies being made - 15 through the grant reductions and 12 through the closure of the Family Tree Nursery. This was fewer than initially anticipated due to successful redeployment activities and securing buy back from schools to protect certain service areas.

Work has continued through the development of an induction programme for the children's workforce. This has resulted in visits to local authorities who have piloted new induction programmes as well as reviewing the documents provided separately through the Children's Workforce Development Council. The next phase of work is to share the programme with workforce partners to ensure it is fit for purpose and avoids unnecessary duplication. This will then be presented to the Children's Partnership Board.

As a result of the number of the inspections the safer recruitment procedures are being reviewed. This includes ensuring all historical employment checks are held on the personal files.

Support provided to schools has been particularly busy during this period. This includes the process for Ranelagh to convert to academy status. This has resulted in a significant workload in ensuring the appropriate consultation arrangements were in place for the staff and trade unions. This, coupled with a review of the services offered, should provide a blue print for any future schools considering academy conversion.

The work for the 2011 Primary Teaching Pool has continued with over 150 applications received and 72 shortlisted for interview. The headteacher panel interviews held presented 36 successful applicants. From this there have been a total of 21 appointments to date. This method of recruiting newly qualified teachers in Bracknell Forest has proved successful and cost effective, with over 100 newly qualified teachers to schools in Bracknell Forest over the last 5 years. It has also given applicants a positive appreciation for support available in Bracknell Forest for newly qualified teachers, therefore enhancing the reputation as a good employer.

The team has continued to provide considerable support to a number of schools through the ongoing HR casework. This includes more intensive support for those schools in Ofsted categories. The recruitment activity during the period is the busiest part of the school year with the preparations being made to for the new academic year. This is seen with the level of contracts produced by the HR team for the new school year totalling over 600 during the period. This accounts for new starters and staffing variations. The recruitment activity in support for the new school at Jennett's Park has been concluded with all staffing posts filled. The volumes of applications for the school were considerable with some posts attracting over 100 applicants. The team has worked closely with the headteacher in order for this successful outcome to be achieved. One headteacher recruitment process was successfully concluded with a new headteacher appointed from outside Bracknell Forest.

Support was provided to schools in order to respond to the industrial action taken by teachers of two trade unions on 30 June 2011. This resulted in guidance notes being issued and the response to a number of questions regarding the impact or potential impact of the action. A number of internal updates were also provided for managers and Members. In all there were 15 schools closed whilst a further 5 were partially closed. The remaining 19 schools remained open. There were a total of 257 teachers taking part in this action.

See Annex A for more detailed information.

Budget

See Annex B for more detailed information on:

Revenue Budget

| | |
|----------|----------------------------|
| Annex B1 | Summary financial position |
| Annex B2 | Budget virements |
| Annex B3 | Budget variances |

Capital Budget

| | |
|----------|---|
| Annex B4 | Summary financial position and scheme status and target |
|----------|---|

Revenue

Current approved budget

The cash budget approved by the Council for the current financial year totalled £13.026m with £8.085m of recharges from other Departments and accounting adjustments. In addition to this amount, there is provisional Dedicated Schools Grant funding of £74.524m to fund the Schools Budget which is outside the control of the Council. Within this, £12.812m is managed by the Council on behalf of schools.

There have been a number of changes to the cash budget this period:

- Connexions budget carry forward £0.050m
- Education Initiatives Reserve budget carry forwards £0.150m
- Disaggregation of the Performance and Resources budget previously divided between CYPL and ASCH £0.276m
- Share of £0.100m growth for carers transferred from ASCH £0.020m
- Changes to employer National Insurance contributions £0.020m
- Revenue related maintenance previously in the capital programme £0.006m
- Savings from mileage payments at casual user rate (part year) -£0.008m
- Reset Early Intervention Grant (EIG) to confirmed amount -£0.019m
- Transfer EIG grant from CS and ASCH to CYPL - £0.032m
- Transfer in-year Music Grant allocation to the Corporate Contingency - £0.166m

In addition, a number of self balancing housekeeping virements, internal to CYPL have been made and these relate to:

- Revised grant notifications that require adjustments to expenditure and income profiles;
- Changes in Chief Officer management responsibilities;
- Changes to the Devolved Staffing Budget to reflect current staffing establishments;
- General housekeeping virements to align various budgets to spending plans.

The final budget for the year therefore totals £21.408m, with £13.323m in cash and £8.085m in recharges and accounting adjustments.

No changes have been made to the Schools Budget, other than the self balancing adjustments that reset the base budget to the plan agreed by the Executive Member.

Provisional outturn

At this early stage of the year, with numerous spending decisions yet to be taken or trends established, variances are only reported where they are certain, or there is the potential for a significant variance. On this basis, two significant variances are anticipated as set out below, with a number of smaller variances also reported.

- A £1.100m over spend on placements for looked after children (LAC). Increases in the number of placements – from 60 when the budget was set to 82 at the end of June - means a significant over spending will occur;
- Changes to government grant funding from April 2011 means that as well as full new year funding, the 2010-11 unspent Standards Fund grant will also have to be spent in 2011-12 or be returned. Service levels will be maintained at current levels, and therefore a one-off saving of £0.240m is anticipated through switching BFC funded costs to the Standards Fund carry forward.

In respect of the forecast over spending on LAC, a series of reviews are underway to identify actions that can be taken to manage down the increased expenditure whilst maintaining appropriate care. Provisional outcomes are expected in September.

Capital

Current approved budget

The cash budget approved by the Council for the current financial year totalled £6.151m. Subsequent to this, the Executive agreed that the £16.141m unspent balance from 2010-11 be made available in the current year. There has also been allocated a new Aiming High for Disabled Children grant of £.089. Therefore, the overall total capital budget amounts to £22.381m.

Provisional Outturn

As the contracts on most projects have yet to be agreed, and other projects still yet to start, no variance is anticipated at this stage. Annex B4 provides a summary financial position and current status and target for year end for each scheme.

Internal Audit Assurance

Two internal audit reports were issued with a limited assurance opinion this period.

A.) Offsite and Hazardous Activities

B.) Binfield CE Primary School

The Chief Officer; Strategy, Resources and Early Intervention will undertake follow up meetings with responsible officers to ensure appropriate actions are being taken.

Complaints received

| Stage | No. rec'd Q1 | Nature of complaints (bulleted list) | Action taken and lessons learned (bulleted list) |
|-------------------|--------------|---|--|
| Statutory stage 1 | 1 | <ul style="list-style-type: none"> Quality of report | <ul style="list-style-type: none"> Not yet completed |
| Statutory stage 2 | 1 | <ul style="list-style-type: none"> Standard of service | <ul style="list-style-type: none"> Complaint upheld, action learning set to take place. |

Explanation of complaint stages

Stage 1: Informal notification to, and attempt at resolution with, the team providing the service in question.

Stage 2: More formal contact (in writing or by phone) with the manager or chief officer responsible for the service. Attempted resolution is by investigation and written response to the complainant.

Stage 3: Formal written complaint to the relevant director. Attempted resolution involves investigation by the director or appointee and written response to the complainant.

Stage 4: Formal written complaint to the Chief Executive, who decides whether the complaint has been dealt with appropriately at each of the previous stages. If not, a review panel consisting of two independent persons and a Council Member is convened, at which the complainant may be present. The panel makes recommendations to the Chief Executive on whether to uphold the complaint and what remedial action should be taken.

Local Government Ombudsman: If the complainant remains unsatisfied at the end of Stage 4, s/he may contact the Local Government Ombudsman, who will review the case and form a judgment as to whether the complaint should be upheld.

Section Four: Forward Look

Forward Look

Quality assurance

We have a range of work that we are undertaking this year around Quality Assurance processes, this includes self assessment and testing our own systems to ensure that we are meeting best practice and also opening these to external challenge. This includes working with other Local Authorities to carry out peer review and challenge of services, as well as seeking expert opinion on specific processes to ensure they are streamlined and efficient. For example we have had a peer challenge of our adult learning which took place in January 2010 and has been helpful in assessing our processes and also in preparation for the Adult Learning Inspection in June. Likewise a peer review of our Youth Offending Service took place in 2010. We also have a peer review of our support for Key Stage 2 planned for July 2011.

Inspections

In the year 2011-12 we expect further Ofsted inspections. We have already been advised of a forthcoming Fostering Inspection in July 2011. We also have an Ofsted survey inspection in August. We are also expecting an inspection of Adoption Services and an Announced Inspection before the end of March 2012. We are already preparing for these inspections and in particular the Announced Inspection which will focus on all aspects of children's services, especially our support for more vulnerable young people.

Children's Services Annual Assessment

The annual assessment which usually reports at the end of the autumn will undergo some changes this year. The Coalition Government wanted the assessment to cease but as the requirement is part of statute it cannot cease without a formal repeal of the legislation. This year there will be no grading of each Local Authority and as a consequence no league table. The exact format of the assessment is not yet confirmed and it may continue in 2011 and possibly 2012. The assessment will continue to be based on the performance of a range of providers and services including schools and children's centres in Ofsted inspections.

Service Reviews

We have three reviews taking place these are: Special Educational Needs; the Youth Offer for young people and Targeted Support for young people at risk of exclusion in secondary schools and targeted support for vulnerable primary pupils. The reviews have all started each is being led by a Chief Officer, with support from relevant third tier officers and will report later this year.

Children's Social Care

Safeguarding

- **DV perpetrator service** - CSC are commissioning a domestic violence perpetrator's service to work with perpetrators who have children who have child protection plans or who may be in care proceedings. A small number of organisations have shown interest in providing this service and it is hoped that a service will be in place by September 2011.

- **Ofsted survey** - Children's social care have agreed to take part in a survey undertaken by Ofsted on 16th and 17th August.

Focus of the survey

- a) There is a strong professional consensus, expressed through the Monroe Review of child protection and the work of the Social Work Reform Board that the quality of a child's experience depends on having a well-trained and well-supported workforce. Ofsted's annual report in 2010 identified that some local authorities have been able to overcome challenges such as rising referrals, problems with electronic case recording and recruitment difficulties to deliver good quality services.
- b) This Ofsted survey will explore the range of organisational and personal factors which enable social workers to be well supported and to feel well supported in carrying out front line assessment, child in need and child protection work. The survey will also explore the ways in which effective support might be linked to achieving improved outcomes for children and young people.

Looked After Children

- The 'Life Chances Team' for looked after children is to be developed. This is a multi-agency 'virtual' team comprising of representatives of all the agencies working with looked after and vulnerable children. The aim of the Life Chances team is to improve the outcomes for looked after children through appropriate support for individuals and their carers.
- Bracknell Forest is one of the consortium of local authorities within the South East who are in the process of jointly commissioning Independent Foster Care Agencies to provide services that are cost effective and quality controlled. This will replace the tripartite arrangement that currently exists between Bracknell Forest, Reading and Wokingham unitary authorities.

Youth Offending Service

- An Improvement plan will be prepared to address the 6 recommendations in the HMIP CC Inspection report and submitted to HMIP within 4 weeks following publication of the report.
- Joint work (i.e. delivery of the 'behaviour change' group work programme) between YOS and teaching staff at Brackenhale School to address the behaviour of year 9 pupils at risk of permanent exclusion will be completed during Q2.
- YOS prevention service will be working in partnership with agencies locally to provide positive activities during the summer holidays for young people at risk of offending.

Learning Difficulties & Disabilities

- Breaks for Carers of Disabled Children Regulations (2011) places a duty on the Local Authority to, by 1st October 2011, in consultation with carers to prepare and publish "a short breaks services statement" setting out details of:

- a) The range of services provided in their area.
- b) Any criteria by which eligibility for those services will be assessed
- c) The range of services designed to meet the needs of carers in their area

This short break services statement will be completed for the Executive Member's agreement in quarter 2.

- Funding has been secured to create a part time post in CAMHS to provide expert advice and input to children with learning difficulties and disabilities and their families. This post has been advertised and interviews are due in July 2011.
- For the second year, Friends of EarlyBird, a parent led support group is organising a Family Fun Day on August 5th at Oakwood Youth Challenge. The event, attended by over 250 people last year, is opportunity for children with disabilities, their siblings and parents to do a variety of fun activities.

Learning and Achievement

- Initial work on planning events and activities related to the Olympics has started including an arts based event in 2012. This will include *A Sporting Chance* by Bob Chilcot, a choral work with dance and narration based on the Olympic and Paralympic values.
- Work will continue to support schools through supported self reviews and detailed analysis of the summer 2011 test and examination results.

Strategy, Resources and Early Intervention

Finance

- More detailed work on projected budget monitoring variances will be undertaken for the coming quarter, ensuring spending plans are in place for all budgets and that these are being reviewed and services structure accordingly. Significant time will also be required to support the capital programme as a number of major schemes will be under way or completing, including those associated with the creation of additional places for pupils at primary and secondary schools that are required to meet an increase in demand.
- The next quarter will also see initial workings on budget proposals for 2012-13, and these will need to take account of the much more challenging financial environment that the Department is likely to be working in.
- The finalisation of work associated with Ranelagh's conversion to an academy will also be undertaken. Following this piece of work, a detailed review will be put in place around charging schools for the services available from the Council to ensure full costs are recovered and that the current
- pricing policy is appropriate for the changing trading environment. The Council trades at over £3m per annum with schools and this is therefore significant.

Capital Programme

- The school capacity projects at Holly Spring Infant, Crown Wood and Sandy Lane Primary Schools are planned to be completed in September 2011, and these have ensured that there are sufficient pupil places for the 2011/12 academic year.
- The new Jennett's Park Primary School is planned to open to one form of entry in September 2011.
- The Kennel Lane redevelopment project is expected to start on site during the second quarter of 2011/12.

Performance and Governance

- The team are in the process of completing a further return to the DfE, this is the CiN Census [Children in Need] and is due for completion by the end of July. This is another significant return which provides important information about some of our more vulnerable children, and provides a picture of how well we are performing in supporting these children and young people.
- We have established a project team to help in the preparation for a full inspection of safeguarding and looked after children. This is a cross Department project, which is being led by the Chief Officer of Strategy, Resources and Early Intervention. Examples of work underway in the coming period includes developing case studies to demonstrate the impact of some of our services on children, young people and families, collating a range of relevant policies and documents, case file auditing.
- The team continues to support a range of activity across the Department, performance and data reports will be produced to assist effective performance management, partnership work continues in the shape of the Children and Young People's Partnership, it is intended that a newsletter describing the work of the Children and Young People's Partnership will be produced during this period.
- The LSCB will be producing an Annual Report, a requirement of guidance, the report will make recommendations for the Children and Young People's Partnership to consider in relation to its overall responsibility for improving outcomes for children and young people.

ICT

- Over the summer months the Schools support team will be mainly focused on the introduction of ICT equipment and software for the Primary Capital Programme for schools. This will be a busy time ensuring that all aspects of ICT are installed and working to an acceptable standard.
- Further upgrades will take place on the Education system and we will look to demonstrate to schools some of the benefits of a new reporting tool for SIMS, which will enable better analysis of information on assessment for staff.
- We hope to have tested and imported data from the Local Land and Property Gazetteer into the Children's Social Care system.

Human Resources

- The work will conclude for the Primary Newly qualified Teaching Pool. This will provide schools further teacher recruitment options towards the end of the Summer Term.
- A review of the recruitment and retention of social workers will be undertaken to ensure the Council remains competitive within the market. This will include reviewing the various employment routes to becoming a social worker.
- The team will continue to support the recruitment activity for the department and for one remaining head teacher vacancy.
- There is still considerable work to be undertaken through the conversion of Ranelagh to academy status. This will continue during quarter 2 where we all the staffing arrangements will be concluded. The intensive work involved with this process will be used as a template should any further schools look to convert to academies.
- Further development of the common induction programme will be undertaken with a view to present as a workable solution across the children's workforce.

Youth Service

- The service is involved in a thorough review of provision in light of financial pressures on the department. This involves discussion with other members of the department and our partners.
- The sexual health provision offered by the service is seeking to continue to expand its provision. An additional secondary school is finalising arrangements for a weekly session in the new school year and it is also hoped that a session can be offered in the town centre through another partner organisation. This would bring the total number of drop in sessions available each week to 6, representing a 100% increase since the beginning of the reporting year.
- We will be attempting to identify a more effective partner to help deliver courses for young people who are NEET. Such courses will offer intensive development of individuals to make them work ready and motivate them to identify a suitable route to employment, education or training.
- The Youth Service will deliver its summer activities programme. This is now well publicised amongst young people and offers a variety of activities in youth centres, local parks and through local leisure providers. Vulnerable young people have been targeted with information and, where appropriate, bespoke arrangements made to ensure access is available. The service is also exploring ways of targeting vulnerable young people to encourage increased access to positive activities throughout the year.

Commissioning

- Re-commissioning of services for young carers will be completed in September

Early Years, Childcare and Play

- Proposed behaviour management project- this will be overseen by an Ed Psych working in partnership with 2 members of the EYFS team. The initial pilot project will involve 2 nursery settings
- 4 more settings will join the ECaT project in September
- Some changes in support from the EYFS team ensuring that we are targeting support where needed
- Children's Centres - All Children's Centres are developing impact and evaluation tools to ensure outcomes are measured and value for money.
- Child Poverty - Special Project Three - As a result of the teacher training programme there will be some discussions with the University to consider changes to their PGCE and GTP. Also to relook at the CPD programme to try and include support on understanding how poverty impacts on children's learning.
- Child Poverty Strategy - To implement strategy action plan.

Annex A: Staffing information

Staffing Levels

| | Establishment Posts | Staffing Full Time | Staffing Part Time | Total Posts FTE | Vacant Posts | Vacancy Rate |
|--|---------------------|--------------------|--------------------|-----------------|--------------|--------------|
| Directorate | 2 | 1 | 1 | 1.8 | 0 | 0 |
| Learning & Achievement | 137 | 52 | 85 | 91.97 | 4 | 2.8 |
| Children's Social Care | 126 | 78 | 48 | 106.62 | 7 | 5.2 |
| Strategy, Resources and Early Intervention | 191 | 112 | 79 | 121.49 | 5 | 2.5 |
| Department Totals | 456 | 243 | 213 | 321.88 | 16 | 3.3 |

Staff Turnover

| | | |
|------------------------|---------------|-------|
| For the quarter ending | 30 June 2011 | 4.3 |
| For the year ending | 31 March 2012 | 23.09 |

Total turnover for BFC, 2010/11: 16.4% excluding schools
 Median turnover all employers 1 Jan to 31 Dec 2009: 13.5%
 Median turnover for public services 1 Jan to 31 Dec 2009: 8.6%
 (Source: Chartered Institute of Personnel and Development survey 2010)

The Early Years section has moved from CSC to SR&EI

There have been a few redundancies during this quarter which explains the change in staffing figures for L&A

Sickness Absence

Staff Sickness

| Section | Total staff | Number of days sickness | Quarter 1 average per employee | 2011/12 projected annual average per employee |
|--|-------------|-------------------------|--------------------------------|---|
| Directorate | 2 | 0 | 0 | 0 |
| Learning & Achievement | 137 | 105.5 | 0.77 | 3.08 |
| Children's Social Care | 126 | 266.5 | 2.11 | 8.46 |
| Strategy, Resources and Early Intervention | 191 | 164 | 0.85 | 3.4 |
| Department Totals (Q1) | 456 | 536 | 1.17 | |
| Projected Totals (11/12) | 456 | 2144 | | 4.7 |

Staff Sickness Comparators

| Comparator data | All employees, average days sickness absence per employee |
|--|---|
| Bracknell Forest Council 2010/11 | 5.22 days |
| All sectors employers in South East 2009 (Source: Chartered Institute of Personnel and Development survey 2010) | 7.7 days |
| All Local Government Employers in South East 2009 | 10.3 days sickness per FTE |

Annex B: Financial information

Annex B1

| CHILDREN, YOUNG PEOPLE AND LEARNING DEPARTMENT - APRIL/MAY 2011 | | | | | | | | | |
|---|----------------------------|---------------------------------|------------|-------------------------------|-----------------------|-----------------------------------|---------------------------|------|---------------------------------|
| | Original Cash Budget | Virements & Budget C/Fwds | NOTE | Current Approved Budget | Spend to Date % | Variance Over/(Under) Spend | Variance This Month | NOTE | Variance Supported by CMT |
| | £000 | £000 | | £000 | % | £000 | £000 | | £000 |
| CHILDREN, YOUNG PEOPLE AND LEARNING DEPARTMENT | | | | | | | | | |
| Director | | | | | | | | | |
| Departmental Management Team | 477 | 140 | a, e | 617 | 15% | -10 | -10 | 1 | 0 |
| Advice for 13-19 year olds | 747 | 0 | a, b | 747 | 11% | 0 | 0 | | 0 |
| | 1,224 | 140 | | 1,364 | 13% | -10 | -10 | | 0 |
| CO - Learning and Achievement | | | | | | | | | |
| Standards Fund | 94 | -94 | a | 0 | 0% | -240 | -240 | 2 | 0 |
| School Improvement, Music and Governor Services | 1,271 | -183 | a, d, e | 1,088 | -12% | 0 | 0 | | 0 |
| Adult Education | -44 | 77 | a, e | 33 | -334% | 0 | 0 | | 0 |
| Education Psychology | 426 | -92 | e | 334 | 21% | 0 | 0 | | 0 |
| Education Welfare and Support | 314 | 186 | e | 500 | 8% | 0 | 0 | | 0 |
| | 2,061 | -106 | | 1,955 | -14% | -240 | -240 | | 0 |
| CO - Children & Families: Social Care | | | | | | | | | |
| Children's Services & Commissioning | 1,651 | 4 | a, e | 1,655 | 15% | 0 | 0 | | 0 |
| Children Looked After | 3,927 | -188 | e | 3,739 | 12% | 1,100 | 1,100 | 3 | 0 |
| Family Support Services | 1,181 | 291 | c, e | 1,472 | 13% | 0 | 0 | | 0 |
| Youth Justice | 302 | 33 | a, e | 335 | 9% | 0 | 0 | | 0 |
| Other children's and family services | 1,116 | 87 | a, e | 1,203 | 13% | 0 | 0 | | 0 |
| Change for children | 184 | -184 | a, b | 0 | 0% | 0 | 0 | | 0 |
| Early Years, Childcare and Play | 2,309 | -2,309 | a | 0 | 0% | 0 | 0 | | 0 |
| Management and Support Services | 48 | 0 | a | 48 | -32% | 0 | 0 | | 0 |
| | 10,718 | -2,266 | | 8,452 | 12% | 1,100 | 1,100 | | 0 |
| CO - Strategy, Resources and Early Intervention | | | | | | | | | |
| Early Years, Childcare and Play | 0 | 2,022 | a, e | 2,022 | 11% | 0 | 0 | | 0 |
| Youth Service | 957 | 72 | a, e | 1,029 | 11% | -20 | -20 | 4 | 0 |
| Performance and Governance | 521 | 121 | a, c, e | 642 | 18% | 0 | 0 | | 0 |
| Finance Team | 322 | 120 | a, b, c, e | 442 | 14% | 0 | 0 | | 0 |
| Human Resources Team | 149 | 89 | a, c, e | 238 | -27% | -30 | -30 | 4 | 0 |
| Property and Admissions | 174 | 136 | a, c, e | 310 | 20% | 0 | 0 | | 0 |
| Information Technology Team | 298 | -6 | a, c, e | 292 | 45% | 0 | 0 | | 0 |
| Extended services and support to families | 317 | 84 | a, e | 401 | 9% | -64 | -64 | 4 | 0 |
| School related expenditure | 209 | 130 | b | 339 | -123% | 22 | 22 | 4 | 0 |
| Seymour House Office Services | 105 | 34 | a, c, e | 139 | -6% | 0 | 0 | | 0 |
| Leadership Team and Support | 221 | -221 | a, c | 0 | 0% | 0 | 0 | | 0 |
| | 3,273 | 2,581 | | 5,854 | 4% | -92 | -92 | | 0 |
| Early Intervention Grant | -4,250 | -52 | c, d | -4,302 | 26% | 0 | 0 | | 0 |
| TOTAL CYP&L DEPARTMENT CASH BUDGET | 13,026 | 297 | | 13,323 | 0 | 758 | 758 | | 0 |
| TOTAL RECHARGES & ACCOUNTING ADJUSTMENTS | 8,085 | 0 | | 8,085 | 0% | 0 | 0 | | 0 |
| GRAND TOTAL CYP&L DEPARTMENT | 21,111 | 297 | | 21,408 | 0% | 758 | 758 | | 0 |
| Memorandum items: | | | | | | | | | |
| Devolved Staffing Budget | | | | 10,032 | | -74 | -74 | | 0 |

CHILDREN, YOUNG PEOPLE AND LEARNING DEPARTMENT - APRIL/MAY 2011

| | Original Cash Budget | Virements & Budget C/Fwds | NOTE | Current Approved Budget | Spend to Date % | Variance Over/(Under) Spend | Variance This Month | NOTE | Variance Supported by CMT |
|--|----------------------------|---------------------------------|------|-------------------------------|-----------------------|-----------------------------------|---------------------------|------|---------------------------------|
| | £000 | £000 | | £000 | % | £000 | £000 | | £000 |
| <u>Schools Budget - 100% grant funded</u> | | | | | | | | | |
| <u>Delegated and devolved funding</u> | | | | | | | | | |
| Delegated School Budgets | 65,514 | 1,676 | f | 67,190 | 13% | 0 | 0 | | 0 |
| School Grants - Income | -5,142 | -106 | f | -5,248 | 16% | 0 | 0 | | 0 |
| | 60,372 | 1,570 | | 61,942 | 13% | 0 | 0 | | 0 |
| <u>LEA managed items</u> | | | | | | | | | |
| SEN provisions and support services | 5,788 | -141 | f | 5,647 | 3% | 0 | 0 | | 0 |
| Education out of school | 1,011 | 0 | | 1,011 | 15% | 0 | 0 | | 0 |
| Pupil behaviour | 527 | 0 | | 527 | 11% | 0 | 0 | | 0 |
| School staff absence and other items | 1,364 | 288 | f | 1,652 | 92% | 0 | 0 | | 0 |
| Combined Service Budgets | 605 | -14 | f | 591 | 9% | 0 | 0 | | 0 |
| Early Years provisions and support services | 2,597 | 483 | f | 3,080 | 6% | -128 | -128 | 5 | 0 |
| Support to schools in financial difficulty | 204 | 100 | f | 304 | 0% | -100 | -100 | 6 | 0 |
| Standards Fund LA Managed | 72 | -72 | f | 0 | 0% | 0 | 0 | | 0 |
| | 12,168 | 644 | | 12,812 | 17% | -228 | -228 | | 0 |
| <u>Growth to be allocated</u> | | | | | | | | | |
| | 992 | -992 | f | 0 | 0% | 0 | 0 | | 0 |
| <u>Dedicated Schools Grant</u> | | | | | | | | | |
| | -73,532 | -992 | f | -74,524 | 20% | 40 | 40 | 7 | 0 |
| <u>Change in balances</u> | | | | | | | | | |
| | 0 | -230 | f | -230 | 0% | 0 | 0 | | 0 |
| TOTAL - Schools Budget | 0 | 0 | | 0 | 0% | -188 | -188 | | 0 |

Children, Young People and Learning Virements and Budget Carry Forwards

| Note | Total | Explanation |
|----------|-------|---|
| | £'000 | |
| | | <u>DEPARTMENTAL CASH BUDGET</u> |
| a | | <u>House keeping virements</u> |
| | 0 | A number of net nil effect virements are proposed. These include resetting devolved staffing budgets, making adjustments in the light of revised grant notifications that require adjustments to expenditure and income profiles, and a range of other housekeeping adjustments to align budgets to new year spending plans. There have also been a number of changes to budget responsibilities following a restructure within the Department, including changes to the summary reporting lines. |
| | | Two permanent changes are also proposed to increase the devolved staffing budget, both of which have been agreed by the Executive Member and result in bringing services in-house for reasons of cost reductions. This relates to the Family Information Service and the Sub Regional Group for education for 16-19 year olds. |
| b | | <u>Budget carry forwards</u> |
| | | The following carry forwards have been agreed. |
| | 50 | Connexions |
| | 150 | Education Initiatives Reserve |
| c | | <u>Inter Department Adjustments</u> |
| | | A number of inter-Departmental budget adjustments have been agreed. |
| | -20 | Transfer of Corporate Services Early Intervention Grant - Children's Social Care Workforce Training |
| | -12 | Transfer of ASCH Early Intervention Grant - Youth Substance Misuse |
| | 276 | Performance and Resources disaggregation from ASCH |
| | 20 | Share of budget growth for young carers from ASCH |
| d | | <u>Transfers to contingency</u> |
| | | There have been adjustments to two grants since the final budget was set, with additional income being transferred to the contingency. |
| | -19 | Reset Early Intervention Grant budget to final confirmed amount of grant |
| | -166 | Transfer new Music Grant to contingency |

| Note | Total | Explanation |
|-------------|--------------|---|
| e | £'000 | <p><u>Non-Departmental adjustments</u></p> <p>A number of budgets, originally held as a global non-Departmental amount have now been allocated to individual Departments.</p> <p>-8 Introduction of casual user travel rate for all staff 20 Changes to employer National Insurance contributions 6 Revenue related planned maintenance jobs previously included in capital programme</p> |
| | 297 | Total |
| | | <u>DEPARTMENTAL NON-CASH BUDGET</u> |
| | 0 | No changes to report. |
| | 0 | Total |
| f | | <p><u>SCHOOLS BUDGET</u></p> <p><u>Virements</u></p> <p>The Council Budget setting process agreed that the allocation of budgets to individual lines of the Schools Budget could be agreed by the Executive Member, up to the level of anticipated grant income. The original budget approved by the Council was on a provisional basis and adjustments are now reported to reflect the changes agreed by the Executive Member, all of which were supported by the Schools Forum or relate to resetting grant income to confirmed amounts where estimates were used in the original budget.</p> |
| | 0 | Total |

Children, Young People and Learning Budget Variances

| Note | Reported variance £'000 | Explanation |
|------|----------------------------|--|
| | | <u>DEPARTMENTAL BUDGET</u> |
| | | <u>Director</u> |
| 1 | -10 | A saving will occur as a result of the short term vacancy in the position of Chief Officer: Children's Social Care. |
| | | <u>CO - Learning and Achievement</u> |
| 2 | -240 | Changes to grant funding from April 2011 and the mainstreaming of school grants into the Dedicated Schools Grant has resulted in the 2010-11 unspent grant that can be spent up to 31 August 2011 being available as an under spending. The carry forward would ordinarily be used to fund services from April to August, but the new funding arrangements provide for full year funding from April, meaning a saving can be made. |
| | | <u>CO - Children & Families: Social Care</u> |
| 3 | 1,100 | <p>The budget for caring for looked after children (LAC) has reduced by £1.6m over the past 3 years reflecting reduced numbers of placements and greater control over average costs. Towards the end of last year, after the budget for 2010-11 had been set, there was an increase in the number of LAC placements and the 2010-11 budget eventually over spent by £0.495m.</p> <p>The increase in number of placements has continued through the early part of the current financial year. Compared to the historical low number of 60 high cost LAC placed in September 2010 when the budget savings were agreed, numbers have increased to 82 at the end of June.</p> <p>It has been possible to accommodate over half the increase in placements (12) within BF fostering, which is the most cost effective at an average cost of £0.016m. However, the remaining increase, because their needs could not be met in-house, have had to be placed with more expensive Independent Fostering Agencies, or Residential Children's Homes. Approximately 4 extra placements have been made in each type of provision at an average cost of £0.050m and £0.150m respectively. Of the more expensive residential placements, 1 was made in March, 2 in April and 1 more in June.</p> |

| Note | Reported variance £'000 | Explanation |
|------|----------------------------|--|
| 4 | -92 | <p>Numbers of BF LAC per 10,000 children 0 – 18 remain at around 33 per 10,000. The national average is 58 per 10,000 and the South East Regional average is 45 per 10,000. Within Berkshire, Bracknell Forest is the second lowest of the 6 Berkshire Unitary Authorities and has remained stable for the last two years, although there has been a 10% increase over the last four years. However, we have seen a significant increase in care proceedings where we are applying to court for Care Orders as a result of abuse or neglect. Currently this is 23 children of our Looked After population.</p> <p>Within Bracknell Forest there are now 84% more children with in-house foster carers than there were in March 2007 – from 26 to 48 children. This is a result of improved recruitment and assessment and support offered to Bracknell foster carers who are now managing significantly more complex children than previously.</p> <p><u>CO - Strategy, Resources and Early Intervention</u></p> <p>A number of variances are anticipated in SR&EI. By bringing in-house the Family Information Service, a saving of £0.064m is anticipated. A further saving of £0.030m is expected on recruitment and training costs as a result of a slow down in recruitment activity. There will also be a £0.020m saving across the Youth Service, from a mixture of supplies and services and additional income. Finally, an over spending of £0.022m is anticipated on education transport following the withdrawal of a grant to transport post 16 SEN pupils to non-maintained schools, as there was insufficient time to consult users on withdrawal of the service.</p> |
| | 758 | Grand Total Departmental Budget |
| | 0 | <p><u>DEPARTMENTAL NON-CASH BUDGET</u></p> <p>No variances to report</p> |
| | 0 | Grand Total Departmental Non-Cash Budget |

| Note | Reported variance £'000 | Explanation |
|------|----------------------------|---|
| | | <p data-bbox="539 327 823 360"><u>SCHOOLS BUDGET</u></p> <p data-bbox="539 394 1433 663">The Schools Budget is a ring fenced account, fully funded by external grants, the most significant of which is the Dedicated Schools Grant. Any under or overspending remaining at the end of the financial year must be carried forward to the next year's Schools Budget and as such has no impact on the Council's overall level of balances. 2011-12 is a one-year budget settlement pending a significant review of Education Funding, which is expected to be implemented from 2012-13.</p> <p data-bbox="539 696 1166 730"><u>Early Years provisions and support services</u></p> <p data-bbox="272 763 1414 898">5 -128 In the same way that a saving can be made on the LA budget from changes arising from mainstreaming school grants, the 2010-11 Early Years grant carry forward will duplicate funding received under the new arrangements and therefore a saving can be made.</p> <p data-bbox="539 931 1129 965"><u>Support to schools in financial difficulties</u></p> <p data-bbox="272 999 1426 1200">6 -100 The Council is in discussions with one school in relation to the need to provide additional financial support to ensure education achievement targets are met. Therefore, at this stage, it seems that a saving will be made against the budget allocation which anticipated an increase in the number of schools experiencing financial difficulties.</p> <p data-bbox="539 1234 608 1267"><u>DSG</u></p> <p data-bbox="272 1301 1433 1570">7 40 With Ranelagh expected to convert to an academy from August, the DfE will recoup money from service budgets managed by the Council for all schools, to pass on to Ranelagh which will then, for the first time, be responsible for their provision. At this stage the precise amount of reduction is under negotiation, with a sum of £0.040m considered the likely amount. It may be possible to reduce the net impact from any budget reduction through additional sales of services to the school.</p> |
| | -188 | Grand Total Schools Budget |

Children, Young People and Learning Capital Monitoring
2011-12 monitoring at 31 May 2011

| Cost Centre Description | Approved Budget for the Year (£'000) | Cash Budget 2011/12 (£'000) | Expenditure to Date (£'000) | Estimated Total Funding Required for the Year (£'000) | Cash Budget 2012/13 (£'000) | (Under) / Over Spend against Approved Budget (£'000) | Key Target for 31 March 2012 | Current status of the project including changes to Cash Profile |
|---|--------------------------------------|-----------------------------|-----------------------------|---|-----------------------------|--|------------------------------|---|
| Brakenhale Projects | 3.8 | 3.8 | 2.3 | 3.8 | 0.0 | 0.0 | Complete. | Final works underway |
| Eddbarrow - additional places and post 16 | 398.2 | 398.2 | -32.0 | 398.2 | 0.0 | 0.0 | Complete. | Phase 1 almost complete, Phase 2 on site |
| Rebuild of Garth Hill College | 1,639.8 | 839.8 | 194.6 | 839.8 | 800.0 | 0.0 | Complete | Final fees & retentions to pay |
| Kennel Lane Rebuild | 3,763.2 | 3,673.2 | 41.7 | 3,673.2 | 90.0 | 0.0 | Complete | Mobilisation |
| College Hall Security | 28.3 | 28.3 | 0.0 | 28.3 | 0.0 | 0.0 | Complete. | Phase 2 in progress |
| 14-19 Diplomas Contingency | 5.1 | 5.1 | 0.0 | 5.1 | 0.0 | 0.0 | Complete | To be allocated |
| 14-19 Diplomas Easthamstead Park | 92.8 | 92.8 | 37.5 | 92.8 | 0.0 | 0.0 | Complete | In progress. Scheme managed by school. |
| 14-19 Diplomas Wick Hill | 32.4 | 32.4 | 10.4 | 32.4 | 0.0 | 0.0 | Complete | On site |
| Brakenhale Capacity Works | 739.4 | 225.0 | 9.7 | 225.0 | 514.4 | 0.0 | Phase 2 Complete | Phase 2 Mobilisation |
| Section 106 Developer Contributions | 29.0 | 29.0 | 0.0 | 29.0 | 0.0 | 0.0 | In progress. | Most schemes agreed by Executive Member. |
| School Improvements | 6,732.1 | 5,327.6 | 264.3 | 5,327.6 | 1,404.4 | 0.0 | | |
| Eddbarrow School | 25.0 | 25.0 | 10.0 | 25.0 | 0.0 | 0.0 | Complete | In progress |
| Specialist Schools Capital | 25.0 | 25.0 | 10.0 | 25.0 | 0.0 | 0.0 | | |
| Devolved Capital | 1,907.1 | 950.0 | 64.5 | 950.0 | 957.0 | 0.0 | | |
| Holly Spring Infant & Junior | 2,863.3 | 2,199.0 | 323.1 | 2,199.0 | 664.3 | 0.0 | Phase 1 & 2 complete | Phase 1 & 2 on site |
| Meadow Vale Primary | 3,464.2 | 2,261.9 | 15.0 | 2,261.9 | 1,202.3 | 0.0 | Phase 1 on site | Procurement |
| Crown Wood Primary | 501.6 | 501.6 | 8.4 | 501.6 | 0.0 | 0.0 | Phase 2 & 3 complete | On site |
| Sandy Lane Primary | 1,173.1 | 826.4 | 9.1 | 826.4 | 346.7 | 0.0 | Phase 3 complete | Phase 3 on site |
| Owlsmoor Primary Suitability (Modernisation) | 1,551.8 | 701.2 | 2.2 | 701.2 | 850.6 | 0.0 | In progress | In design |
| Cranbourne School Meal Kitchen | 298.9 | 298.9 | 5.0 | 298.9 | 0.0 | 0.0 | Complete | Procurement |
| Jennetts Park Primary School | 684.0 | 684.0 | 20.9 | 684.0 | 0.0 | 0.0 | Building complete | On site |
| New Scotland Hill Extended School | 136.8 | 136.8 | 2.3 | 136.8 | 0.0 | 0.0 | Complete | In progress |
| Cranbourne Extended School | 94.6 | 94.6 | 52.0 | 94.6 | 0.0 | 0.0 | Complete | On site |
| Holly Spring Extended School | 50.0 | 0.0 | 0.0 | 0.0 | 50.0 | 0.0 | In progress | In progress |
| Children's Centres & Early Years Developments | 0.1 | 0.0 | -11.9 | 0.0 | 0.1 | 0.0 | Complete | Retentions outstanding |
| Primary Capital Strategy for Change | 10,818.4 | 7,704.4 | 426.3 | 7,704.4 | 3,114.0 | 0.0 | | |
| SCHOOL PROJECTS | 19,482.6 | 14,007.0 | 765.1 | 14,007.0 | 5,475.4 | 0.0 | | |
| Percentages | | | 5.5% | 100.0% | | 0.0% | | |

| Cost Centre Description | Approved Budget for the Year (£'000) | Cash Budget 2011/12 (£'000) | Expenditure to Date (£'000) | Estimated Total Funding Required for the Year (£'000) | Cash Budget 2012/13 (£'000) | (Under) / Over Spend against Approved Budget (£'000) | Key Target for 31 March 2012 | Current status of the project including changes to Cash Profile |
|---|--------------------------------------|-----------------------------|-----------------------------|---|-----------------------------|--|------------------------------|---|
| Disabled Access (SENDA & DDA Legislation) | 303.4 | 250.0 | 7.6 | 250.0 | 53.4 | 0.0 | In progress. | Rolling programme. |
| Access for Disabled (Schools) | 303.4 | 250.0 | 7.6 | 250.0 | 53.4 | 0.0 | In progress. | Rolling Programme |
| Fire Risk Assessments | 334.0 | 300.0 | 0.0 | 300.0 | 34.0 | 0.0 | In progress. | Rolling Programme |
| Fire Risk Assessments (Schools) | 334.0 | 300.0 | 0.0 | 300.0 | 34.0 | 0.0 | In progress. | Rolling Programme |
| Planned Maintenance (Schools) | 1,711.9 | 900.0 | 96.0 | 900.0 | 811.9 | 0.0 | In progress. | Rolling Programme |
| Planned Maintenance (Non Schools) | 12.9 | 12.9 | 13.8 | 12.9 | 0.0 | 0.0 | Complete | Complete |
| Planned Maintenance (Non Schools) | 12.9 | 12.9 | 13.8 | 12.9 | 0.0 | 0.0 | Complete | Complete |
| ROLLING PROGRAMME | 2,362.1 | 1,462.9 | 117.4 | 1,462.9 | 899.3 | 0.0 | | |

Percentages

8.0%

100.0%

0.0%

| | | | | | | | | |
|---|--------------|--------------|-------------|--------------|-------------|------------|-------------|--|
| Capita One (EMS) Upgrade | 117.9 | 55.0 | 0.0 | 55.0 | 62.9 | 0.0 | In progress | Modules for upgrade identified, implementation in progress |
| ICT Harnessing Technology Education ICT | 144.7 | 144.7 | 20.0 | 144.7 | 0.0 | 0.0 | Complete | In progress |
| | 14.7 | 14.7 | 0.0 | 14.7 | 0.0 | 0.0 | Complete. | Projects being evaluated |
| ICT projects | 277.3 | 214.4 | 20.0 | 214.4 | 62.9 | 0.0 | | |
| South Bracknell Youth Centre / 1 Great Hollands | 129.4 | 129.4 | 25.2 | 129.4 | 0.0 | 0.0 | Complete | In progress |
| Youth Service Website Development | 29.8 | 29.8 | 0.0 | 29.8 | 0.0 | 0.0 | Complete | Under review |
| Youth Facilities | 159.2 | 159.2 | 25.2 | 159.2 | 0.0 | 0.0 | | |
| Retentions | 0.8 | 0.8 | 1.8 | 0.8 | 0.0 | 0.0 | | |
| Aiming High for Disabled Children | 88.6 | 88.6 | -1.0 | 88.6 | 0.0 | 0.0 | In progress | School managed projects at various stages of progress |
| Children's Play Programme | 10.3 | 10.3 | 0.0 | 10.3 | 0.0 | 0.0 | Complete. | New grant received. Options being evaluated. |
| Other | 98.9 | 98.9 | -1.0 | 98.9 | 0.0 | 0.0 | Complete. | Under review |
| OTHER PROJECTS | 536.1 | 473.3 | 46.0 | 473.3 | 62.9 | 0.0 | | |

Percentages

9.7%

100.0%

0.0%

| | | | | | | | | |
|--------------------------------|-----------------|-----------------|--------------|-----------------|----------------|------------|--|--|
| TOTAL CAPITAL PROGRAMME | 22,380.9 | 15,943.2 | 928.5 | 15,943.2 | 6,437.6 | 0.0 | | |
|--------------------------------|-----------------|-----------------|--------------|-----------------|----------------|------------|--|--|



Percentages






5.8%








100.0%








0.0%







Annex C: Progress against Service Plan actions




| MTO1 - To build a vibrant Bracknell town centre that residents are proud of | | | | |
|---|----------|---|--------------|--|
| Detailed Action | Due Date | Owner Status | Last Updated | Comments |
| 1.5 ensuring local people gain the skills for employment in the new town centre | | | | |
| 1.5.1 Develop service provision to meet existing local needs in Bracknell Forest to enable more adults to be able to enter the job market | | CYPL  | | Grow Our Own being built into part of ACL service. Programme for 11/12 in process of being finalised ready for start in September. Intermediary with JCP. JCP referrals falling since April 11 when Work programme contractors announced. |
| MTO4 - To keep Bracknell Forest clean and green | | | | |
| Detailed Action | Due Date | Owner Status | Last Updated | Comments |
| 4.8 Implement the local climate change action plan, in line with the Nottingham Declaration | | | | |
| 4.8.11 Develop learners' awareness of the environment and climate change through geography and cross curricular activities. Incorporate environmental and climate change themes in inter/intra school collaborative projects e.g. music/dance | | CYPL  | | Work continues to develop children and young people's understanding of the impact of environmental issues on the climate. This is embedded in the taught geography curriculum as well as being addressed in science. Energy audits in schools have also highlighted issues of sustainability for pupils. |
| MTO5 - To improve health and wellbeing within the borough | | | | |
| Detailed Action | Due Date | Owner Status | Last Updated | Comments |
| 5.1 Developing and implementing a comprehensive health strategy for the Borough with partners, which identifies clear priorities and actions to address local health inequalities, and to improve health and well-being | | | | |







| | | | | |
|--|-------------|---|--|--|
| <p>5.1.12 Monitor the outcome priority in the new Children and Young Peoples Joint Strategic Plan – 'Improve physical and emotional health and wellbeing from conception to birth and throughout life'</p> | <p>CYPL</p> |  | | <p>Creating Opportunities, the Joint strategic Plan for Children and Young People in Bracknell Forest was published on 1 April. Work has been underway to identify a more detailed action plan to ensure effective monitoring of the priorities and to look at where activity to support improved health outcomes is undertaken. The detailed action plan will enable the CYP Partnership to monitor a wide range of activity. The CYP Partnership Board discussed the Teenage Pregnancy and Sexual Health indicators at its meeting in June, and a workshop is planned for July to look further at what is happening on the ground. This will help with the development of a Teenage Pregnancy and Sexual Health Strategy. Work has also been underway to identify indicators for health which will be included in the Council's new performance framework.</p> |
| <p>5.1.13 Increase the take up of school lunches in Primary schools</p> | <p>CYPL</p> |  | | <p>Programme of measures in hand with the school meals provider in schools</p> |
| <p>5.1.14 Increase the take up of free school meals</p> | <p>CYPL</p> |  | | <p>From September 2011 the validation of eligibility and the application process for Free School Meals has been centralised into the School Admissions Team. This will allow parents to apply on line and receive a quick response without the need to approach schools. We hope that this will mean that those who may be entitled but not previously wanted to apply will now see this as an easier way to check their eligibility.</p> |
| <p>5.6 Working with health partners to improve mental health services for children and young people</p> | | | | |
| <p>5.6.1 Implement the updated CAMHS Strategy in conjunction with local partners</p> | <p>CYPL</p> |  | | <p>Work on the priorities for development in the CAMHS Strategy has continued and members in the CAMHS Partnership are well engaged.</p> |
| <p>5.6.2 Deliver the Targeted Mental Health in Schools (TAMHS) Programme in line with the approved development plan</p> | <p>CYPL</p> |  | | <p>The Project schools have been completing their targeted interventions ahead of further online assessment for evaluation, for which they will receive</p> |

| | | | | | | | training in data analysis from Dr Robin Banerjee. BF schools have begun to access the Roll Out of the Emotional First Aid training and to receive and review the "Getting the Lowdown" (DVD Rom) Emotional Well-Being resource. |
|---|--|-----------------|--|---------------------|---|--|---|
| MTO6 - To improve outcomes for children and families through the Children and Young People's Plan | | | | | | | |
| Detailed Action | | Due Date | Owner/Status | Last Updated | Comments | | |
| 6.1 Ensuring all schools are good schools and continuing to raise standards | | | | | | | |
| 6.1.1 Deliver the priority outcome in the Children and Young People's Strategic Plan- 'Raise levels of attainment and pupil progress across all phases of learning for all pupils' | | | CYPL  | | Early indicators are that performance at the end of Key Stage 2 and Key Stage 4 will see further improvement this year. | | |
| 6.1.2 Support and train school leaders, including governors, to evaluate school, group and individual attainment and progress and secure continues improvement | | | CYPL  | | A substantial course for governors on self- evaluation has continued to be highly rated by those attending and has now involved more schools. Headteachers have received further guidance on evaluating school performance. | | |
| 6.1.3 Support providers in the development of co-ordinated delivery (including timetable models, policies and procedures and Diploma Development Groups) in line with 14-19 Strategy and Gateway 3 submission | | | CYPL  | | | | |
| 6.1.4 Further develop the commissioning of post 16 provisions | | | CYPL  | | Programme in place linked to changed national priorities | | |
| 6.1.5 Increase participation in physical education within the curriculum and further develop links with local clubs, strengthen leadership and encourage opportunities for competition | | | CYPL  | | Good progress continues on the indicator. | | |
| 6.1.6 Ensure that all schools are engaged in the National Health Schools Programme | | | CYPL  | | Good progress continues with his programme which has been adapted in light of recent changes to the scheme. | | |
| 6.1.7 Implement a programme of family learning courses appropriate to local needs to enable parents an carers to better support their child's learning | | | CYPL  | | Family Learning programmes for academic year 10/11 are now complete. A range of tasters to 30 hour and 60 hour courses have taken place. 310 learners to date | | |







| | | | | | | |
|---|------------|--|------|---|--|--|
| 6.1.8 Continue to reduce the numbers of permanent exclusion in Secondary Schools | | | CYPL |  | | have taken part in a Family Learning programme. Currently on target to reduce exclusion |
| 6.10 Implementing the Primary Capital Strategy and developing facilities in secondary and special schools | | | | | | |
| 6.10.1 Implement the projects under the Primary Capital Strategy for change | | | CYPL |  | | Programme in progress with works on site at Holly Spring, Sandy Lane and Crown Wood schools |
| 6.11 Increasing range of support available for parents by implementing the actions set out in the Parenting Strategy, 'Strong Foundations' | | | | | | |
| 6.11.1 Work with partners to develop a new Family and Parenting Strategy | | | CYPL |  | | The Family and Parenting Strategy has been on hold and a decision has now been made to incorporate into a wider Early Intervention Strategy. |
| 6.11.2 Develop Family Information Services | 30/09/2011 | | CYPL |  | | Family Information Service provided directly by Council since 1 April. Sound processes established and statutory requirements being met. Contact volumes in line with expectations; further work is needed to promote the service. |
| 6.2 Making sure there are enough good school buildings for an expanding borough, including building a replacement for Garth Hill College and Edgbarrow School sixth form | | | | | | |
| 6.2.1 Complete the construction of the new primary school for Jennet's Park | | | CYPL |  | | Works on site. The project is on programme for occupation of the new school in Sep-11 |
| 6.2.2 Commence the project for redevelopment of Kennel Lane Special School | | | CYPL |  | | The project has commenced with design and procurement phases completed. Planning permission was obtained in Jun-11. Works are planned to commence over the 2011 summer holidays. |
| 6.3 Continue to support extended services in partnership with schools | | | | | | |
| 6.3.1 Support schools to develop their out of school study support to families | | | CYPL |  | | Services to schools being provided through an SLA to those schools buying in. Priorities have been discussed and agreed with all schools. A range of work has been scheduled to meet schools' needs. |





| | | | |
|---|------|---|---|
| 6.4 Establishing new children's centres to give families access to integrated multi-agency services for young children | | | |
| 6.4.1 Complete the Children's Centre Capital Development Programme | CYPL |  | |
| 6.6 Helping schools manage behaviour and supporting young people at risk of exclusion from education, training or employment opportunities | | | |
| 6.6.1 Deliver year 6 to year 7 Transition programme | CYPL |  | Plans are in place with all of our primary schools for this area of work |
| 6.7 Setting up effective integrated services for children and young people with special educational needs and disabilities | | | |
| 6.7.1 Implement the Short break Care Sufficiency Strategy | CYPL |  | Progress has been made in addressing the additional needs identified within our short break sufficiency assessment. In particular the number of Saturday clubs has increased and arrangements have been made to increase the number of weekend breaks for children with disabilities. |
| 6.8 Improving the lives of children in care through better corporate parenting and effective commissioning of placements | | | |
| 6.8.1 Implement the new Care Planning Regulations and associated Care Matters Guidance | CYPL |  | Policies and procedures have been updated and relevant staff have attended training. Some policies are required to be updated by the end of September. This is in hand |
| 6.8.2 Implement the new Sufficiency Duty for looked after children | CYPL |  | The strategy to meet the sufficiency duty has been completed and is being put into action. |
| 6.9 Taking all appropriate measures to ensure the safety and well-being of children and young people | | | |
| 6.9.1 Implement Domestic Abuse Pilot | CYPL |  | This has been successfully implemented and schools are now receiving information about all domestic abuse incidents from Children's social care if a child in the school was involved. |

| | | | | | | |
|---|-----------------|---------------------|---|---------------------|---------------------|--|
| 6.9.2 Safer recruitment /workforce training to be provided to manages across the children's workforce | | CYPL |  | | | The safer workforce training is provided as part of the Council's Learning and Development programme. In addition there is an online training facility provided for headteachers and school leaders through the CWDC. Safer workforce training is also provided to school governors. |
| MTO7 - To seek to ensure that every resident feels included and able to access the services they need | | | | | | |
| Detailed Action | Due Date | Owner Status | Last Updated | Owner Status | Last Updated | Comments |
| 7.10 Implementing the Bracknell Forest Partnership Community Engagement Strategy to engage with residents to shape service provision and develop communities | | | | | | |
| 7.10.16 Develop the new Youth Council as an effective body for liaising with young people | | CYPL |  | | | The Youth Council continues with its success. Most recently representatives have given presentations to the Youth Line AGM and the Children & Young people's Overview and Scrutiny Committee, offering an overview of the Youth Council. Members have also delivered a hard hitting presentation to a LSCB conference, focusing on domestic Violence. This was very well received, with several requests for copies of the presentation being made to the Youth Service (who facilitate the Youth Council). Potential extension of membership of the Youth Council continues, with (for example) initial liaison taking place with staff at the Sandhurst Military Academy regarding possible representation from young people hosted there. |
| 7.10.3 Continue to implement the actions in the Bracknell Forest Partnership Community Engagements Strategy due for completion in 2010/11 | | CYPL |  | | | Various participation and engagement activities underway to inform service provision and provide better outcomes for children, young people and families. Strength in work with young people through Youth Council. |
| 7.13 Develop joined up support to vulnerable families where children and young people are at risk of poor outcomes (in line with the 'Think Family' | | | | | | |

| | | | | | |
|---|--|------|---|--|--|
| initiative) | | | | | |
| 7.13.1 Work with partners to develop approaches to whole family work | | CYPL |  | | Work continues but the overall strategy is on hold |
| 7.13.2 Work intensively with targeted families with multiple problems through the Family Intervention Project | | CYPL |  | | The family intervention project (FIP) works successfully with families who have multiple problems. The focus of their work has changed recently from youth crime to include working with families where domestic abuse is a feature. |
| 7.4 Improving support in schools for minority ethnic communities with English as an additional language | | | | | |
| 7.4.1 Further develop teacher knowledge and skills in teaching pupils who are at the early stages of acquiring English as an additional language | | CYPL |  | | Programme of support for teachers continues as detailed in the EAL & Diversity plan. |
| 7.5 Implementing a Disability Equality Scheme, Gender Equality Scheme and Race Equality Scheme | | | | | |
| 7.5.4 Implement the actions for the CYPL arising from the Race Equality/Gender/Equality/Disability Equality Scheme | | CYPL |  | | Work on implementing actions in the three schemes is underway. An audit of progress is to be undertaken in Q1. |
| 7.7 Implementing the Community Cohesion Strategy to give people a sense of belonging and identity as members of their community | | | | | |
| 7.7.14 Promote schemes that include opportunities for children and young people to learn about legal and human rights and that encourage them to examine their own beliefs and preconceptions | | CYPL |  | | Bracknell Forest has been involved in the UNICEF Rights Respecting Schools Award scheme (RRS) for 5 years. This is a programme involving children and young people learning about the articles from the United Nations Convention on the Rights of the Child (UNCRC) which are universal. All of Bracknell Forest Primary Schools are now engaged in this process with 13 schools reaching Level 1 and 2 schools at Level 2, the highest award. Four of the secondary schools are also involved with one school achieving Level 1. |
| 7.7.15 Promote equity and high standards for all through identification of underachievement of any group of minority | | CYPL |  | | Detailed analysis of pupil progress identifies pupils in need of additional support |

| | | | | | | | | | |
|---|--|-----------------|--------------|---------------|---------------------|-----------------|--|--|---|
| ethnic pupils | | | | | | | | | |
| 7.7.3 Implement actions for CYPL in 'All of Us' Community Cohesion Strategy | | | CYPL | | | | | | Work is underway in all 23 tasks in the Implementation Plan relate to CYP&L. |
| 7.8 Working within Bracknell Forest Partnership to show continuous improvement in equalities and diversity in the council and its services and the 'achieving' level of the Equality Framework maintaining budget proposals | | | | | | | | | |
| 7.8.14 Improve equality monitoring to provide better information on access to and take up of services by different parts of the community | | | CYPL | | | | | | Equality monitoring being improved across Directorate, informed by work on Equality Impact Assessments. |
| 7.8.4 Conduct Equality Impact Assessments (EIAs) for new services, strategies and policies for CYPL and review existing EIAs as part of a rolling three year programme, ensuring all actions resulting from these are built into team/business work plans | | | CYPL | | | | | | EIAs undertaken for all new services, strategies and policies. Audit of delivery of EIAs in three year programme being undertaken in Q1. |
| 7.8.9 Ensure all EIA actions for CYPL 2010/11 are implemented and actions for future years progressed | | | CYPL | | | | | | Audit of EIA progress and actions being undertaken in Q1. |
| MTO8 - To reduce crime and increase people's sense of safety in the borough | | | | | | | | | |
| Detailed Action | | Due Date | Owner | Status | Last Updated | Comments | | | |
| 8.1 Reduce the overall level of crime | | | | | | | | | |
| 8.1.6 Work in partnership with Thames Valley Police to reduce first time entrants into the Youth Justice system | | | CYPL | | | | | | Ongoing. First time entrants reduced from 55 to 40 at the end of 2010/11 according to local data. Data for Q1 is not available until September 2011. As substantial reductions have been made in the past 2 years, the aim now is to maintain existing low levels of young people entering the youth justice system |
| 8.5 Reduce the number of people, particularly young people, abusing drugs and alcohol | | | | | | | | | |
| 8.5.3 Improve data that is collected in respect of young people who are seen by substance misuse services. This information then used to support needs assessment and | | | CYPL | | | | | | Data is now at the required standard. Will continue to monitor to ensure that this continues. |


| | | | | | | | | | |
|--|--|-----------------|--------------|---|---------------------|-----------------|--|--|--|
| ongoing priorities for improving services and support | | | | | | | | | |
| 8.6 Implement the strategy against violent extremism | | | | | | | | | |
| 8.6.2 Implement the actions identified in the Prevent Action Plan | | | CYPL |  | | | | Work in this area has been redefined following changes to funding streams. | |
| MTO10 - To be accountable and provide excellent value for money | | | | | | | | | |
| Detailed Action | | Due Date | Owner | Status | Last Updated | Comments | | | |
| 10.4 Working effectively with partners to improve the quality of life in the Borough | | | | | | | | | |
| 10.4.3 Implement the new Children and Young People's Joint Strategic Plan and ensure that the underpinning priority supporting more effective commissioning is addressed | | | CYPL |  | | | | Work underway to seek agreement on scope and possibilities of commissioning. Audit of commissioned activity being refreshed, roles being clarified, terms of reference for Partnership Working Group being drawn up and work to start on achieving a unified understanding of concept. | |
| 10.4.4 Implement the new Child Poverty Strategy, 'Creating opportunities – breaking the cycle' | | | CYPL |  | | | | Action plan in development | |
| 10.7 Ensuring all council services provide value for money and make effective use of resources | | | | | | | | | |
| 10.7.21 DMT to keep services constantly under review through monthly budget monitoring | | | CYPL |  | | | | Monitoring reports submitted in accordance with monthly timetable. | |
| 10.8 Ensure staff are in place with the right skills and capacity to deliver service outcomes and maximise service efficiency | | | | | | | | | |
| 10.8.13 Review the recruitment and retention policies to ensure staff are in place with the relevant skills to deliver service outcomes | | | CYPL |  | | | | Due to staff turnover we are currently reviewing the recruitment and retention policies and practice for social workers in Children's Social Care. No other areas are currently under review. | |
| 10.8.14 The Newly Qualified Teacher Primary Pool will operate to provide schools with a pool of suitably qualified teachers | | | CYPL |  | | | | The pool has been run with a pool of newly qualified teachers available for primary schools in Bracknell Forest. At the end of the quarter there were 6 teachers recruited from the pool to start for the beginning of the | |

| | | | | | | |
|---|-----------------|---|---------------------|---|--|----------------------|
| | | | | | | 11/12 academic year. |
| MTO11 - To understand and promote the borough's economic activity and potential | | | | | | |
| Detailed Action | Due Date | Owner/Status | Last Updated | Comments | | |
| 11.5 Working closely with partners to publish and implement a an economic strategy to support the local economy | | | | | | |
| 11.5.2 To promote the Child Poverty Strategy and work with partners to establish a clear plan of action to support the delivery of key priority areas for support. In doing this working effectively with other relevant Partnerships will be key | | CYPL  | | Poverty conference held in February 2011. Multi professionals from a range of organisations attended to discuss and promote child poverty strategy and identify priorities. Same was discussed at the Early Years, Childcare & Play Partnership, Local Strategic Partnership. | | |
| MTO12 - To promote workforce skills | | | | | | |
| Detailed Action | Due Date | Owner/Status | Last Updated | Comments | | |
| 12.1 Contributing to the development of an appropriately skilled workforce through Adult and Community Learning | | | | | | |
| 12.1.1 Implement the actions in the Adult Learning Plan in relation to developing an appropriate programme of First Steps courses matched to local learning needs | | CYPL  | | Adult Learning Plan actions for 10/11 are now complete. ICT, Literacy, Numeracy, ESOL, Retail and Business Administration course have run throughout the year. To date 84 learners have taken a First Steps course. | | |
| 12.3 Work with partners to reduce the number of young people not in education employment or training | | | | | | |
| 12.3.1 Develop an increasing participation and review NEET strategy as part of the overall 14-19 strategy work | | CYPL  | | NEET strategy under review to ensure multi-agency approach to increasing participation. | | |
| 12.3.2 Continue to support Care Leavers in accessing education, employment or training opportunities | | CYPL  | | Currently an action plan is being developed to increase the opportunities for care leavers to access education, employment and training. | | |

Annex C: Progress against performance indicators

CYPL - Quarterly

Tuesday, July 26, 2011

| Indicator Ref. | Measure | Responsible Officer | Current Actual | Current Target | Previous Actual | Comments & Improvement Action | MTO |
|----------------|---|---------------------|----------------|----------------|-----------------|---|---|
| NI043 | Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody (Quarterly) | Karen Roberts | 0.0% | 7.0% | 0.0% |  Actual annual outturn data for 10/11 = 1.96% The Q4 figure for this indicator was 0%. This equates to 1 out of 51 young people. | MTO 08 - To reduce crime and increase people's sense of safety in the borough |
| NI053.1 | Prevalence of breastfeeding at 6-8 weeks from birth - percentage of infants being breastfed at 6-8 weeks (Quarterly) | | | | | Currently awaiting data from Berkshire Healthcare Foundation Trust (Q4 data) | MTO 05 - To improve health and wellbeing within the borough |
| NI053.2 | Prevalence of breastfeeding at 6-8 weeks from birth - percentage of infants for whom breastfeeding status is recorded (Quarterly) | | | | | Currently awaiting data from Berkshire Healthcare Foundation Trust (Q4 data) | MTO 05 - To improve health and wellbeing within the borough |
| NI068 | Percentage of referrals to children's social care going on to initial assessment (Quarterly) | Mairead Panetta | 72.8% | | 70.1% | 72.8% equates to 220 out of 302 referrals going to IA during between 01/04/11 – 30/06/2011. | MTO 06 - To improve outcomes for children and families through the Children and Young People's Plan |
| NI103.1 | Special Educational Needs - statements issued within 26 weeks - excluding exception cases (Quarterly) | Simon Mckenzie | 100.0% | | 100.0% | 21 statements | MTO 06 - To improve outcomes for children and families through the Children and Young People's Plan |

| | | | | | | | |
|---------|---|----------------|-------|--|-------|---|---|
| NI103.2 | Special Educational Needs - statements issued within 26 weeks - all cases (Quarterly) | Simon Mckenzie | 81.0% | | 92.9% | 17 out of 21 statements Of 4 remaining - 2 had late LHA or SS advice 1 had late parental rep + extra meetings with parents 1 had late SALT advice + late parental rep | MTO 06 - To improve outcomes for children and families through the Children and Young People's Plan |
| NI111 | First time entrants to the Youth Justice System aged 10-17 (Quarterly) | Karen Roberts | 10 | | | Q4 figure of 10 - this represents a -27.3% reduction from the same period last year. | MTO 08 - To reduce crime and increase people's sense of safety in the borough |
| NI113.1 | Prevalence of chlamydia in under 25 year olds - Percentage of the resident population aged 15-24 accepting a test or screen for chlamydia (Quarterly) | | | | 5.2% | Data not available until Oct 2011 | MTO 05 - To improve health and wellbeing within the borough |
| NI113.2 | Prevalence of chlamydia in under 25 year olds - Number of positive diagnoses for chlamydia in the resident population aged 15-24 years (Quarterly) | | | | 3.6% | This data is not available until October 2011 | MTO 05 - To improve health and wellbeing within the borough |

This page is intentionally left blank

CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW AND SCRUTINY PANEL 5 OCTOBER 2011

SCHOOL PLACES AND THE SCHOOL ADMISSIONS PROCESS Chief Officer: Strategy, Resources & Early Intervention

1 PURPOSE OF REPORT

- 1.1 To inform the panel of the process for applying for and allocating school places as well as information on the latest placement figures.

2 RECOMMENDATION

- 2.1 **To note the allocation process and the current position in respect of placement figures.**

3 REASONS FOR RECOMMENDATION

- 3.1 The panel has requested an information report.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 No alternative option was considered

5 SUPPORTING INFORMATION

Presentation

- 5.1 A presentation will also be given to the meeting, and a copy of the slides is attached as APPENDIX A.

Applying for and Allocating School Places

- 5.2 The LA is the statutory Admissions Authority (AA) for the maintained schools in the Borough and has a duty to administer a co-ordinated admissions process for the application and allocation of school places for all AAs in the Borough. The process that AAs must follow is set out in the DFE School Admissions Code.
- 5.3 The Code requires the LA to publish its Admissions Arrangements annually, which are subject to statutory consultation with schools and stakeholders during the Spring Term, prior to approval by the Executive Member for Education in May of each year.
- 5.4 The Admission Arrangements set out the Planned Admission Number (PAN) for the intake year of each school and the selection criteria that will be applied in the allocation of places. The Arrangements also provide this information in respect of the Voluntary Aided (VA) and Academy schools in the Borough who are their own AAs.
- 5.5 Selection criteria for the allocation of places include:
- Designated Area – All properties within Bracknell Forest are in a designated area for a primary and a secondary school
 - Sibling – Having a sibling still in the school when the child will start

- Feeder – all primary schools are feeders for a secondary school
- Church attendance for VC and VA schools
- Social/Medical – particular needs mean that only one school can cater for that child

5.6 The annual admissions arrangements are approved in advance for the following academic year. These arrangements are reviewed by CYP&L DMT followed by the School Admissions Forum before going out to public consultation as stated in the School Admissions Code. The consultation runs for 8 weeks. Comments are noted and the admissions arrangements are revised and reviewed again by DMT and the School Admissions Forum before they are signed off by the Executive Member for Education. The Executive Member will approve the Admissions Arrangements for the 2013/14 academic year in May 2012.

5.7 The LA manages an annual admissions process, including:

- Publication of the Admissions Arrangements in the form of booklets and on-line
- Presentation sessions for secondary applicants and this year for the first time for parents of children starting school
- Advance registration for primary applications from May of each year
- Issuing of application forms and booklets to applicants
- Applicants can also apply for school places on-line
- Sending application data to other AAs for them to allocate places
- Applying the selection criteria fairly and consistently
- Offering and acceptance of places
- Preparing and presenting appeals
- A separate process for in year admissions e.g. people moving into the Borough

5.8 Applicants can apply for places at up to 3 schools, and our Admissions Arrangements are determined on an equal preference basis, i.e. the selection criteria are applied across all 3 schools rather than one at a time to determine which place is offered. This increases the ability of the LA to offer places at preferred schools, and for September 2011, 98% of Bracknell Forest applicants were offered one of their stated preferences for secondary school and 95% for primary schools.

5.9 Bracknell Forest residents applying for places in VA schools, Academies and other LA schools also apply through Bracknell Forest Admissions Team, and there is an additional process of information sharing with other AAs to process these applications.

5.10 The Code also makes provision for applicants to appeal the offer of a place. The LA's Democratic Services independently facilitates this process, and there were 65 admissions appeals held last year – 14 secondary and 51 primary.

Latest Placement Figures

5.11 The LA also has a statutory duty to provide sufficient pupil places, and there has been a significant programme of capital construction works over the last three years to create additional school places to keep pace with rising school rolls. Pressure has been most acute in North Bracknell.

5.12 There are only 36 primary and 159 secondary places available across the Borough for the September 2011 intake year. This is 2.5% and 12.5% respectively of the total places available.

5.13 Members approach has been local schools for local people, and additional school places have been created as close as possible to the demand, subject to site area restrictions which limit the ability to expand some schools. Proximity is essential to minimise the LAs liability for Home to School transport costs, which are payable where travel distances to school exceed 2 miles for primary and three miles for secondary.

5.14 The current trend of rising school rolls is forecast to continue, driven by new housing build as the most significant factor. If the proposed new housing development in the LA's existing Core Strategy and Site Allocations Development Plan Document (SADPD) goes ahead, then this could result in the construction of up to seven new schools over the next 15 years, plus potential expansion of up to four more existing schools. The total estimated construction cost for this is would be in excess of £100m.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Strategic Risk Management Issues

- 6.1 The risk of pupil place forecasts being inaccurate is assessed as MEDIUM because they are based on housing developments which are outside of the Council's control. Experience has shown that in the recession progress with new housing developments may be slower than originally assumed.
- 6.2 The risk of the LA not having sufficient pupil places for September 2012 is assessed as LOW because the education capital programme already includes provision for creating the additional capacity required.
- 6.3 The risk of funding not being available beyond 2012 to support the significant school building programme over the next 15 years is assessed as MEDIUM because the SADPD and details of the proposed new Community Infrastructure Levy have not yet been adopted by the Council.
- 6.4 The risk of a serious breach of the Admissions Arrangements resulting in prosecution is assessed as LOW because the admissions process is subject to significant consultation and is challenged every year by applicants through the appeals process.

Background Information

APPENDIX A Slides from the presentation given at the meeting

7 CONTACTS

Contacts for further information

| | |
|-------------------------------|---|
| David Watkins 01344 354061 | Chief Officer: Strategy, Resources and Early Intervention david.watkins@bracknell-forest.gov.uk |
| Lesley Adams 01344 354143 | Senior Admissions Officer lesley.adams@bracknell-forest.gov.uk |

This page is intentionally left blank

School Admissions

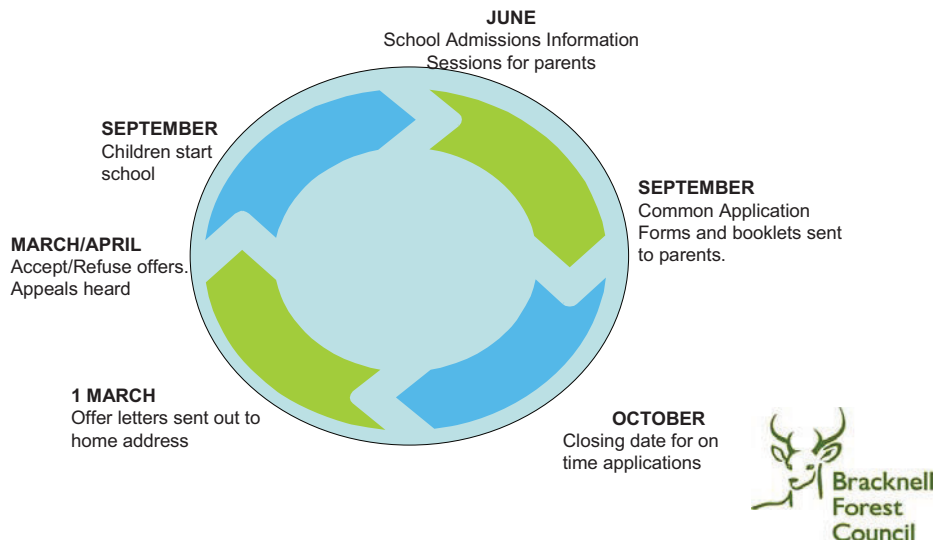


Admissions Arrangements

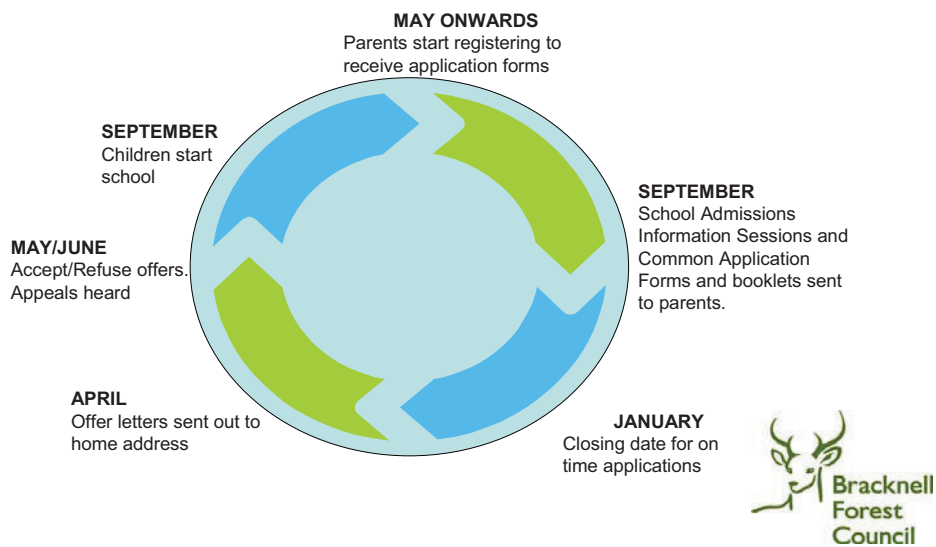
- These are set in accordance with the School Admissions Code – a statutory document. The following must take place:
- 18 months before they are implemented there must be a statutory consultation
 - To the School Admissions Forum, members of the public, schools and neighbouring authorities then,
- Agreed and signed off by Executive Member for Education



Transferring to Secondary School -The Process



Starting School -The Process



In-Year Admissions

- **Moving into the area**
 - Parents contact School Admissions to receive an application form and find out where there are available places
- **Transferring between schools**
 - Parents contact their current school to receive an application form and discuss the move with the Headteacher
 - They contact School Admissions to find out where there are available places

Applications received and processed by the School Admissions Team within 5 school days.

Child must start within half a term of being offered a place



In Year Applications

1,157 applications received academic year during 2010/11

| | | Moving In | | Transfers | |
|-----------|-----|-----------------------|-------------------------------|-----------------------|-------------------------------|
| | | Applications Received | % received during Summer 2011 | Applications Received | % received during Summer 2011 |
| Primary | 794 | 506 | 37.5% | 288 | 8.0% |
| Secondary | 363 | 222 | 38.0% | 141 | 26.0% |
| Totals | | 728 | | 429 | |



Availability of Places in all schools September 2011

| | Total Number of Places | | Total Surplus Places | | | |
|------------------------|------------------------|-----------|----------------------|-------|-----------|--------|
| | Primary | Secondary | Primary | % | Secondary | % |
| North Bracknell | 577 | 270 | 1 | 0.2% | 0 | 0% |
| South Bracknell | 535 | 589 | 15 | 2.8% | 129 | 22% |
| Crowthorne & Sandhurst | 310 | 410 | 20 | 6.5% | 30 | 7% |
| Totals | 1422 | 1269 | 36 | 2.5%* | 159 | 12.5%* |

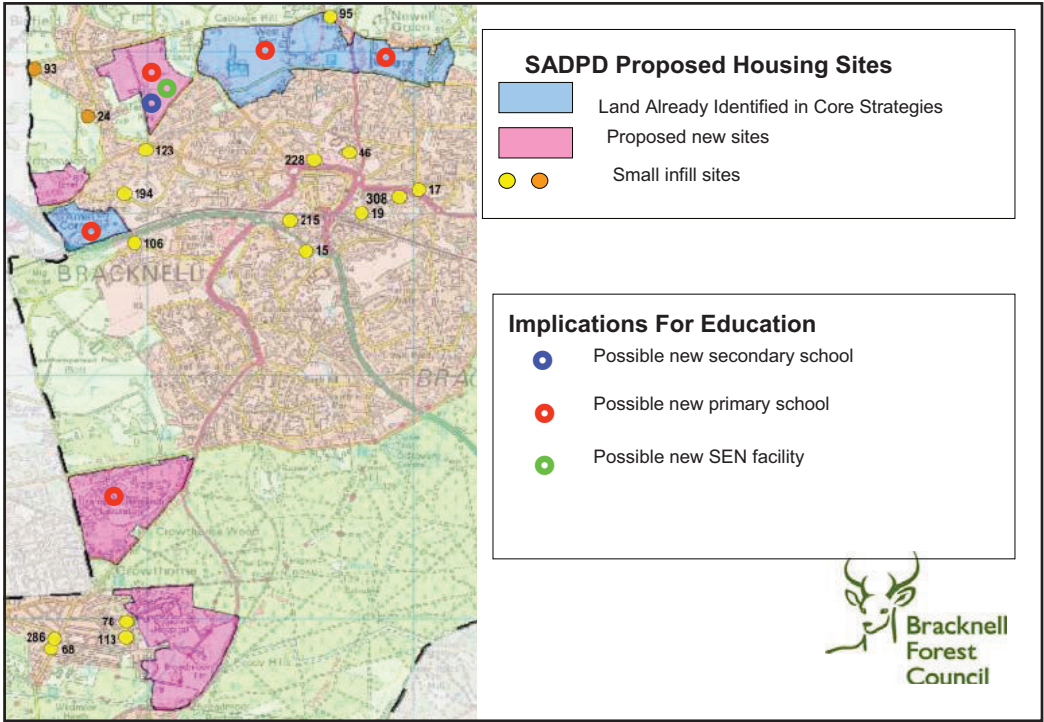
* Total borough surplus places



New School Places Created (Capacity)

| | 2009 | 2010 | 2011 | Expenditure |
|--------------------|------|------|------|-------------|
| PRIMARY | | | | |
| Holly Spring | 0 | 29 | 60 | £1.5m |
| Meadow Vale | 0 | 0 | 30 | £0.7m |
| Jennett's Park | 0 | 0 | 210 | £6.5m |
| Whitegrove | 30 | 0 | 0 | £0.0m |
| Sandy Lane | 0 | 47 | 0 | £1.6m |
| Crown Wood | 0 | 58 | 39 | £0.7m |
| SECONDARY | | | | |
| Garth Hill | 0 | 1550 | 0 | £40.0m |
| Edgbarrow | 0 | 80 | 0 | £3.1m |
| Ranelagh (Academy) | 0 | 92 | 0 | £6.0m |





This page is intentionally left blank

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL 5 OCTOBER 2011

WORKING GROUP UPDATE REPORT Working Group Lead Members

1 PURPOSE OF REPORT

- 1.1 This report provides an update on the Working Group of the Panel which is undertaking a review of the Common Assessment Framework. The report also invites Councillor Mrs Birch to give an oral update in respect of the group which has been reviewing schools meals and will have an involvement in the procurement specification for the new school meals contract.

2 RECOMMENDATION

- 2.1 **That the Panel notes the progress achieved to date by the Panel's Working Groups reviewing the Common Assessment Framework and school meals.**

3 SUPPORTING INFORMATION

Common Assessment Framework (CAF) Working Group

- 3.1 The Working Group on the CAF comprises councillors Mrs Birch (Lead Member), Mrs McCracken, Ms Hayes, Mrs Temperton; and Mrs Mitchell (representing the voluntary sector). The Group's overall purpose is to review the arrangements by the Council and its partners for the CAF, as a means of early intervention for the social care of children and young people. The Group has met twice, agreeing its scope and approach to the review, receiving a comprehensive briefing from officers, meeting key officers involved in the integrated care pathway, and commencing a series of meetings with external partners involved in the CAF process and early intervention. Further meetings are planned for October –November, and the Working Group aim to produce a report summarising their findings, with recommendations to the Executive, in December 2011.

School Meals Working Group

- 3.2 An independent group of Members has been reviewing the quality of meals in the Borough's schools. The group has visited and eaten at several secondary and primary schools to date and visits to further schools are proposed. Feedback has already been given on a number of areas and schools are already implementing a number of suggestions. As stated in the Panel's work programme, the review will enable Members to contribute views to inform the procurement specification for the new school meals contract.

Background Papers

None

Contact for further information

Councillor Mrs Gill Birch – 01344 486803
gill.birch@bracknell-forest.gov.uk

Richard Beaumont – 01344 352283
e-mail: richard.beaumont@bracknell-forest.gov.uk

Andrea Carr – 01344 352122
e-mail: andrea.carr@bracknell-forest.gov.uk

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL 5 OCTOBER 2011

OVERVIEW AND SCRUTINY WORK PROGRAMME 2011/12 AND PROPOSED NEW POWERS Assistant Chief Executive

1 PURPOSE OF REPORT

- 1.1 The purpose of this report is to invite Members of the Children, Young People and Learning Overview and Scrutiny (O&S) Panel to note:
- its agreed work programme for O&S in 2011/12, which is attached to this report at Appendix 1 and takes account of constraints on Member and officer resources;
 - a proposed procedural change to reduce pressure on the O&S Commission by greater empowerment of the O&S Panels.

2 RECOMMENDATION

That the Children, Young People and Learning O&S Panel notes:

- 2.1 **its agreed work programme for O&S in 2011/12; and**
- 2.2 **a proposed amendment to the Constitution to extend to the O&S Panels the O&S Commission's power to adopt O&S reports, the making of recommendations to the Executive, full Council and other organisations, and the consideration of responses to O&S reports.**

3 SUPPORTING INFORMATION

- 3.1 Since the Panel was consulted on its 2011/12 draft indicative work programme at its last meeting, the work programme has been agreed by the O&S Commission and is now subject to consultation with the Corporate Management Team and the Executive, in accordance with the requirements of the Council's Constitution.
- 3.2 In order to reduce pressure on the O&S Commission and streamline the process for adopting O&S reports and considering Executive responses to them, the O&S Commission has recommended to the Governance and Audit Committee that Council be asked to approve an amendment to the Constitution to extend to the O&S Panels the Commission's power to adopt O&S reports, the making of recommendations to the Executive, full Council and other organisations, and the consideration of responses to O&S reports. This delegation is provided for in Section 21 of the Local Government Act 2000.

Background Papers

Section 21 of the Local Government Act 2000 and Annual Report of O&S, 2010/11.

Contact for further information

Richard Beaumont – 01344 352283

e-mail: richard.beaumont@bracknell-forest.gov.uk

Andrea Carr – 01344 352122

e-mail: andrea.carr@bracknell-forest.gov.uk

Extract from the Agreed Work Programme for Overview and Scrutiny (O&S) in 2011/12

The agreed work programme for O&S in 2011/12 by the Children, Young People and Learning O&S Panel is set out below. The programme is aimed at maintaining a strategic and coordinated work programme based on major areas of Council and partner organisations' activity. The selection of review topics takes account of what is of direct and significant interest to residents, and what would be timely, relevant, and likely to add value. The programme incorporates the routine, on-going work of O&S and the completion of reviews currently underway. The overall programme is smaller than in recent years owing to the reduction in officer support for O&S, arising from the financial pressures facing the Council.

The O&S Commission has consulted the O&S Panels, the Council's Corporate Management Team and the Executive on the work programme, as required by the Council's Constitution.

The work programme will necessarily be subject to continual refinement and updating. The 'future proposed reviews' are those which are unlikely to be resourced until 2012/13 or later.

| CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL | |
|--|--|
| 1. | <p>Monitoring the performance of the Children, Young People and Learning Department</p> <p>To include on-going review of the Performance Monitoring Reports, receiving statutory plans and reports (such as the annual reports on the Children and Young People's Plan, and on complaints received) and monitoring the action taken by the Executive to earlier reports by the Panel.</p> |
| 2. | <p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p> |
| 3. | <p>2012/13 Budget Scrutiny</p> <p>To review the Council's Children, Young People and Learning budget proposals for 2012/13, and plans for future years.</p> |
| 4. | <p>English as an Additional Language</p> <p>To carry out a follow-up review to the issues which arose in the 2008 Overview and Scrutiny review of English as an Additional Language in Bracknell Forest schools (Completed).</p> |
| 5. | <p>Policy development</p> <p>a) <u>Child Poverty Strategy</u> – to monitor the implementation of the new strategy and contribute to its future development (Commenced with a presentation at the 15.06.11 meeting and return to later).</p> |

| | |
|----|---|
| | <p>b) <u>School meals</u> – using the Member review of school meals, contribute to forming the procurement specification for the new school meals contract (to be continued, input to tendering process September to December).</p> |
| 6. | <p>Common Assessment Framework</p> <p>As a follow-up to the review of safeguarding children, to review the arrangements for the Common Assessment Framework in Children’s Social Care.</p> |

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL 5 OCTOBER 2011

OVERVIEW AND SCRUTINY BI-ANNUAL PROGRESS REPORT Assistant Chief Executive

1 PURPOSE OF REPORT

1.1 This report highlights:

- (i) Overview and Scrutiny (O&S) activity during the period March to August 2011.
- (ii) Significant national and local developments in O&S.

2 RECOMMENDATIONS

2.1 To note Overview and Scrutiny activity over the period March to August 2011, set out in section 5 and Appendices 1 and 2.

2.2 To note the developments in Overview and Scrutiny set out in section 6.

3 REASONS FOR RECOMMENDATIONS

3.1 The Chief Executive has asked for a six monthly report to be produced on O&S activity.

4 ALTERNATIVE OPTIONS CONSIDERED

4.1 None.

5 SUPPORTING INFORMATION

Structure of Overview and Scrutiny

5.1 The structure of the O&S Commission and four O&S Panels has remained unchanged in the period. The three East Berkshire councils suspended the Joint East Berkshire Health Overview and Scrutiny Committee in February 2011, but this may need to be re-activated to receive a formal consultation by the Primary Care Trust (PCT) later in 2011, regarding prospectively significant changes to health services. The frequency of O&S meetings was increased from the commencement of the 2011-12 Municipal year, restoring the earlier practice of the Commission meeting every two months, and the Panels meeting quarterly.

Overview and Scrutiny Membership

5.2 The membership of the O&S Commission and Panels was set by Council and the Commission respectively at their annual meetings on 25 May 2011. The Commission and Panels have elected their chairmen and appointed their vice-chairmen. Subsequently, the two Parent Governor and Catholic Diocese vacancies have been filled, and Mr Anderson has resigned as the Church of England representative; a replacement is awaited.

Overview and Scrutiny Work Programme

- 5.3 The work programme for O&S in 2011-12 was contained in the annual report of O&S, adopted by Council in April 2011. The programme has been considered by the O&S Commission and Panels, and some revisions proposed for the Commission's agreement at its meeting on 15 September. The main change is an increased focus on pre-decision scrutiny, through short reviews, instead of major reviews reviewing important topics in depth, over several months.

Overview and Scrutiny Working Groups

- 5.4 The table at Appendix 1 sets out the current status of the O&S Working Groups, along with the list of completed reviews.

Overview and Scrutiny Commission

- 5.5 The O&S Commission met on 23 March to consider and adopt a report on the review of the Bracknell Healthspace undertaken by a working group of the Health Overview and Scrutiny Panel. The Commission held its annual meeting on 25 May. At its last meeting on 9 June, the Commission met as the Crime & Disorder Committee, considering the performance of the Crime & Disorder Reduction Partnership in 2010-11, and the Community Safety Plan for 2011-13. Other main items considered were: the responses by the Executive and the Local Safeguarding Children Board to the O&S report on the review of Safeguarding Children and Young People; the performance monitoring reports for quarter four of 2010/11 for the Chief Executive's Office and the Corporate Services Department; the Corporate Performance Overview Report for quarter four; the O&S Work Programme for 2011/12; and receiving a presentation on the draft Office Accommodation Strategy. The O&S Commission's next meeting is on 15 September, meanwhile the Commission is running a number of Working Groups, as described in Appendix 1. The Commission's Community Cohesion and Equalities Working Group concluded its work earlier in 2011, and the Council's Leader commented, *'I would like to take this opportunity to thank the Working Group for their constructive comments and suggestions on this topic.'*

Environment, Culture and Communities O&S Panel

- 5.6 The Panel met on 21 June, and the main items included: considering the Department's Performance Monitoring Report for the fourth quarter of 2010/11; considering and agreeing the interim report of the Panel's working group reviewing highway maintenance and re-constituting the group to complete the review; receiving an update on the Member Reference Group reviewing commercial sponsorship; considering the Panel's indicative work programme; and selecting members to progress specific reviews (see Appendix 1). The Panel's next meeting is on 18 October.

Health O&S Panel

- 5.7 The Panel met on 30 June, and the main items included: receiving an update from the Chief Executive of NHS Berkshire Primary Care Trust (PCT) on progress on the reforms to health arising from the Government's Health and Social Care Bill; receiving a briefing from the Chief Executive of the Berkshire Healthcare NHS Foundation Trust on the Trust's progress; considering an update from the Chief Executive of the PCT on the progress in delivering the Bracknell Healthspace, current issues and next steps; considering the Panel's indicative work programme; and selecting members to progress specific reviews (see Appendix 1). The Panel's next meeting is on 3 November.
- 5.8 The work outside formal panel meetings has included: Members visiting the newly opened Royal Berkshire Bracknell Clinic; and a briefing by the Chief Executive of the Mental Health Trust, also a Consultant Psychiatrist on mental illness. The Panel's Vice-Chairman

attended a regional O&S meeting with other councils in south central England on 24 February at Newbury, also a meeting with the South Central Strategic Health Authority on 3 March.

Children, Young People and Learning O&S Panel

- 5.9 The Panel met on 15 June, and the main items included: considering the Department's Performance Monitoring Report for the fourth quarter of 2010/11; reviewing the 2010/11 Annual Report of the Complaints Manager for Children's Social Care; receiving a presentation on the Child Poverty Strategy; considering the response of the Executive and the Local Safeguarding Children Board to the report of the Working Group which reviewed safeguarding children and young people; considering the outcome of a follow up to the review of English as an additional language in the Borough's schools; considering the Panel's indicative work programme; and selecting members to progress specific reviews (see Appendix 1). The Panel's next meeting is on 5 October.

Adult Social Care O&S Panel

- 5.10 The Panel met on 14 June, and the main items included: an update from the Director of Adult Social Care and Health in respect of the local position of Southern Cross Care Homes; considering the Department's Performance Monitoring Report for the fourth quarter of 2010/11; reviewing the 2010/11 Annual Report of the Complaints Manager for Adult Social Care; considering a report on the refreshed Commissioning Strategy for Adults with a Learning Disability 2008-13, 'Making Choices, Being in Control'; considering the response of the Executive to the report of a working group which reviewed safeguarding adults in the context of the personalisation of Adult Social Care; and considering the proposed work programme for the Panel. The Panel's next meeting is on 11 October.

Other Overview and Scrutiny Issues

- 5.11 The O&S Annual Report for 2010-11 was presented to Council on 27 April, and adopted.
- 5.12 Responses to the feedback questionnaires on the quality of O&S reviews are summarised in Appendix 2, showing a consistently high score across the various questions posed.
- 5.13 Quarterly review and agenda setting meetings between O&S Chairmen, Vice-Chairmen, Executive Members and Directors are taking place regularly for the Panels (every two months for the O&S Commission).
- 5.14 External networking on O&S in the last six months has included an O&S Chairman and officer attending the South East Employers Member and officer network event in London on 2 March, and two O&S members and two officers attending the Centre for Public Scrutiny's Annual conference on 2 June.

6 (ii) Developments in O&S

- 6.1 The Government's Health and Social Care Bill, currently going through its Parliamentary stages contains some proposed changes to strengthen Health O&S provisions. The Government's Localism Bill, also going through its Parliamentary stages, seeks to consolidate a wide range of scrutiny legislation into a single place (although provisions relating to crime and disorder remain in the Police and Justice Act 2006, and health provisions remain in the NHS Act 2006). It replaces the relevant provisions in the 2000 Local Government Act in full. The Secretary State has said '*We are ushering in a new era of transparency, where every aspect of council business is open to democratic scrutiny*'. The Localism Bill currently repeals the earlier statutory requirement on local authorities to refer petitions to O&S committees. Both Bills are being monitored.

- 6.2 A workshop for O&S Members, facilitated by South East Employers, was held on 23 February. The purpose of the event was to capture the knowledge and experience of the then O&S Members, aiming to learn from the last four years in order to maximise the future efficiency and effectiveness of O&S. 15 Members participated, and their feedback was positive.
- 6.3 Member training on O&S in the period included: induction training for new Members following the local government elections; a structured series of briefings led by Directors for the Commission and each Panel, before their first 2011-12 meetings in public; and induction training for the newly appointed Parent Governor Representative. The O&S Chairmen and Vice-Chairmen commenced a series of quarterly meetings on 28 June, and matters being considered by them include the issue of member training on O&S.
- 6.4 The O&S Officer team pursued a number of developments including: updating the guide to officers on production of quality O&S reports and managing the production of Executive responses; producing a public participation scheme for O&S; updating and regularly delivering Corporate Induction Training on O&S; improving the O&S pages on the Council's website; and producing with Democratic Services officer procedure notes for Call-ins.

7 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Statutory Scrutiny Officer

- 7.1 The monitoring of this function is carried out by the Statutory Scrutiny Officer on a quarterly basis. Good progress has been made on the agreed programme of work by Overview and Scrutiny for 2010/11, and a full programme of work for 2011/12 is due to be finalised shortly. Scrutiny Panels have continued to focus on areas of importance to local residents, and the quality of the work done continues to be high.

Borough Solicitor

- 7.2 Nothing to add to the report.

Borough Treasurer

- 7.3 There are no additional financial implications arising from the recommendations in this report.

Equalities Impact Assessment

- 7.4 Not applicable. The report does not contain any recommendations impacting on equalities issues.

Strategic Risk Management Issues

- 7.5 Not applicable. The report does not contain any recommendations impacting on strategic risk management issues.

Workforce Implications

- 7.6 Not applicable. The report does not contain any new recommendations impacting on workforce implications.

Other Officers

- 7.7 Directors and lead officers are consulted on the scope of each O&S review before its commencement, and on draft O&S reports before publication.

8 CONSULTATION

Principal Groups Consulted

- 8.1 None.

Method of Consultation

- 8.2 Not applicable.

Representations Received

- 8.3 None.

Background Papers

Minutes and papers of meetings of the Overview and Scrutiny Commission and Panels.

Contact for further information

Victor Nicholls, Assistant Chief Executive

Victor.nicholls@bracknell-forest.gov.uk

Tel: 01344 355604

Richard Beaumont, Head of Overview & Scrutiny

Richard.beaumont@bracknell-forest.gov.uk

Tel: 01344 352283

Doc. Ref

H:\ALLUSE\Overview and Scrutiny\2011-12\progress reports

OVERVIEW AND SCRUTINY WORKING GROUPS – 2011/12

Position at 17 August 2011

102

| Overview and Scrutiny Commission | | | | | | | | |
|--|---|------------------------------------|------------------|---------|--------------------|---|--------------------|---|
| WORKING GROUP | MEMBERS | DEPT. LINK OFFICER | O&S LEAD OFFICER | SCOPING | PROGRESS OF REVIEW | REPORT / SUBMISSION | EXECUTIVE RESPONSE | CURRENT STATUS |
| Office Accommodation Strategy | Angell (Lead), Mrs Angell, McLean, Heydon and Virgo | Alison Sanders and Victor Nicholls | Richard Beaumont | √ | Completed | √ Letter sent to Executive Member on 17 June 2011 | Awaited | Executive response to letter of 17 June to be received at meeting planned for 1 September |
| New Performance Management Framework | Angell, Virgo, and Mrs Angell | Victor Nicholls | Richard Beaumont | | | | | First meeting arranged for 13 September |
| New Medium Term Objectives | Leake, Angell, Heydon, Turrell and Virgo | Victor Nicholls | Richard Beaumont | | | | | Meeting arranged for 31 August |
| Plans for Neighbourhood Engagement | Leake, Finnie, and McLean | Abby Thomas | Richard Beaumont | | | | | Meeting arranged for 12 September |
| ICT Strategy | Angell, Heydon | Pat Keane (TBC) | Richard Beaumont | | | | | First meeting to be arranged |
| Plans for Sustaining Economic Prosperity | Virgo (Lead) Angell, Heydon | Victor Nicholls | Richard Beaumont | √ | Completed | √ Views given at meeting on 16 June 2011 | N/A | Completed |

| Health Overview and Scrutiny Panel | | | | | | | | |
|---|---|-----------------------------|---------------------|---------|--------------------|---|--------------------|---|
| WORKING GROUP | MEMBERS | DEPT. LINK OFFICER | O&S LEAD OFFICER | SCOPING | PROGRESS OF REVIEW | REPORT / SUBMISSION | EXECUTIVE RESPONSE | CURRENT STATUS |
| Bracknell Health Space (Follow-up) | Virgo (lead) Mrs Angell, Baily, Leake | Glyn Jones/ Mary Purnell | Richard Beaumont | √ | Completed | Report issued to Executive member and Primary Care Trust on 31.3.2011 | Awaited | Report finalised. Response received from the PCT. |
| New Health and Well-being Strategy | Kensall, Finch, Virgo, Mrs Temperton, and Baily. Mr Pearce | Glyn Jones | Richard Beaumont | | | | | First meeting to be arranged |
| Implementation of the major NHS reforms | Virgo, Mrs Angell, Mrs Barnard, Kensall and Finch | Glyn Jones | Richard Beaumont | | | | | First meeting to be arranged |

| Environment, Culture and Communities Overview and Scrutiny Panel | | | | | | | | |
|---|--|--------------------|------------------|---------|----------------------|-----------------------|--------------------|--|
| WORKING GROUP | MEMBERS | DEPT. LINK OFFICER | O&S LEAD OFFICER | SCOPING | PROGRESS OF REVIEW | REPORT / SUBMISSION | EXECUTIVE RESPONSE | CURRENT STATUS |
| Review of Highway Maintenance | Mclean (Lead), Mrs Angell, Brossard, Leake and Parish & Town Councillors: | Steve Loudoun | Andrea Carr | √ | Around 70% completed | Interim report issued | Awaited | Interim report issued on 27 July and Executive response awaited. The |

| | | | | | | | | |
|---|--|---------------------------|-------------|---|-------------------------|--|--|---|
| | Kensall (Bracknell) Mrs Cupper (Sandhurst) | | | | | | | working group has resumed to complete the review. |
| Member Reference Group – Commercial Sponsorship | Finnie (Lead), Brossard, Dudley, Gbadebo and Ward | Vincent Paliczka | Andrea Carr | √ | Around 50% completed | | | To provide views and advice to the Director of E,C&C on a prospective procurement of an agency service to attract commercial sponsorship income. |
| Site Allocations Development Plan Document (SADPD) | Finnie (Lead) Mrs Angell, Brossard, Finch and McLean | Bev Hindle / Max Baker | Andrea Carr | √ | Around 30% completed | | | At its first meeting held on 4 August, the Working Group considered an initial briefing report in respect of the SADPD. Its second meeting in October will focus on reviewing the draft DPD and consultation arrangements. |

Children's Services and Learning Overview and Scrutiny Panel

| WORKING GROUP | MEMBERS | DEPT. LINK OFFICER | O&S LEAD OFFICER | SCOPING | PROGRESS OF REVIEW | REPORT / SUBMISSION | EXECUTIVE RESPONSE | CURRENT STATUS |
|--|---|--------------------|------------------|---------|--------------------|---------------------|--------------------|--|
| Common Assessment Framework | Mrs Birch, Mrs McCracken, Ms Hayes, and Mrs Temperton. Mrs Mitchell | TBC | Richard Beaumont | | | | | First meeting arranged for 2 September |
| School Meals (Procurement specification) | Mrs Birch | David Watkins | Andrea Carr | | | | | First meeting to be arranged |

105

Adult Social Care Overview and Scrutiny Panel

| WORKING GROUP | MEMBERS | DEPT. LINK OFFICER | O&S LEAD OFFICER | SCOPING | PROGRESS OF REVIEW | REPORT / SUBMISSION | EXECUTIVE RESPONSE | CURRENT STATUS |
|------------------|---------|--------------------|------------------|---------|--------------------|---------------------|--------------------|------------------------------|
| Substance Misuse | TBC | TBC | Andrea Carr | | | | | First meeting to be arranged |

Completed Reviews

| Publication Date | Title |
|-------------------------|---|
| December 2003 | South Bracknell Schools Review |
| January 2004 | Review of Adult Day Care Services in Bracknell Forest (Johnstone Court Day Centre & Downside Resource Centre) |
| May 2004 | Review of Community & Voluntary Sector Grants |
| July 2004 | Review of Community Transport Provision |
| April 2005 | Review of Members' Information Needs |
| November 2005 | The Management of Coronary Heart Disease |
| February 2006 | Review of School Transfers and Performance |
| March 2006 | Review of School Exclusions and Pupil Behaviour Policy |
| August 2006 | Report of Tree Policy Review Group |
| November 2006 | Anti-Social Behaviour (ASB) – Review of the ASB Strategy Implementation |
| January 2007 | Review of Youth Provision |
| February 2007 | Overview and Scrutiny Annual Report 2006 |
| February 2007 | Review of Library Provision |
| July 2007 | Review of Healthcare Funding |
| November 2007 | Review of the Council's Health and Wellbeing Strategy |
| December 2007 | Review of the Council's Medium Term Objectives |
| March 2008 | 2007 Annual Health Check Response to the Healthcare Commission |
| April 2008 | Overview and Scrutiny Annual Report 2007/08 |
| May 2008 | Road Traffic Casualties |
| August 2008 | Caring for Carers |
| September 2008 | Scrutiny of Local Area Agreement |
| October 2008 | Street Cleaning |
| October 2008 | English as an Additional Language in Bracknell Forest Schools |
| April 2009 | Overview and Scrutiny Annual Report 2008/09 |

| Publication Date | Title |
|-------------------------|--|
| April 2009 | Healthcare Commission's Annual Health Check 2008/09 (letters submitted) |
| April 2009 | Children's Centres and Extended Services in and Around Schools in Bracknell Forest |
| April 2009 | Older People's Strategy |
| April 2009 | Services for People with Learning Disabilities |
| May 2009 | Housing Strategy |
| July 2009 | Review of Waste and Recycling |
| July 2009 | Review of Housing and Council Tax Benefits Improvement Plan |
| December 2009 | NHS Core Standards |
| January 2010 | Medium Term Objectives 2010/11 |
| January 2010 | Review of the Bracknell Healthspace (publication withheld to 2011) |
| January 2010 | 14-19 Years Education Provision |
| April 2010 | Overview and Scrutiny Annual Report 2009/10 |
| July 2010 | Review of Housing and Council Tax Benefits Improvement Plan (Update) |
| July 2010 | The Council's Response to the Severe Winter Weather |
| July 2010 | Preparedness for Public Health Emergencies |
| October 2010 | Safeguarding Adults in the context of Personalisation |
| October 2010 | Review of Partnership Scrutiny |
| December 2010 | Hospital Car Parking Charges |
| January 2011 | Safeguarding Children and Young People |
| March 2011 | Review of the Bracknell Healthspace (Addendum) |
| April 2011 | Overview and Scrutiny Annual Report 2010/11 |
| July 2011 | Review of Highway Maintenance (Interim report) |

Results of Feedback Questionnaires on Overview and Scrutiny Reports

Note – Departmental Link officers on each major Overview and Scrutiny review were asked to score the key aspects of each review on a scale of 0 (Unsatisfactory) to 3 (Excellent)

| | Average score for previous 13 Reviews ¹ |
|--|--|
| PLANNING | 2.8 |
| Were you given sufficient notice of the review? | |
| Were your comments invited on the scope of the review, and was the purpose of the review explained to you? | 2.8 |
| CONDUCT OF REVIEW | 2.8 |
| Was the review carried out in a professional and objective manner with minimum disruption? | |
| Was there adequate communication between O&S and the department throughout? | 2.7 |
| Did the review get to the heart of the issue? | 2.6 |
| REPORTING | 2.9 |
| Did you have an opportunity to comment on the draft report? | |
| Did the report give a clear and fair presentation of the facts? | 2.5 |
| Were the recommendations relevant and practical? | 2.5 |
| How useful was this review in terms of improving the Council's performance? | 2.6 |

Background Papers

Local Government Act 2000

Contact for further information

Richard Beaumont – 01344 352283

e-mail: richard.beaumont@bracknell-forest.gov.uk

¹ Road Traffic Casualties, Review of the Local Area Agreement, Support for Carers, Street Cleaning, Services for Adults with Learning Disabilities, English as an Additional Language in Schools, Children's Centres and Extended Services, Waste and Recycling, Older People's Strategy, Review of Housing and Council Tax Benefits Improvement Plan, 14-19 Education, Preparedness for Public Health Emergencies, and Safeguarding Children.

CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY PANEL 5 OCTOBER 2011

EXECUTIVE FORWARD PLAN ITEMS RELATING TO CHILDREN, YOUNG PEOPLE AND LEARNING

Assistant Chief Executive

1 PURPOSE OF REPORT

This report presents current Executive Forward Plan items relating to Children, Young People and Learning for the Panel's consideration.

2 RECOMMENDATION

- 2.1 **That the Children, Young People and Learning Overview and Scrutiny Panel considers the current Executive Forward Plan items relating to Children, Young People and Learning appended to this report.**

3 SUPPORTING INFORMATION

- 3.1 Consideration of items on the Executive Forward Plan alerts the Panel to forthcoming Executive decisions and facilitates pre-decision scrutiny.
- 3.2 To achieve accountability and transparency of the decision making process, effective Overview and Scrutiny is essential. Overview and Scrutiny bodies are a key element of Executive arrangements and their roles include both developing and reviewing policy; and holding the Executive to account.
- 3.3 The power to hold the Executive to account is granted under Section 21 of the Local Government Act 2000 which states that Executive arrangements of a local authority must ensure that its Overview and Scrutiny bodies have power to review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the Executive. This includes the 'call in' power to review or scrutinise a decision made but not implemented and to recommend that the decision be reconsidered by the body / person that made it. This power does not relate solely to scrutiny of decisions and should therefore also be utilised to undertake pre-decision scrutiny.

Background Papers

Local Government Act 2000

Contact for further information

Richard Beaumont – 01344 352283
e-mail: richard.beaumont@bracknell-forest.gov.uk

Andrea Carr – 01344 352122
e-mail: andrea.carr@bracknell-forest.gov.uk

This page is intentionally left blank

CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW & SCRUTINY PANEL

EXECUTIVE WORK PROGRAMME

| | |
|------------------|---------|
| REFERENCE | I030070 |
|------------------|---------|

TITLE: Education Capital Programme - Award of Contract for building works to Owlsmoor Primary School

PURPOSE OF DECISION: The Executive agreed that under delegated authority, the Director of CYP&L could approve the award of the contract for the building works to Owlsmoor Primary School. This was agreed by the Executive on 29 March 2011.

FINANCIAL IMPACT: Central Government Grant

WHO WILL TAKE DECISION: Director of Children, Young People & Learning

PRINCIPAL GROUPS TO BE CONSULTED: School and governors

METHOD OF CONSULTATION: meetings with interested parties

DATE OF DECISION: 7 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I030167 |
|------------------|---------|

TITLE: Academies

PURPOSE OF DECISION: To inform the Executive about the way in which Academies may be established in the Borough

FINANCIAL IMPACT: To be identified.

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Schools
Governing Bodies
Parents

METHOD OF CONSULTATION: meetings

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I030651 |
|------------------|---------|

TITLE: Adult Learning Minimum Contract Levels

PURPOSE OF DECISION: A report to inform the Executive Member for Education on Adult Learning Minimum Contract Levels.

FINANCIAL IMPACT: None at this time.

WHO WILL TAKE DECISION: Executive Member for Education

PRINCIPAL GROUPS TO BE CONSULTED:

METHOD OF CONSULTATION: n/a

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I029262 |
|------------------|---------|

TITLE: Education Capital Programme - Award of Contract for Meadow Vale Primary School

PURPOSE OF DECISION: The Executive to approve the award of contract for Meadow Vale Primary School.

FINANCIAL IMPACT: Central Government Grant.

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: School
Governing Body
Bracknell Forest Officers

METHOD OF CONSULTATION: Meetings with interested parties.

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I030340 |
|------------------|---------|

TITLE: Education Capital Programme - Procurement Plan for Holly Spring (phases 2 to 7)

PURPOSE OF DECISION: The Executive member to approve the procurement plan for Phases 2 to 7 of the building project at Holly Spring Infant and Junior Schools.

FINANCIAL IMPACT: Central government grant.

WHO WILL TAKE DECISION: Executive Member for Education

PRINCIPAL GROUPS TO BE CONSULTED: Schools and Governing Bodies

METHOD OF CONSULTATION: Meetings with interested parties.

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I029270 |
|------------------|---------|

TITLE: Inspection of Bracknell Forest Fostering Service

PURPOSE OF DECISION: That the Executive member receive the report on the inspection of Bracknell Forest Fostering Service.

FINANCIAL IMPACT: None at this time.

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: To be decided

METHOD OF CONSULTATION: Inspection

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I029272 |
|------------------|---------|

TITLE: Inspection of good practice in Social Work in Bracknell Forest

PURPOSE OF DECISION: That the Executive Member receive the report on the inspection of Good Practice in Social Work in Bracknell Forest.

FINANCIAL IMPACT: None at this time.

WHO WILL TAKE DECISION: Executive Member for Children & Young People

PRINCIPAL GROUPS TO BE CONSULTED: To be decided.

METHOD OF CONSULTATION: Inspection

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I029218 |
|------------------|---------|

TITLE: School Meals Procurement Plan

PURPOSE OF DECISION: To approve procurement plan for school meals re-tender.

FINANCIAL IMPACT: Within existing budget

WHO WILL TAKE DECISION: Executive Member for Education

PRINCIPAL GROUPS TO BE CONSULTED:

METHOD OF CONSULTATION: Meeting(s) with interested parties

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I031011 |
|------------------|---------|

TITLE: Short Break Services Statement

PURPOSE OF DECISION: Agree statement in line with Break for Carers of Disabled Children Regulations (2011)

FINANCIAL IMPACT: None at this time

WHO WILL TAKE DECISION: Executive Member for Children & Young People

PRINCIPAL GROUPS TO BE CONSULTED: Parents of disabled children via email
Aiming High Steering Group
Children's Social Care Management team

METHOD OF CONSULTATION: The different groups will be contacted in writing or by way of meetings.

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I030891 |
|------------------|---------|

TITLE: Support to Schools in Financial Difficulties

PURPOSE OF DECISION: To agree additional support to schools in financial difficulties.

FINANCIAL IMPACT: Within existing budget.

WHO WILL TAKE DECISION: Executive Member for Education

PRINCIPAL GROUPS TO BE CONSULTED: Relevant schools
Schools Forum

METHOD OF CONSULTATION: Meeting with interested parties.
Schools Forum meeting

DATE OF DECISION: 18 Oct 2011

| | |
|------------------|---------|
| REFERENCE | I031073 |
|------------------|---------|

TITLE: Independent Reviewing Officer Annual Report

PURPOSE OF DECISION: To approve the report of the activities of the Independent Reviewing Officer in the past year.

FINANCIAL IMPACT: None at this time.

WHO WILL TAKE DECISION: Executive Member for Education

PRINCIPAL GROUPS TO BE CONSULTED: None.

METHOD OF CONSULTATION: None

DATE OF DECISION: 15 Nov 2011

| | |
|------------------|---------|
| REFERENCE | I031140 |
|------------------|---------|

TITLE: Youth Justice Strategic Plan 2011/12

PURPOSE OF DECISION: The plan provides the strategic framework for the Borough and its partners' delivery of effective youth justice interventions in Bracknell Forest and is a statutory requirement.

FINANCIAL IMPACT: Within existing budget

WHO WILL TAKE DECISION: Executive Member for Children & Young People

PRINCIPAL GROUPS TO BE CONSULTED: Youth Offending Service staff team, YOS Performance Management Group, Departmental Management team (CYPL), Community Safety Partnership

METHOD OF CONSULTATION: By email and meeting(s) with interested parties

DATE OF DECISION: 15 Nov 2011

| | |
|------------------|---------|
| REFERENCE | I029285 |
|------------------|---------|

TITLE: Children, Young People and Learning Asset Management Plan 2011-2014

PURPOSE OF DECISION: To approve the Children, Young People and Learning Asset Management Plan 2011-2014.

FINANCIAL IMPACT: Within existing budget

WHO WILL TAKE DECISION: Executive Member for Education

PRINCIPAL GROUPS TO BE CONSULTED: Schools
Governing Bodies

METHOD OF CONSULTATION: Meetings with interested parties

DATE OF DECISION: 13 Dec 2011

| | |
|------------------|---------|
| REFERENCE | I029651 |
|------------------|---------|

TITLE: Contract Award for Connexions Service

PURPOSE OF DECISION: To approve the contract award for Connexions Service.

FINANCIAL IMPACT: Central government grant.

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED:

METHOD OF CONSULTATION: Meeting(s) with interested parties

DATE OF DECISION: 22 May 2012

This page is intentionally left blank