

**EXECUTIVE
20 MAY 2014
5.00 - 5.45 PM**



Present:

Councillors Ward (Vice-Chairman, in the Chair), Dr Barnard, Birch, Brunel-Walker, Mrs Hayes, McCracken and Turrell

Apologies for absence were received from:

Councillor Bettison

1. Declarations of Interest

There were no declarations of interest.

2. Minutes

RESOLVED that the minutes of the meeting of the Executive on 11 March 2014 together with the accompanying decision records be confirmed as a correct record and signed by the Leader.

3. Executive Decisions

The Executive considered the reports submitted on the items listed below and the decisions taken are recorded in the decision sheets attached to these minutes and summarised below:

Item 5: Children and Young People's Plan 2014-17

RESOLVED that the Children and Young People's Plan 2014-17 be approved

Item 6: Education Transport Policy 2015/16

RESOLVED that, having regard to the equalities screening record appended to the Director of Children, Young People and Learning's report:

- i. The Mainstream Pupil Education Transport Policy 2015/16 be approved
- ii. The Executive approves the Education Transport Policy for Post 16 students be approved

Item 7: SIMS and ONE IT Systems Contract Standing Order Waiver

RESOLVED that:

- i. The Executive approves two Contract Standing Order Waivers for a 6 year period with a 3 year review for the ONE and SIMS software applications. This equates to £1.057m for ONE and £0.486m for SIMS.
- ii. To approve the commencement of this waiver from 1st April 2014 to 31st March 2020.

Item 8: Education Capital Programme Delegation of Awards of Contract

RESOLVED that:

- i. That Contract Standing Orders be waived to enable an executive committee, to be appointed by the Leader, to take the decisions in relation to the award of contracts for the construction works to create new school places at:
 - Garth Hill College
 - Owlsmoor Primary School
 - The Pines Primary School
 - The Brakenhale School
- ii. That the award of the contracts be subject to sufficient resources being available for each project.
- iii. That the decisions be reported to the next available meeting of the Care Portfolio Review Group. Any issues arising that fall outside the remit of the Care Portfolio Review Group would be referred to the appropriate Portfolio Review Group

4. Exclusion of Public and Press

RESOLVED that pursuant to Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000, members of the public and press be excluded from the meeting for the consideration of item 6 which involves the likely disclosure of exempt information under the following category of Schedule 12A of the Local Government Act 1972:

- (3) Information relating to the financial or business affairs of any particular person (including the authority).

Item 10: Recruitment and Retention - Children's Social Care

RESOLVED that:

- i. the Executive be requested to recommend to the Employment Committee that they apply a Key Staff Retention Payment ("Golden Handcuff") as set out in Option 2 Model C of the joint report of the Chief Executive and Director of Children, Young People and Learning , the cost of which is added to the 2015-16 Commitment Budget.
- ii. a review of the structure and job design of Children's Social Care is commissioned to ensure the structure is appropriate to address the operational requirements and long term recruitment and retention issues.
- iii. That the Department continues to monitor the recruitment and retention situation and adjusts the key staff payments accordingly

LEADER

Agenda Item

Bracknell Forest Council Record of Decision

Work Programme Reference	I044429
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1. **TITLE:** Children and Young People's Plan 2014-17
2. **SERVICE AREA:** Children, Young People and Learning
3. **PURPOSE OF DECISION**

To endorse the Children and Young People's Plan, which sets the priorities and partnership actions to be addressed for Children, Young People and Learning for the coming three years, and to recommend to Council for adoption.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive
6. **DECISION:**

That the Children and Young People's Plan 2014-17 be approved

7. **REASON FOR DECISION**

The Children and Young People's Plan is the defining statement of strategic planning for children and young people in the borough and is central to the work of the Children and Young People's Partnership. It identifies six evidence based priorities which are felt to be essential in ensuring improved outcomes for children, young people and families living and growing up in Bracknell Forest. It is important that the Council endorses the priorities in the plan and that there is support for the delivery of the priorities through existing services and resources.

8. **ALTERNATIVE OPTIONS CONSIDERED**

The Children and Young People's Partnership has considered the option of no longer having a plan, but believe that the plan has proven to be an effective tool that continues to provide a focus on areas for improvement that can best be achieved through working in partnership.

9. **PRINCIPAL GROUPS CONSULTED:** Children, young people and families, research including views of parents, partners and stakeholders.
10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.
11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
20 May 2014	28 May 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I044735
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1. **TITLE:** Education Transport Policy 2015/16
2. **SERVICE AREA:** Children, Young People and Learning
3. **PURPOSE OF DECISION**

For Members to agree the Education Transport Policy for 2015/16.

4. **IS KEY DECISION** Yes
5. **DECISION MADE BY:** Executive

6. **DECISION:**

That, having regard to the equalities screening record appended to the Director of Children, Young People and Learning's report,

- i. The Mainstream Pupil Education Transport Policy 2015/16 be approved
- ii. The Executive approves the Education Transport Policy for Post 16 students be approved

7. **REASON FOR DECISION**

To ensure compliance with statutory requirements to publish Education transport policies.

8. **ALTERNATIVE OPTIONS CONSIDERED**

No alternative option was considered.

9. **PRINCIPAL GROUPS CONSULTED:** Schools
The Public
10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.
11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
20 May 2014	28 May 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I046155
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1. **TITLE:** SIMS and ONE IT Systems Contract Standing Order Waiver

2. **SERVICE AREA:** Children, Young People and Learning

3. **PURPOSE OF DECISION**

To approve a contract standing order waiver for the annual maintenance contract with Capita for both the ONE and SIMS Management Information Systems for six years.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That:

- i. The Executive approves two Contract Standing Order Waivers for a 6 year period with a 3 year review for the ONE and SIMS software applications. This equates to £1.057m for ONE and £0.486m for SIMS.
- ii. To approve the commencement of this waiver from 1st April 2014 to 31st March 2020.

7. **REASON FOR DECISION**

- i. Contract Standing Orders require waivers over £0.4m to be approved by the Executive. Both proposed waivers exceed this threshold.
- ii. Capita is currently the only supplier and consequently there is no effective market for much of the functionality covered by these two systems

8. **ALTERNATIVE OPTIONS CONSIDERED**

- i. Go out to competition for both systems. This would be costly and of little benefit, considering the current functionality on offer and the recent patch upgrades on both systems.
- ii. Go out to competition for ONE. This will involve finding an alternative to the integration solution (B2B) which currently exists between the two systems. As this has also been developed by Capita, it will be difficult to find software that can offer the same technology links. Therefore adding cost to a solution

9. **PRINCIPAL GROUPS CONSULTED:** None.

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
20 May 2014	28 May 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I047080
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1. **TITLE:** Education Capital Programme Delegation of Awards of Contract

2. **SERVICE AREA:** Children, Young People and Learning

3. **PURPOSE OF DECISION**

That the Executive approve the delegation of awards of contract to the Director of Children, Young People & Learning in consultation with the Executive Member for Children, Young People & Learning for the school expansion construction works at Owlsmoor, The Pines, Garth Hill College and Brakenhale Schools.

4. **IS KEY DECISION** Yes

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That:

i. That Contract Standing Orders be waived to enable an executive committee, to be appointed by the Leader, to take the decisions in relation to the award of contracts for the construction works to create new school places at:

- Garth Hill College
- Owlsmoor Primary School
- The Pines Primary School
- The Brakenhale School

ii. That the award of the contracts be subject to sufficient resources being available for each project.

iii. That the decisions be reported to the next available meeting of the Care Portfolio Review Group. Any issues arising that fall outside the remit of the Care Portfolio Review Group would be referred to the appropriate Portfolio Review Group

7. **REASON FOR DECISION**

i. The Garth Hill College project is a large and complex programme and will take a long time to build. The DfE grant funding is subject to a strict time condition requiring the works to be completed for September 2015. This programme has always been under significant pressure to achieve to this timescale. Tenders are due to be returned in late June 2014 for a contract award in July 2014.

ii. The planned works at Owlsmoor are also subject to the same strict grant funding conditions as Garth Hill College. Tenders for the works at Owlsmoor Primary School will be returned in early July 2014, to allow the project to start in the 2014 school

summer holiday period.

- iii. The tenders for the planned works at The Pines and The Brakenhale School have already been returned, but are in excess of the available resources, and now require value engineering to make the project affordable and within the available resources.
- iv. The sub committee of Members was proposed by Portfolio Review Group on 28-April to provide an appropriate level of Member oversight/involvement in the award decision-making process.

8. ALTERNATIVE OPTIONS CONSIDERED

- i. Delaying the award decisions would adversely affect the programmes of all four projects as set out in section 3 of the Director of Children, Young People and Learning's report.
- ii. The Executive, if they do not want to delegate the award decisions, could convene a special meeting to approve the contract awards within the timescale constraints of the programmes

9. **PRINCIPAL GROUPS CONSULTED:** Headteachers
Governing Bodies
Parents, staff, neighbours

10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.

11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
20 May 2014	28 May 2014

**Bracknell Forest Council
Record of Decision**

Work Programme Reference	I046900
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1. **TITLE:** Recruitment and Retention - Children's Social Care

2. **SERVICE AREA:** Children, Young People and Learning

3. **PURPOSE OF DECISION**

To consider options for addressing recruitment and retention challenges in relation to children's social care.

4. **IS KEY DECISION** No

5. **DECISION MADE BY:** Executive

6. **DECISION:**

That:

- i. the Executive be requested to recommend to the Employment Committee that they apply a Key Staff Retention Payment ("Golden Handcuff") as set out in Option 2 Model C of the joint report of the Chief Executive and Director of Children, Young People and Learning , the cost of which is added to the 2015-16 Commitment Budget.
- ii. a review of the structure and job design of Children's Social Care is commissioned to ensure the structure is appropriate to address the operational requirements and long term recruitment and retention issues.
- iii. That the Department continues to monitor the recruitment and retention situation and adjusts the key staff payments accordingly

7. **REASON FOR DECISION**

In order to ensure that the Council meets its statutory duties in relation to children's social care it is vital that a team of high quality staff are recruited and retained. With neighbouring Councils increasing their social work salaries by significant amounts, this is having an unsettling effect on current permanent staff and may result in more staff leaving to take up permanent or agency employment. This will increase the reliance of the Council on high cost agency cover to fulfil statutory duties. A reduction in the turnover together with more effective recruitment will assist in dealing with the pressures of increasing demand across the service.

8. **ALTERNATIVE OPTIONS CONSIDERED**

- i. There has been growing concern in the Council over the increasing challenge of the recruitment and retention of children's social care professionals. Due to the possible introduction of a new pay and grading structure for the Council no separate review of

the reward package has been undertaken, but as there will not be a new pay and grading scheme introduced in the near future, the Council will need to consider the option of additional payments to secure a strong workforce.

- ii. Alternative options that have been considered include maintaining remuneration at current levels, reviewing workloads and practices, consideration of the structure of the service and approaches taken by other local authorities.
 - iii. Three options and four models for revising salary levels are presented in the paper for consideration
9. **PRINCIPAL GROUPS CONSULTED:** Not applicable
10. **DOCUMENT CONSIDERED:** Report of the Director of Children, Young People & Learning.
11. **DECLARED CONFLICTS OF INTEREST:** None

Date Decision Made	Final Day of Call-in Period
20 May 2014	28 May 2014