

## **NOTICE OF MEETING**

**Children, Young People & Learning Overview and Scrutiny Panel  
Wednesday 9 January 2019, 7.30 pm  
Council Chamber - Time Square, Market Street, Bracknell,  
RG12 1JD**

### **To: CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW AND SCRUTINY PANEL**

Councillor Mrs Birch (Chairman), Councillor Brossard (Vice-Chairman), Councillors Ms Gaw, Mrs Hamilton, Ms Hayes, Mrs McCracken, Skinner, Virgo and Mrs Temperton

**Church Representatives** (Voting in respect of Education matters only)

Two Vacancies

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

Two Vacancies

**Teachers' Representative** (Non-Voting)

Ms D Owen

**Children's Social Care Representative** (Non-Voting)

Ms C Barrett

**cc: Substitute Members of the Panel**

Councillors Allen, Mrs Ingham, Ms Merry, Peacey and Porter

Gill Vickers

Executive Director: Delivery

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Published: 21 December 2018



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Panel  
Wednesday 9 January 2019, 7.30 pm  
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1JD**

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**AGENDA**

A pre-meeting for Panel Members will be held at 7pm in the Boardroom.

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 26 September 2018.

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

Members are asked to declare any disclosable pecuniary or affected interests 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.

Any Member with a Disclosable Pecuniary Interest in a matter should withdraw from the meeting when the matter is under consideration and should notify the Democratic Services Officer in attendance that they are withdrawing as they have such an interest. If the Disclosable Pecuniary Interest is not entered on the register of Members interests the Monitoring Officer must be notified of the interest within 28 days.

Any Member with an Affected Interest in a matter must disclose the interest to the meeting. There is no requirement to withdraw from the meeting when the interest is only an affected interest, but the Monitoring Officer should be notified of the interest, if not previously notified of it, within 28 days of the 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. **PUBLIC PARTICIPATION**

To receive submissions from members of the public which have been submitted in advance in accordance with the Council's Public Participation Scheme for Overview and Scrutiny.

6. **DRAFT BUDGET PROPOSALS 2019/20**

To consider key themes and priorities for Children, Young People and Learning as outlined in the Council's draft budget proposals for 2019/20.

11 - 62

*Panel members are asked to give advance notice to the Chairman of any questions relating to the draft budget consultation in advance of the meeting.*

7. **OVERVIEW OF DEPARTMENTAL CHANGES**

Nikki Edwards, Executive Director, People, will give a verbal update on departmental changes in the Council affecting services for Children and Young People.

8. **LOCAL AUTHORITY SCHOOL DATA DASHBOARD**

Members are asked to scrutinise the Local Authority School Data Dashboard prepared by MiME 'making information matter' on behalf of the local authority.

63 - 76

9. **CORPORATE PARENTING ADVISORY PANEL**

To receive the minutes of the meeting of the Panel held on 21 September 2018.

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10. **UPDATE ON TASK & FINISH GROUPS**

Members to provide verbal updates on Task & Finish Groups.

11. **QUARTERLY SERVICE REPORT (QSR)**

To consider the latest trends, priorities and pressures in terms of departmental performance as reported in the Quarterly Service Report for the second quarter of 2019/20 (July to September) relating to Children, Young People and Learning. An update of the key issues relating to the second quarter will be provided.

81 - 108

*Panel members are asked to give advance notice to the Governance and Scrutiny Team of any questions relating to the Quarterly Service Report where possible.*

12. **EXECUTIVE FORWARD PLAN**

To consider scheduled Executive Key and Non-Key Decisions relating to Children, Young People and Learning.

109 - 112

13. **SCHOOL IMPROVEMENT ACCOUNTABILITY BOARD**

For information, members are asked to note the report which provides an update on the meeting of the School Improvement Accountability Board held on 22 November 2018.

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14. **DATE OF NEXT MEETING**

The next meeting of the Children, Young People & Learning Panel has been scheduled for 20 March 2018.

**CHILDREN, YOUNG PEOPLE & LEARNING  
OVERVIEW AND SCRUTINY PANEL  
26 SEPTEMBER 2018  
6.35 - 9.17 PM**



**Present:**

Councillors Mrs Birch (Chairman), Brossard (Vice-Chairman), Ms Gaw, Mrs Hamilton, Ms Hayes and Mrs Temperton  
Ms D Owen, National Education Union representative

**Executive Members:**

Councillor Gareth Barnard

**Also Present:**

Nikki Edwards, Executive Director, People  
Rachel Morgan, Assistant Director, Education and Learning  
Thom Wilson, Assistant Director, Commissioning  
Sonia Johnson, Interim Assistant Director, Children's Social Care  
Tom Wheeler, Consultant, Children, Young People and Learning

**Apologies for absence were received from:**

Councillors Mrs McCracken, Skinner, Virgo and Ms C Barrett

**17. Minutes and Matters Arising**

**RESOLVED** that the Minutes of the Children, Young People and Learning Overview and Scrutiny Panel held on 13 June 2018 be approved as a correct record, and signed by the Chairman.

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

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

**19. Urgent Items of Business**

There were no items of urgent business.

**20. Public Participation**

No submissions had been made by members of the public under the Council's Public Participation Scheme for Overview and Scrutiny.

**21. Early Help Family Hubs (youth provision)**

Tom Wheeler, Consultant, Children's Social Care, explained he had been asked to look at bringing together disparate teams from across the Early Help Support Service, alongside Karen Frost, Head of Early Intervention, Early Help and Communities. The process involved engaging with staff to design new models and principles. This was then worked up into an Early Help Family Hub model to maximise case holding

capacity and multi-disciplinary co-working with the aim of increasing high quality outcomes for children and families. The youth service had been integral to this process of re-design. Interviews had taken place during the last two days to appoint two Locality Managers who would continue to take the project forward.

As a result of discussions the following comments and questions were made:

- Members expressed concern about the same youth worker potentially working with a youth and their parents. It was acknowledged a young person may feel able to speak to a youth worker rather than a family member and confidentiality was critical. Nikki Edwards, Executive Director, People, confirmed there would be no difference from the young person's point of view and the new way of working should afford better understanding of the whole community for workers.
- Members queried if the excellent work of youth workers in Bracknell schools would continue and were informed there were no plans to remove that work or any work where evidence from teams and young people showed work was improving children or young people's life chances.
- Members requested assurances that Children's Centres would continue to remain open to all families in the locality and were informed this was the intention.
- Members were keen to see how the Youth Council fit into this process and were informed there would still be outreach work in schools, particularly around topics such as mental health and sexual health.
- There were two youth specialists whose role was specifically to strengthen the relationship between Children's Centres and schools.
- Members queried if the team had looked at Family Hub Models elsewhere in the country and were informed Karen Frost, Head of Early Intervention, Early Help and Communities had visited other areas and looked at what fit with the Council plan.
- Members asked if there had been any challenge around the new model, as there had been during consultation in July on the Stay and Play model. Tom Wheeler, Consultant, Children's Social Care, acknowledged there had been some challenge from staff, particularly about change of contracts from term time only to full year contracts. The model had been revised to take into account issues raised and it was agreed current staff would continue on term time only contracts but new staff would be appointed on full year contracts.
- Thom Wilson, Assistant Director, Commissioning, informed members the youth team had expressed a preference to work as a single team but agreement had been reached to integrate them into a multi-disciplinary team. The change to two teams, rather than four, was a direct result of feedback from staff. This had involved numerous workshops and consultation over five months.
- Members were pleased to note the new model included specific roles for young carers, gypsy/Roma/traveller community, Elective Home Education and Child Missing Education.
- Members queried if caseloads would be allocated geographically. The Chair welcomed Sonia Johnson, Interim Assistant Director, Children's Social Care, who explained caseloads would be allocated geographically unless there appeared to be capacity issues in a particular locality or if particular cases were more complex.
- Members asked when they could expect to see the results of the changes reflected in outcomes, i.e. diminishing the difference between children in receipt of pupil premium funding and the rest of their cohort. Nikki Edwards, Executive Director, People, informed member the current QSR data would act as the baseline and data would reflect outcomes.

- Members asked if qualitative data could also be captured in schools and Rachel Morgan, Assistant Director, Education and Learning, agreed School Standards and Effectiveness Partners (STEPS) would capture the experience of young people.
- Members requested a visit to the Children's Centres next year to check on progress of the new model, which was agreed.

**Actions:**

- **Nikki Edwards, Executive Director, People, to organise visit for CYPL O&S members to Children's Centres next year.**
- **Rachel Morgan, Assistant Director, Education and Learning, to provide a report at the CYPL O&S meeting in March 2019 updating on outcomes of this project and capturing STEPs experience of the implementation of the Early Help Hub Model for schools.**

**22. Pupil Premium Task & Finish Group Update**

Chair of the 'Improving the experience and outcomes of Pupil Premium (double disadvantaged) children' Task and Finish Group, Dee Hamilton, updated members on the work of the Group. So far there had been two productive meetings; agreement on the scope and a number of school visits undertaken by members.

Cllr Mrs Birch and Cllr Gaw said their visit to Uplands Primary School had proved very useful. They received a tour of the school and were shown the school's comprehensive data management system which they thought would be useful to share with other schools as part of the work of the Task and Finish Group.

**23. Corporate Parenting Advisory Panel**

Members noted the minutes of the Corporate Parenting Advisory Panel on 6 July 2018.

**24. Executive Forward Plan**

The following items contained in the Executive Forward Plan were discussed:

- Item 1077871– members queried why there were two different dates on the report. It was clarified one date referred to the start of the consultation and the second date referred to the likely decision date. Members also asked if the statement could be clearer. Nikki Edwards, Executive Director, People, clarified the statement was kept vague until they knew the outcome of the consultation and decision by governors. More detail would be available in the future on this item.
- Item 1078612 - Members asked if they could see the effect on school budgets of additional revenue costs. Cllr Mrs Birch, Chairman, assured members they would be able to as the item would be going to Executive before it was agreed.

**Actions:**

- **Nikki Edwards, Executive Director, People, to provide an update on Special Educational Needs at the next meeting of the Panel on 9 January 2019.**

## 25. **Quarterly Service Report**

Nikki Edwards, Executive Director, People, informed members it had been an interesting last quarter as a directorate leading up to the creation of the People's directorate.

Highlights included the opening of a new school in the Borough, an additional 10 beds available for care leavers; increased learning opportunities for adults and an advocacy service for young people.

Current priorities included recruitment of social workers. There were currently 11 vacancies in the department which would have been higher if additional investment had not been approved by members during the year. Sonia Johnson, Interim Assistant Director, Children's Social Work, informed members they were almost fully staffed at the 'front door' and there were no vacancies in the family worker and social work teams. There were two vacancies which would shortly be filled in the Under 11's safeguarding team. There was more reliance on agency staff in the Over 11's safeguarding team but some agency staff were requesting full time contracts. There were some early signs of outcomes improving for families accessing Early Help and this was expected to improve significantly before the next meeting in January.

Rachel Morgan, Assistant Director, Education and Learning, stated the Learning and Improvement Strategy was showing signs of impact but some Academy schools were not accepting the Borough's most challenging children and this was an issue the Council would take up with the Regional School's Commissioner, with whom they have a good relationship.

An external review of place planning had been commissioned to review local methodology and a report was expected within the next three/four weeks. Until this year place planning accuracy had been within 1% but the number of houses which had not come on stream as quickly as predicted had impacted forecasts, particularly for the number of primary school places required. Gareth Barnard, Executive Member for Children, Young People and Learning, said they had been able to add classes to existing primary schools in the past but this was not always possible with secondary school places and there would always be a tipping point where there were surplus secondary school places until additional houses were built over the next four/five years.

As a result of discussion the following questions and comments were made:

- Members queried why 3.1.03 on page 52 was 'amber' when 3.1.03 on page 48 stated a new maintained nursery would be delivered from September. Nikki Edwards, Executive Director, People, clarified that the 'amber' status related to finding appropriate community facilities to allow PVI providers to provide the flexible 30 hours childcare requirement. Officers were working with schools, businesses and community groups to discuss options. It was agreed Karen Frost, Head of Early Intervention, Early Help and Communities would provide an update to members on this area of work before the next meeting.
- Members requested a visit to Holly House and Rainforest Walk once improvements had been carried out.
- Members queried why 150 young carers had not been through the targeted approach and if this was a resource issue. Sonia Johnson, Interim Assistant Director, Children's Social Work, assured officers all young carers requiring targeted services were receiving them and that some young carers either did not want targeted support or were using mainstream activities to meet their needs. Gareth Barnard, Executive Member, Children, Young People and Learning, stated there was an opportunity for a broader approach to young



carers needs now the People's Directorate was in place. Members discussed national data which suggested approximately 60,000 young carers were present in this area but that some young carers may not wish to be identified and the Council's role was to provide support when they needed it. It was noted Easthampstead Park Community School had recently won an award for a project which had helped identify young carers. It was agreed Karen Frost, Head of Early Intervention, Early Help and Communities, would provide a briefing to members on the work with young carers and plans for the future.

- Members queried the current figure of 0.7% in Ni062 on page 59 as it seemed low compared to the previous figure. Nikki Edwards, Executive Director, People, agreed to check it and send a response to members prior to the next meeting. It was agreed members should review this figure again at the January meeting.
- On page 56 members asked why L327 had decreased and were informed the figure related to young people with disabilities struggling to engage with apprenticeships. Members said they were interested in this issue as they had not looked at it before as a group and asked the Governance & Scrutiny Co-ordinator to add to the workplan for 2019/20.
- Members queried L301 on page 61, which indicated less Education, Health and Care Plans had been issued within 20 weeks. Rachel Morgan, Assistant Director, Education and Learning, to ask Frank Glennon, Head of SEN, for clarification on this item and would send to members before the next meeting.
- On page 69 members asked why there was a £0.039m underspend on SEN support services and were informed it related to an early assessment pilot which was trialled in Owlsmoor School. The school had capacity to assess five children at a time to see whether they were able to remain in mainstream schooling; required catch up interventions or a referral to Kennel Lane was in the best interest of the child.

#### **Actions:**

- **Nikki Edwards, Executive Director, People, to organise a visit for CYPL O&S members to Holly House/Rainforest Walk.**
- **Karen Frost, Head of Early Intervention, Early Help and Communities to provide an update to members on sourcing facilities to support the 30 hour flexible childcare offer.**
- **Karen Frost, Head of Early Intervention, Early Help and Communities, would provide a briefing to members on the work with young carers and plans for the future.**
- **Nikki Edwards, Executive Director, People, agreed to check N1062 on page 59 of QSRs and send a response to members prior to the next meeting clarifying the low current figure of 0.7%.**
- **Governance & Scrutiny Co-ordinator to add apprenticeships (especially for children with a disability) to workplan 2019/20.**
- **Rachel Morgan, Assistant Director, Education and Learning, to ask Frank Glennon, Head of SEN, for clarification on item L301 and send to members before the next meeting.**

#### **26. School performance**

**RESOLVED** that pursuant to Section 100A of the Local Government Act 1972, as amended, and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of the following item which involves the likely disclosure of exempt information under the following category of Schedule 12A of that Act:

(3) By Virtue of Paragraph 3 'Information relating to the financial or business affairs of any particular person (including the authority holding that information)' (Item 12)

The Panel received a detailed report on the provisional 2018 exam and test performance data for Bracknell Forest Schools by Rachel Morgan, Assistant Director, Education and Learning. Key priorities were around leadership and raising expectations, especially for children in receipt of pupil premium funding.

**CHAIRMAN**

**TO: THE EXECUTIVE**  
**DATE: 18 DECEMBER 2018**

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**GENERAL FUND REVENUE BUDGET 2019/20**  
**(Chief Executive/Director of Finance)**

**1. PURPOSE OF REPORT**

- 1.1 Under the Council's constitution, the Executive is required to consult on its detailed budget proposals with the Council's Overview & Scrutiny Commission and any other interested parties or individuals for a period of at least six weeks. This report summarises the current position on the Council's budget preparations for 2019/20 as a basis for that consultation.
- 1.2 As the Council accepted in Autumn 2016 the offer of a four year financial settlement, budget preparations have assumed that funding will be in line with the indicative figures received on 6 February 2018 (as part of the Final Local Government Finance Settlement 2018/19). The Provisional Local Government Financial Settlement was due to be published on the 6 December but has been delayed because of the Brexit vote on the 11 December.
- 1.3 All comments received on these budget proposals will be submitted to the Executive on 12 February 2019. This will allow the Executive to determine its final budget package and recommend the appropriate Council Tax level to Council, which will formally approve the 2019/20 budget and Council Tax on 27 February 2019.

**2 RECOMMENDATIONS**

**That the Executive:**

- 2.1 **Agree the draft budget proposals for 2019/20 as the basis for consultation with the Overview & Scrutiny Commission and other interested parties or individuals.**
- 2.2 **Agree the Treasury Management Strategy and associated documents at Annex E and request that the Governance and Audit Committee review each of the key elements.**
- 2.3 **Agree that the 2019/20 Schools Budget be set at the eventual level of the Dedicated School Grant income plus any accumulated DSG balances and additional Council funding within the limit set out in recommendation 2.4.**
- 2.4 **Agree that up to £1m of additional funding for schools be made available from the Council over the next 4 years to help mitigate the financial impact of new schools.**
- 2.5 **Authorise the Executive Member for Children, Young People and Learning to agree the allocation of the sums available for schools funding as set out in recommendation 2.4 having regard to the decisions and recommendations of the Schools Forum and to agree detailed budgets for services centrally managed by the Council.**

- 2.6 Approve the virements relating to the 2018/19 budget as set out in Annexes F and G and recommend those that are over £0.100m for approval by Council.**

### **3 REASONS FOR RECOMMENDATIONS**

- 3.1 The recommendations are designed to allow the Executive to consult on its draft budget proposals for 2019/20 as required by the Local Government Act 2003.

### **4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 The range of options being considered is included in the report and its Annexes.

### **SUPPORTING INFORMATION**

## **5 COMMITMENT BUDGET 2019/20 – 2021/22**

- 5.1 Initial preparations for the 2019/20 budget have focussed on the Council's Commitment Budget for 2019/20 – 2021/22. This brings together the Council's existing expenditure plans, taking account of approved commitments and the ongoing effects of service developments and efficiencies that were agreed when the 2018/19 budget was set.

- 5.2 A number of changes are proposed to the Commitment Budget since it was last considered by the Executive in February and are reflected in the summary in Table 1. The most significant changes in 2019/20 are set out below:

- Interest on external borrowing is expected to be significantly less than previously budgeted as a result of slippage in the capital programme, the pre-payment of pension contributions and improved cash balances. The improved cash position primarily relates to capital grants received, additional Community Infrastructure Levy and S106 receipts (-£1.512m);
- Slippage within the adults transformation programme which is now expected to deliver -£0.616m of savings in 2019/20 (£1.084m);
- Slippage within the Parks and Open Spaces transformation programme where the savings relating to the country park are now expected to be delivered in 2020/21 (£0.158m);
- An Invest to Save Scheme at Bracknell Leisure Centre will generate additional management fee income (-£0.325m).
- Further increases in car parking income are no longer expected to be achievable (£0.162m).
- Net income expected from commercial properties has been reduced (£0.250m).

The overall impact of these changes is to decrease the Council's Commitment Budget by £0.118m compared to the position reported in February.

- 5.3 Taking account of these changes, Table 1 summarises the position and shows that base expenditure (excluding schools) is planned to decrease by £3.085m to £80.570m next year, primarily due to the expected savings from the Transformation Programme, before consideration is given to allowances for inflation and the budget proposals identified by individual Directorates in 2019/20. The commitment budget is shown in more detail in Annexe A.

Table 1: Summary Commitment Budget 2019/20-2021/22

	Planned Expenditure		
	2019/20 £000	2020/21 £000	2021/22 £000
Base Budget	83,655	80,570	80,615
<i>Movements in Year:</i>			
Central	-190	-551	-42
Delivery	-536	-113	0
People (excluding schools)	-867	-21	-564
Non Departmental / Council Wide	-1,492	730	800
<i>Total Movements</i>	-3,085	45	194
<b>Adjusted Base</b>	<b>80,570</b>	<b>80,615</b>	<b>80,809</b>

## 6 PROVISIONAL LOCAL GOVERNMENT FINANCE SETTLEMENT 2019/20

- 6.1 The Government's Autumn Budget, published on 29 October 2018, set out the government's plans for the economy based on the latest forecasts from the Office for Budget Responsibility. This indicated that additional resources would be made available in 2019/20 for social care. It has been confirmed that this will equate to additional income of -£0.980m for Bracknell Forest. This has been reflected in the budget proposals in Table 5. Business Rates will also be reduced by a third over two years for small businesses (those with a rateable value of £51,000 or less) with the resultant loss in income being fully funded via a section 31 grant.
- 6.2 The Council's budget is set within the context of a 4-year Local Government Funding Settlement (LGFS) published following the General Election in May 2015. As such, 2019/20 is the final year of this agreement, and initial budget preparations therefore focused on the published indicative figures. The Government has indicated it will aim to publish provisional figures in early December and final figures by the end of January for 2019/20 and future years. The Provisional Local Government Finance Settlement was therefore expected to be published on 6<sup>th</sup> December, however the debate and vote on the Brexit negotiations has resulted in an inevitable delay until at least 11<sup>th</sup> December. Some of the grant information follows a number of days or weeks after the provisional settlement and any changes will be incorporated into the February report along with any changes in the Final Settlement.
- 6.3 Funding from central government is currently received through Revenue Support Grant (RSG) and Specific Grants. For planning purposes an estimate of the reduction in central government support has been incorporated within these budget projections, reflecting a further cut of £2.7m in RSG, to £1.7m, for 2019/20 (in 2018/19 RSG was subsumed into the Business Rates Baseline as part of the pilot).

6.4 The Council also receives substantial external funding through a number of specific grants for which the following assumptions have been included within the latest budget projections.

a) New Homes Bonus

In 2015/16 the Government consulted on a number of possible reforms to the New Homes Bonus to sharpen the incentive for housebuilding and provide £800m for Adult Social Care. The outcome of the consultation was announced alongside the Provisional LGFS for 2017/18. The Government decided to:

- reduce the number of years for which legacy payments are made from 6 years to 5 years in 2017/18 and then to 4 years from 2018/19 and
- set a national baseline for housing growth to sharpen the incentive for councils to deliver more new homes. The Government chose to set the initial baseline in 2017/18 at 0.4% below which the Bonus will not be paid but retained the option of making adjustments to the baseline in future years in the event of significant and unexpected housing growth.

The Government subsequently consulted over the Summer in 2017 on further changes to the scheme, however the proposal to link New Homes Bonus payments to the number of successful planning appeals was not implemented. In the July 18 consultation on the 2019/20 LGFS, the Government confirmed that it intended to increase the baseline in 2019/20 due to the continued upward trend in house building. An increase in the threshold would further reduce the level of funding received.

Looking beyond 2019/20, the Government has already indicated it intends to make further reforms in order to incentivise housing growth more effectively. The example given involves using the Housing Delivery Test results (a percentage measurement of the number of net homes delivered against the number of homes required over a three year period) to reward delivery or incentivising plans that meet or exceed local housing need. A consultation will be issued in due course.

As a result of the reforms to date, funding has reduced from -£3.9m in 2016/17 to -£1.8m in 2018/19 with a further reduction of £0.390m having been included in the draft budget proposals. The impact of the threshold change will be confirmed in the Provisional Settlement.

b) Other Specific Grants

Some of the largest specific grants received by the Council are the ring-fenced Public Health, NHS funding streams and Better Care Fund. Additional funding for Adult Social Care was announced as part of the national Spring 2017 Budget (-£0.929m for Bracknell Forest in 2017/18, -£1.016m in 2018/19 and -£0.509m in 2019/20). As the -£1.016m of grant funding is reflected in the base budget, the Commitment Budget shows this reducing by £0.507m in 2019/20 and by £0.509m to zero in 2020/21. Indicative improved better care funding for 2019/20 included in the Final Settlement last year, shows a net increase of £0.039m compared to 2018/19, additional income of -£0.546m is therefore reflected in the budget proposals in Table 5.

The Government has confirmed that the ring-fence on Public Health will be retained until 2019. Indicative figures provided in 2017/18 show a further reduction in grant of -£0.107m to -£3.943m in 2019/20.

- 6.5 It is likely that any further changes to the methodology and allocations to these specific grants will be implemented as part of the changes to the overall Local Government Funding System in 2020/21, which includes the introduction of 75% Business Rates retention.
- 6.6 A third important stream of income for the Council is Business Rates, a proportion of which is retained locally following the introduction of the Business Rates Retention reforms in April 2013. The level of Business Rates changes each year due to inflationary increases (set by central government), the impact of appeals and local growth or decline as local businesses and economic conditions expand or contract. The Government sets a baseline level of funding against which any growth or reduction is shared between local and central government.
- 6.7 Currently the Council collects significantly more Business Rates than it is allowed to keep and until the 2018/19 Business Rates Pilot only received approximately a quarter of any Business Rates growth. There has however been considerable volatility in Business Rates income following the transfer of a large multi-national company on to the Council's valuation list in 2013/14. Initially this significantly increased the level of Business Rates collected locally but following a successful appeal the rateable value was reduced by 28% in 2016/17. A further appeal was lodged following the 2017 valuation which is still outstanding and it is anticipated that the company will join the Central Rating List when the new Business Rates system is introduced in 2020/21. An unavoidable consequence of this has been significant volatility in the Collection Fund balance each year. In 2017/18 a significant surplus of -£3.045m was projected on the Business Rates element of the Collection Fund. This was transferred into the Future Funding Reserve in 2018/19 and has been reversed out of the budget proposals in Table 5 due to the one-off nature of the income. A final projection for the Collection Fund in 2018/19 will need to be made by the 31 January which will be incorporated into the February budget report. Early indications are that there will be a significant deficit which will be met from the Future Funding Reserve.
- 6.8 At this stage, Business Rates income is forecast to grow in line with the Government's baseline assumptions, with growth from the opening of the regenerated Town Centre being reflected in last year's budget.
- 6.9 The Government has announced that it still intends to introduce a new system by 2020/21, however this will now be based on 75% retention of Business Rates growth locally. To coincide with this a fair funding review is currently underway which will calculate the new baseline funding levels for individual local authorities based on an up-to-date assessment of their relative needs and resources. Existing grants including Revenue Support Grant and the Public Health Grant will be incorporated into the revised baseline and more responsibilities are likely to be transferred to Local Government to ensure that the new system is fiscally neutral overall. The outcome of these deliberations is impossible to determine, although it will almost certainly have a significant long-term impact on the funding of the Council.
- 6.10 This will most likely mean that all or a large part of the additional business rates that the Council has secured through the company referred to above and from the town centre opening in 2017 will no longer directly benefit Bracknell Forest. This is a consequence of Bracknell Forest having for many years been able to generate income significantly in excess of its assessed funding needs. As the Council uses a significant element of Business Rates growth (approximately £4m) to support the budget, this will result in a significantly increased budget gap in 2020/21.

### Business Rates Pilots

- 6.11 The six Berkshire Unitaries successfully bid for 100% rates retention pilot status in 2018/19, with Bracknell Forest acting as the lead authority. As a result, Revenue Support Grant (RSG) was incorporated into the calculation of the Council's Business Rates baseline funding level and no levy will be chargeable on any growth achieved above this level enabling 100% to be retained locally. Although the actual benefits will depend on the level of business rates collected during 2018/19 the budgeted position for Berkshire as a whole was initially assessed as around £35m and subsequently predicted to offer a net gain of approximately £50m. Under the joint proposal £25m of this is being provided to the Thames Valley Berkshire LEP to undertake improvements in transport infrastructure that would help secure further economic and housing growth within the County. The remainder will be allocated across the individual authorities in proportion to their actual growth in business rates income.
- 6.12 The budgeted net gain for Bracknell Forest resulting from the additional Business Rates and Section 31 grant (relating to previous Business Rates policy decisions) income totalled approximately £7m. The Council took the prudent decision not to use any of this additional income to support the 2018/19 budget but instead to transfer it to the Future Funding Reserve. This was due to the one-off nature of the income and the fact that any increase in the reliance on Business Rates growth above the £4m currently used to support the budget (see paragraph 6.10) would simply create the potential for a greater "cliff edge" in 2020/21, when the new funding system is expected to remove or significantly reduce this gain. The resources will now be available to provide protection against the significant funding changes expected from 2020/21, at which point the level of General Reserves is expected to be closer to the minimum prudent level.
- 6.13 Although thought to be a possibility at one point, the Government has decided not to automatically continue with the current pilots into 2019/20. They have invited proposals to pilot a 75% rate retention system, reducing the incentive from the 100% retention in the current year to make it more affordable. Existing pilot areas are permitted to bid again, but will receive no favourable treatment. Unlike in the current year, there will be no "no detriment" arrangement, i.e. pilot authorities will need to accept the potential to lose as well as gain. However, in Berkshire, this is thought to be a very unlikely scenario.
- 6.14 Recognising the potential financial gains that pilot status can bring to fund strategic infrastructure improvements and support local budgets, the Berkshire authorities, including Berkshire Fire Authority this time, have submitted a proposal. It is very similar in structure to the successful 2018/19 bid, with around £11m of the potential gains being pooled and the remainder being retained by individual authorities.
- 6.15 Given the potential benefits, the level of competition between areas to attain pilot status will be high and therefore the likelihood of success was felt to be low. Areas are expected to be informed just before or as part of the provisional LGFS.
- 6.16 Income from Business Rates growth will reduce next year as a consequence of moving away from 100% rates retention under the existing pilot. Currently the base budget includes a transfer of £8.2m into the Future Funding Reserve. This transfer will be reduced accordingly so that any loss in income does not impact on the budget gap.



## 7 COUNCIL TAX

- 7.1 Council Tax at present levels will generate total income of -£57.345m in 2019/20. An increase in the Council Tax Base arising from the occupation of new properties during 2019/20 and a reduction in the take-up of the Local Council Tax Benefit Support Scheme is forecast to contribute an additional -£0.348m (+0.6%). The Council Tax Base for 2019/20 has therefore been set at 45,573 Band D equivalents.
- 7.2 The surplus/deficit on the Council Tax element of the Collection Fund in 2018/19 will need to be assessed by the 15 January 2019. Early indications are that there will be a material deficit, caused primarily by a lower than expected growth in the taxbase. This figure will impact on the 2019/20 budget and will be incorporated into the February budget report.
- 7.3 The Government limits Council Tax increases by requiring councils to hold a local referendum for any increases in excess of a threshold percentage which is normally included in the Local Government Financial Settlement. In 2017/18 a referendum was required for Council Tax increases of 3% or more. Early indications are that the same level will be set in 2019/20 but this will not be confirmed until the Provisional Settlement is received. As a council with Social Care responsibilities, Bracknell Forest was able to increase Council Tax by a further 3% in 2017/18 and 2018/19 to support Social Care pressures and the Council's Medium Term Financial Strategy. This will not be an option in 2019/20 as 6% is the maximum permissible increase over the three year period. Each 1% increase in Council Tax would generate approximately -£0.577m of additional income.
- 7.4 The Executive at its meeting in February will recommend to Council the level of Council Tax in light of the Final Settlement, the results of the consultation and the final budget proposals.

## 8 BUDGET PROPOSALS 2019/20

### Service Pressures and Developments

- 8.1 In the face of significant reductions in public expenditure in general and in grants to Local Government in particular the scope to invest in new service provision is severely restricted. Nevertheless, it is important to retain a clear focus to ensure that the Council continues to deliver its six strategic themes. In preparing the 2019/20 draft budget proposals each directorate has evaluated the potential pressures on its services and these are set out in Annexe B. Table 2 summarises the pressures by directorate.

Table 2: Service Pressures/Development

<b>Directorate</b>	<b>£'000</b>
Central	98
Delivery	731
People (excluding schools)	1,758
Non Departmental / Council Wide	0
<b>Total Pressures/Developments</b>	<b>2,587</b>

- 8.2 Many of the pressures are simply unavoidable as they relate to current levels of demand or legislation changes. They do, however, also support the six strategic themes included in the new Council Plan in the following way:

- people have the life skills and education opportunities they need to thrive (£0.073m);
  - people live active and healthy lifestyles (£0.850m);
  - a clean, green, growing and sustainable place (0.479m);
  - strong, safe, supportive and self-reliant communities (£0.970m);
  - provide value for money (£0.153m).
- 8.3 Service pressures will be kept under review throughout the budget consultation period. There is always the risk in Social Care services in particular that the numbers of people requiring care packages, the content of existing care packages and contract inflation will vary considerably from the assumptions included in these draft budget proposals. Any revisions to service pressures will be reported to the Executive in February.
- 8.4 In addition to these revenue proposals the Council continues to invest in its priorities through targeted capital expenditure. Details are contained in the capital programme report, but the cost of funding all potential commitments arising from these various proposals is included in these draft budget proposals.

Service Economies

- 8.5 Members and officers have held regular meetings to determine options for savings and a list of potential draft budget savings has been developed, to supplement the Transformation savings included in the Commitment Budget. This list totals -£1.890m and is attached at Annexe C and summarised in Table 3. As in previous years, economies have focused as far as possible on increasing efficiency, income generation and reducing central and departmental support rather than on front line services. There will potentially be some impact on services, although this has been minimised to a large degree.

Table 3: Summary Service Economies

<b>Directorate</b>	<b>£'000</b>
Central	-96
Delivery	-1,059
People (excluding schools)	-637
Non Departmental / Council Wide	-84
<b>Total Savings</b>	<b>-1,876</b>

Significant Budget Decisions

- 8.6 Consideration and approval of the budget is a major policy decision. However, the budget, by its nature, includes a range of proposals, some of which in themselves represent important policy decisions. More details on each of the proposals are included in Annexe C.
- 8.7 As the budget report is a policy document and is subject to at least six weeks consultation, the identification of these issues within the budget report facilitates detailed consultation on a range of significant policy decisions.

### Council Wide Issues

- 8.8 Apart from the specific budget proposals contained in Annexes B and C there are some Council wide issues affecting all directorates' budgets which need to be considered. The precise impact of these corporate budgets is likely to change before the final budget proposals are recommended, however the current view on these issues is outlined in the following paragraphs.

a) Capital Programme

As outlined above, the scale of the Council's Capital Programme for 2019/20 will impact upon the revenue budget and will itself be subject to consultation over the coming weeks. All new spending on services will need to be funded from new capital receipts (including CIL), government grants, developer contributions or borrowing. The proposed Council Funded Capital Programme of £13.751m and externally funded (including self-funding schemes) programme of £11.586m for 2019/20 features in a separate report on tonight's agenda. After allowing for projected receipts of approximately £5m in 2019/20 and carry forwards, the additional revenue costs will be £0.014m in 2019/20 and £0.441m in 2020/21. These figures include on-going costs associated with the maintenance and support of IT capital purchases, which will help enable the Council's transformational change.

b) Interest and Investments

Now that the Council is in no longer debt-free and is reliant on external borrowing to fund its capital investments, returns on surplus cash are likely to remain relatively low during 2019/20 and beyond.

As such the impact of interest rates on borrowing rates are of greater significance to the Council. The flow of generally positive economic statistics after the quarter ended 30 June meant that it came as no surprise that the Monetary Policy Committee (MPC) came to a decision on 2 August to make the first increase in Bank Rate above 0.5% since the financial crash, from 0.5% to 0.75%. However, the MPC emphasised again, that future Bank Rate increases would be gradual and would rise to a much lower equilibrium rate, (where monetary policy is neither expansionary nor contractionary), than before the crash; indeed they gave a figure for this of around 2.5% in ten years' time but they declined to give a medium term forecast. It is unlikely that the MPC will increase the Bank Rate in February 2019, ahead of the deadline in March for Brexit. Similarly, the MPC is more likely to wait until August 2019, than May 2019, before the next increase, to be followed by further increases of 0.25% in May and November 2020 to reach 1.5%. However, the cautious pace of even these limited increases is dependent on a reasonably orderly Brexit.

The Council's own forecasts are cautious and in line with a subdued path for increases in Bank Rate likely in the latter half of 2019 and into 2020. Long-term interest rates remain close to historical lows with 10-year and 25-year Public Works Loan Board rates in the region of 2.5% to 2.8%. Shorter dated maturities, less than 1 year, will track base rates and as such are not expected to increase materially over the next 12 months. Given a mix of borrowing maturities (longer term maturities will tend to be used for capital investment requirements whilst shorter-dated market loans will be used to manage day-to-day cash flow), the average interest rate on borrowing assumed in the Council's 2019/20 revenue budget is 2.5%.

With borrowing rates close to historical lows, the borrowing strategy of the Council will be to minimise the impact on the revenue account but recognising that better value is in the 40yr to 50yr range. The Council will therefore take a mix of borrowing maturities over the years reflecting the need for day-to-day cash flow and its longer-term capital investment strategy. The Council, in close co-ordination with its Treasury Management advisers, will monitor medium and long-term interest rates and take any necessary decisions based on the information available to effectively and efficiently fund the capital programme.

The Council reviews the annual Treasury Management Strategy Statement under the requirement of the 2011 revised CIPFA Treasury Management in Public Services Code of Practice and Cross Sectoral Guidance Notes (“the CIPFA TM Code”). The Local Government Act 2003 required the Council to “have regard to the Prudential Code and to set Prudential Indicators for the next three years to ensure that the capital investment plans are affordable, prudent and sustainable”. Annexe E outlines the Council’s prudential indicators for 2019/20 – 2021/22 and sets out the expected treasury management activities for this period. These take account of the Commercial Property Investment Strategy (CPIS) agreed by the Executive on 15 November 2016. The MRP policy has been revised to include a “partial deferral” approach for Commercial Properties met from borrowing under the CPIS. MRP will be charged at 10% of the property value over a 15 year period to reflect a realistic level of value risk. It is recommended that the Executive agree the Treasury Management Strategy and associated documents and in line with the Code of Practice request that the Governance and Audit Committee review each of the key elements.

c) Provision for Inflation and Pay Awards

The Commitment Budget excludes the cost of inflation on both expenditure and income. In past years, the Council has restricted the provision for inflation on prices as a general economy measure, to help address the underlying budget gap, although pay awards have been fully funded. In the context of the Council's overall financial position, it is again prudent to consider where the provision for inflation on prices can be limited as an economy measure, although some exceptions will be necessary to reflect actual increases that will not be containable without real service reductions or to meet contractual commitments. In particular it will be important to have realistic discussions with key providers about what level of inflation is genuinely necessary on some contracts and placements.

At this stage the inflation provision is not finalised, although for planning purposes a sum of £2.400m (£2.422m 2018/19) has been added to the budget. This will be achieved by:

- Assuming pay awards of 2% and including any additional impact of the higher increases for NJC staff on old scale point 28 (new scale point 22) or below;
- Negotiating to minimise inflation on contracts;
- Increasing fees and charges in line with the Council's income policy.

The Council will need to consider where it is appropriate and necessary to provide for inflation over the coming weeks so that the actual inflation provision can be added to the final budget report in February 2019.

d) Fees and Charges

Increases in fees and charges are determined by the overall economic conditions, the willingness of customers to pay the higher charges and continued demand for Council services. The Council policy for fees and charges requires each Directorate to consider the level of charges against the following criteria:

- fees and charges should aim, as a minimum, to cover the costs of delivering the service;
- where a service operates in free market conditions, fees and charges should at least be set at the market rate;
- fees and charges should not be levied where this is an ineffective use of resources, i.e. the cost of collection exceeds any income generated.

Certain other fees will attract the percentage determined by statute. The proposed fees and charges are included in Annexe D.

e) Corporate Contingency

The Council manages risks and uncertainties in the budget through the use of a general contingency added to the Council's budget. Every year the Council faces risks on its budget in relation to demand led services, Business Rates and the general economic climate. The Contingency has been reduced by £1.0m to £1.5m as part of the draft budget proposals. This reflects the fact that a significant level of transformation savings have already been achieved and those that have yet to be delivered have been re-profiled within the medium term forecast to take account of any identified slippage.

The Executive will need to make a judgement on the appropriate level of contingency at its February meeting, taking advice from the Director of Finance who will need to certify the robustness of the overall budget proposals in the context of the continuing progress on the Transformation Programme and the Council's remaining general and earmarked reserves. All the reserves will be reviewed to ensure that they are sufficient to manage the financial risks facing the Council in the coming years.

Spending on Schools

8.9 Changes by the Department for Education (DfE) to the way schools and education in general are funded are now reaching a conclusion and are intended to result in an efficient, simple and predictable funding system that is fair and supports pupils to achieve their potential. As the Council is the 6<sup>th</sup> lowest funded education authority, the expectation has always been that the most likely outcome for Bracknell Forest schools would be a funding gain.

8.10 As part of the process, the Education and Skills Funding Agency (ESFA), the executive agency of the DfE, intends to put in place a Schools National Funding Formula (SNFF) to directly fund all schools thereby reducing the role of councils. The main financial responsibilities remaining with councils would relate to ensuring the needs of vulnerable pupils are met, sufficient school places are available, working with schools to ensure they understand and discharge their safeguarding duties, ensuring fair access through admissions and promoting attendance.

## Unrestricted

- 8.11 To enable a measured move to the new framework, transitional arrangements will remain in place with local authorities continuing to set school budgets through to March 2021, within parameters set by the DfE.
- 8.12 The financial impact from the changes during the first 2 years is that there would be an increase in average per pupil funding for Bracknell Forest schools of £3.24m (+5.0%) - £1.70m (+2.7%) in 2018/19 and a further £1.54m (+2.3%) in 2019/20.
- 8.13 Despite the additional funding, there is a significant medium term financial pressure on the Schools Budget arising from the cost of new schools that are being built in response to new housing and the resultant need for more school places in order to fulfil the Council's agreed objective of delivering local schools for local children. In order to provide sufficient places when they are required, new schools will need to open at the start of the developments but will take a number of years to fill up as house building continues. During this period, new schools need additional financial support to cover what can be significant diseconomies of scale.
- 8.14 This cost pressure is not adequately resourced in the funding settlement from the DfE and this is expected to be the case over the medium term. Preliminary forecasts indicated a potential cost pressure on the Schools Budget over the next 4 years of up to £5m. This is after taking account of estimated grant funding the DfE provides to councils for this purpose.
- 8.15 In considering this matter, the Schools Forum expressed its concern to the Executive Member for Children, Young People & Learning about the serious adverse impact on existing schools of the delivery of new schools as there was insufficient funding from the DfE, and requested that the Council give consideration to ways of mitigating the adverse impact by providing additional financial support. The Schools Forum, not the Council has the statutory decision making power to set the amount of budget to support new schools.
- 8.16 A proposal has therefore been developed that shares the additional cost related to new schools between unallocated balances in the Schools Budget, the Council and individual schools. Based on current information, which is still subject to change over the medium term, the total 4 year cost to the Council of this proposal is estimated at £0.967m, with £0.345m in 2019/20 and £0.208m in each year from 2020/21 to 2022/23. The breakdown of what the provisional 4 year funding plan would be, with the Council committing to up to £1m, is:
- |                              |               |
|------------------------------|---------------|
| DSG financed school balances | £0.914m (21%) |
| Contribution from schools    | £2.415m (55%) |
| Contribution from BFC        | £0.967m (24%) |
- 8.17 In addition to grant funding for schools, the DfE makes separate allocations for Early Years funding for 0-4 year olds, pupils with special educational needs and disabilities (SEND) from age 0-24, and a small number of services that support schools and pupils which councils are permitted to manage centrally. Funding for each of these areas are expected to be in line with amounts received in the current year, with the funding to support high need pupils likely to increase by around £0.075m (0.5%).
- 8.18 Taking account of this information, -£93.54m of grant income is estimated to be available to the Council for 2019/20 through the specific ring-fenced Dedicated Schools Grant (DSG). This comprises -£69.95m for the Schools Block, -£7.03m for the Early Years Block, -£15.53m for the High Needs Block and -£1.03m for the Central Schools Services Block.

## Unrestricted

- 8.19 In addition to the DSG, schools also receive revenue funding from other specific grants including School Sixth Forms (currently -£4.643m), the Pupil Premium (-£3.345m), Primary PE and Sports Premium (-0.292m) and the Universal Infant Free School Meals Grant (-£1.487m). All of these amounts are subject to change in 2019/20.

### Spending on schools – decision making

- 8.20 Setting the overall level of the Schools Budget and the operation of the funding formula that distributes the money to schools is a statutory council function. In practice, the Schools Forum is asked to consider a range of proposals and it is expected that its recommendations are implemented, except in exceptional circumstances. The Schools Forum is legally required to determine how much of the overall schools funding is centrally managed by the local authority.
- 8.21 The DfE requires councils to confirm the basis on which actual school budgets will be allocated, including per pupil and all other funding rates, by 21 January 2019. To meet this requirement, 2019/20 school budgets will have to be set on the basis of the estimated level of DSG plus any other grants and accumulated balances. The draft budget proposals are prepared on this basis.
- 8.22 The approval timescale is very tight, with the DfE only expected to release the data that councils must use to set school budgets on the 12 December 2018. To meet the DfE's timescale of approval by 21 January, council statutory decisions around the Schools Budget together with endorsement of the decisions that the Schools Forum has the statutory power to take are normally delegated to the Executive Member for Children, Young People and Learning. Importantly, such decisions need to be made within the context of the overall level of funding agreed by the Executive, which is covered by recommendation 2.4 in this report.

### Summary

- 8.23 Adding the draft proposals to the Commitment Budget and taking account of the corporate issues identified above would result in total expenditure of £78.514m as shown in Table 5.

Table 5: Summary of proposals:

	£'000
Commitment Budget	80,570
Budget Pressures	2,587
Budget Economies	-1,876
Capital Programme	14
Inflation Provision	2,400
Change in Contingency	-1,000
Reversal of the one-off transfer into the Future Funding Reserve for the projected Collection Fund - Business Rates surplus in 2017/18	-3,045
Reduction in New Homes Bonus 2019/20	390
Additional Improved Better Care funding	-546
Additional Social Care Funding	-980
<b>Draft Budget Requirement 2019/20</b>	<b>78,514</b>

- 8.24 Without the Provisional Finance Settlement, assumptions have had to be made on the level of grant income. It has been assumed that the Council can anticipate income of up to -£75.986m. This arises from Revenue Support Grant and Business Rates baseline funding (-£18.293m) and Council Tax at the 2018/19 level (-£57.693m).
- 8.25 With the potential overall cost of the budget package being consulted on in the region of £78.514m, this leaves a potential gap of around £2.528m. Members can choose to adopt any or all of the following approaches in order to bridge the remaining gap:
- an increase in Council Tax;
  - an appropriate contribution from the Council’s revenue reserves, bearing in mind the Medium Term financial position;
  - identifying further expenditure reductions.

## 9 RESERVES

- 9.1 The Council has an estimated £6.5m available in General Reserves at 31 March 2019, assuming that spending in the current year matches the approved budget. Details are contained in Table 6.

Table 6: General Reserves as at 31 March 2019

	£m
General Fund	9.0
Planned use in 2018/19	(2.5)
<b>Estimated Balance as at 31 March 2019</b>	<b>6.5</b>

- 9.2 The Council has, in the past, planned on maintaining a minimum prudential balance of £4m. This assessment is based on the financial risks which face the Council and the Director of Finance considers these in the February report to the Executive at which a final decision on the use of balances can be taken, taking account of the financial position likely to face the Council over the next five years.

## 10 CONCLUSION

- 10.1 The Council’s constitution requires a consultation period of at least six week on the draft budget proposals. In this context, it is inevitable that, of the broad range of options proposed for consultation, not all will necessarily be included in the final budget package. It is also likely that some further issues with a financial impact will arise between now and February. When the Final Settlement is known, the Executive can consider the prudent use of revenue balances to support expenditure in line with the overall medium term financial strategy, along with any further expenditure reductions.
- 10.2 It is suggested, therefore, that the normal process whereby the Overview & Scrutiny Commission reviews the overall budget package and determines whether any specific issues should be considered further by the Overview and Scrutiny Panels at their meetings in January, is followed. The proposals will also be placed on the Council’s website for public consultation.



- 10.3 All comments from the Overview & Scrutiny Commission, Overview and Scrutiny Panels and all others will then be submitted to the Executive on 12 February 2019. This will allow the Executive to determine the final budget package and recommend the appropriate Council Tax level to the Council on 27 February 2019.

## **11 BUDGET MONITORING 2018/19- VIREMENT REQUEST**

- 11.1 A virement is the transfer of resources between two budgets but it does not increase the overall budget approved by the Council. Financial Regulations require formal approval by the Executive of any virement between £0.050m and £0.100m and of virements between directorates of any amount. Full Council approval is required for virements over £0.100m. During 2018/19 a number of virements have been identified which require the approval of the Executive. These have been previously reported to the Corporate Management Team which recommends them to the Executive for approval. They have been included in the Quarterly Service Reports. Details of virements between directorates are set out in Annexe F. Details of internal virements exceeding £0.050m are set out in Annexe G.

## **12 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 12.1 Nothing to add to the report.

### Director of Finance

- 12.2 The financial implications of this report are included in the supporting information.

### Equalities Impact Assessment

- 12.3 The Council's final budget proposals will potentially impact on all areas of the community. A detailed consultation process is planned in order to provide individuals and groups with the opportunity to comment on the draft proposals. This will ensure that in making final recommendations, the Executive can be made aware of the views of a broad section of residents and service users. A number of the budget proposals require specific equality impact assessments to be carried out and draft versions of these are attached in Annexe H. Consultation with equalities groups that are likely to be affected by the proposal is part of the assessment process.

### Strategic Risk Management Issues

- 12.4 A sum of £1.5m is currently included in the draft proposals to meet the costs of unpredictable or unforeseen items that would represent in year budget risks. The Executive will need to make a judgement on the level of Contingency at its meeting in February.
- 12.5 The Director of Finance, as the Council's Chief Finance Officer (Section 151 Officer), must formally certify that the budget is sound. This will involve identifying and assessing the key risk areas in the budget to ensure the robustness of estimates and ensuring that appropriate arrangements are in place to manage those risks, including maintaining an appropriate level of reserves and Contingency. This formalises work that is normally undertaken each year during the budget preparation stages and in

monthly monitoring after the budget is agreed. The Director of Finance will report his findings in February, when the final budget package is recommended for approval.

### 13 CONSULTATION

#### Principal Groups Consulted

- 13.1 The Overview & Scrutiny Commission will be consulted on the budget proposals and may also choose to direct specific issues to individual overview and scrutiny panels. Targeted consultation exercises will be undertaken with business rate payers, the Schools Forum, town and parish councils and voluntary organisations. Comments and views will be sought on both the overall budget package and on the detailed budget proposals. In addition, this report and all the supporting information are publicly available to any individual or group who wish to comment on any proposal included within it. To facilitate this, the full budget package will be placed on the Council's web site at <http://consult.bracknell-forest.gov.uk/portal>. There will also be a dedicated mailbox to collect comments.
- 13.2 The timetable for the approval of the 2019/20 Budget is as follows.

Executive agree proposals as basis for consultation	18 December 2018
Consultation period	19 December 2018 - 29 January 2019
Executive considers representations made and recommends budget.	12 February 2019
Council considers Executive budget proposals	27 February 2019

#### Background Papers

None

#### Contacts for further information

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## Commitment Budget excluding Transformation Savings 2019/20 to 2021/22

	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<b>People</b>				
Approved Budget	48,586	48,734	48,702	48,772
Suitability surveys		-20		20
School Improvement Service		0	70	
Duke of Edinburgh Awards Scheme		-12		
Net Inter Departmental Virements	148			
<b>People Adjusted Budget</b>	<b>48,734</b>	<b>48,702</b>	<b>48,772</b>	<b>48,792</b>
<b>Change in commitment budget</b>		<b>-32</b>	<b>70</b>	<b>20</b>

## Commitment Budget - Transformation Savings 2019/20 to 2021/22

	2017/18 £'000	2018/19 £'000	2019/20 £'000	2020/21 £'000	2021/22 £'000
<b>People</b>					
ChildrensTransformation		-1,180	-734		
<b>People Total</b>	<b>0</b>	<b>-1,180</b>	<b>-734</b>	<b>0</b>	<b>0</b>
<b>Overall Change in Commitment Budget</b>			<b>-766</b>	<b>70</b>	<b>20</b>
<b>Total Budget including Transformation Savings</b>			<b>47,968</b>	<b>48,038</b>	<b>48,058</b>

## Description of Commitment Budget Items for 2019/20 to 2021/22

Directorate and Item	Description
<b>People</b>	
Suitability surveys	Suitability and access surveys are undertaken every three years to update the Asset Management Plan so that up to date information is available to inform investment decisions on the capital programme.
School Improvement Service	A number of income streams will be lost over the next two years which will reduce the previously declared saving.
Duke of Edinburgh Awards Scheme	Completion of the transfer to a new service offered directly by the national scheme which commenced in 2018/19.
<b>TRANSFORMATION RELATED</b>	
<b>People</b>	
Children, Young People and Learning Transformation	CYPL Transformation has identified 7 work streams that will contribute to savings from next year. The key areas where work has commenced on introducing change relate to; the introduction of a whole council Early Help service; reducing unit costs of care, in particular through the development of innovative foster care arrangements; reducing the number of children in care through the work of the Family Safeguarding Model together with a greater focus on supporting young people and their families who are at the edge of care; and a restructure of Senior Leadership.

**PEOPLE**

Description	2019/20 £'000	2020/21 £'000	2021/22 £'000
<p><b>Commissioning and Social Work</b></p> <p>Permanent recruitment of a specialist Exploitation and Prevention Worker (Assistant Team Manager) to support the prevention of exploitation and children going missing. This will ensure coordination and oversight in respect of the guidance (Section 7 of the Social Services Act 1970) which must be complied with in regard to independent return home interviews for children who go missing (each time) from home or care. There were 627 missing episodes last year and over 180 children who had exploitation services (either sexual exploitation or county lines).</p>	54		
<p><b>Looked After Children</b></p> <p>Based on the current costed schedule of known placements, a pressure has been identified to ensure the fulfilment of statutory duties for children and young people in care. This reflects the known number of children being looked after next year. There is significant turnover in the looked after population with varying placements costs depending on the age of child and type of placement needed. A small number of placements are at a very high cost. The pressure also includes an increase (£11,000) from the Adoption Thames Valley Shared Service, which provides a regional adoption service for 7 Local Authorities, including Bracknell Forest. Cost allocation through the partnership is through an agreed formula based on the proportion of adoptions by each Local Authority over the previous 3 years. Each year the proportion changes as the latest 3 year usage data is used. The charge to Bracknell Forest has increased as a greater proportion of adoptions were secured than in the previous period.</p>	831		
<p><b>Education related statutory duties</b></p> <p>The Department for Education no longer provides grant funding to Local Authorities to meet these costs. An agreement is in place with maintained schools to contribute to the costs at £20 per pupil. Academy schools meet the responsibilities directly and do not make a contribution. As more schools have converted to academy status, the income receipt has reduced.</p>	23		
<p><b>PEOPLE TOTAL</b></p>	908	0	0

## PEOPLE

Description Impact	2019/20 £'000	2020/21 £'000	2021/22 £'000
<p><b>Revised delivery of services and support arrangements</b></p> <p>As part of the on-going process to improve efficiency, the Department continues to review services to consider alternative ways for their delivery or opportunities for cost reductions through reduced take up or general efficiencies.</p> <p>The main changes proposed this year regarding lower demand relate to:</p> <ul style="list-style-type: none"> <li>• Demand for direct payments to a young person needing care and support, to pay for the cost of arranging all or part of their own support rather than through the council, has reduced.</li> </ul> <p>Other changes in response to service review, new ways of working and general efficiencies are:</p> <ul style="list-style-type: none"> <li>• The Special Educational Needs Team assesses the educational needs of children and young people with special needs and disabilities. The Team will be reviewed and updated, with changes in roles and responsibilities to ensure statutory duties and key local priorities continue to be met (£46,000).</li> <li>• The funded training for parents and carers to support children and young people with specialist medical needs will cease as it will in future be funded and delivered by the Clinical Commissioning Group (£7,000).</li> <li>• Funding for Oakwood Youth Challenge Activity Centre of facilities to increase/develop inclusion for children with disabilities will cease now that the work has concluded and is now embedded and self-sustaining. No further funding contributions are required (£2,000).</li> </ul>	<p>-15</p> <p>-55</p>		
<p><b>Housing related savings</b></p> <p>Savings can be categorised as follows:</p> <ul style="list-style-type: none"> <li>• Following a management restructure the number of Heads of Service posts has reduced.</li> <li>• The cost of the Disabled Facilities Grant team will be met from the associated grant from central government.</li> <li>• Reduction in net homelessness costs due to lower levels of Bed &amp; Breakfast, and income from temporary accommodation.</li> </ul>	<p>-120</p> <p>-87</p> <p>-40</p>		
<b>PEOPLE TOTAL</b>	<b>-317</b>	<b>0</b>	<b>0</b>

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Adult and Community Learning

<b>Purpose of the Charge: To fully fund the costs of the service not financed by external grant</b>
---

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>10</b>	<b>10</b>

<b>Are concessions available? Yes. Reductions for those on Universal Credit and other benefits meeting requirements set by Education and Skills Funding Agency.</b>
---

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT) Minimum	Increase
	£.p	£p	%

**Adult and Community Learning Plan**

<b>Course Fees (per hour)</b>			
Community Learning	5.00 - 10.00	5.00 - 11.00	3.40
Other Courses are fully funded from external grant			

Course fees are agreed on an academic year basis once external funding is confirmed and approved by the Executive Member as part of the Adult Learning Plan.
--

Flexibility is required in order for charges to be made dependant on the programme, qualification and costs. Concessions are available to those learners meeting set criteria such as the unemployed.
---

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Adult and Community Learning

<b>Purpose of the Charge: To fully fund the costs of the service not financed by external grant</b>
---

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>269</b>	<b>278</b>

<b>Are concessions available? Yes to the voluntary sector, charities and associated learning agenda organisations as well as internal BFC usage</b>
---

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Brakenhale Open Learning Centre Room Hire and Refreshments**

<b>Room Hire per Hour</b>				
Grant funded courses		12.00	12.40	3.30
Bracknell Forest Council		15.00	15.50	3.30
External users - Voluntary Sector, Charities & Associated Learning Agenda Organisations		15.00	15.50	3.30
Other external users		18.60	19.25	3.50
IT Suite (specific requirement to use IT)		22.70	23.50	3.50
IT Suite (specific request for large hall)		22.70	23.50	3.50
Insurance		7% room hire	7% room hire	
<b>Refreshments</b>				
Tea & Coffee	Per person per Mug	1.05	1.10	4.80
Lunches		Cost + 10%	Cost + 10%	
Photocopying per copy	Black and White A4	0.10	0.10	0.00
Photocopying per copy	Colour A4	0.50	0.50	0.00
Photocopying per copy	Black and White A3	0.20	0.20	0.00
Photocopying per copy	Colour A3	1.00	1.00	0.00

Following the sale of Easthampstead Park Conference Centre, the Education Centre is expected to be relocated to the Open Learning Centre in a new Leadership Hub. This change will require a review of charges and it may be necessary to amend the above proposed amounts.
---



## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Learning and Achievement

<b>Purpose of the Charge: To contribute to the costs of the service</b>
---

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>60</b>	<b>62</b>

<b>Are concessions available? Yes, fees to Local Authority schools are lower than those charged to external customers</b>
---

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Professional Development Courses**

<b>Course Fees and Timings</b>			
<b>Internal and Other LA Schools *</b>			
Full Day (09.15 - 15.45)	141.00	146.00	3.50
Half Day (09.15 - 12.15) or (13.00 - 16.00)	77.00	80.00	3.90
Twilight (16.15 - 17.30)	35.00	37.00	5.70
<b>Independent Schools</b>			
Full Day (09.15 - 15.45)	279.00	289.00	3.60
Half Day (09.15 - 12.15) or (13.00 - 16.00)	152.00	158.00	3.90
Twilight (16.15 - 17.30)	68.00	71.00	4.40
Course fees will be increased to take account of any specific additional costs incurred. Charges to academy schools are as internal schools plus 10%			

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Learning and Achievement

<b>Purpose of the Charge: To Contribute to the costs of the service</b>
---

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>60</b>	<b>62</b>

<b>Are concessions available? Yes, internal fees are lower than those charged to external customers see below</b>
---

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Consultancy Rates**

<b>Chargeable Activities</b>			
Services offered include Curriculum Reviews, Data Analysis, Training, Specialist Advice and Performance Management			
All fees include normal preparation time but exclude travel and materials and must be agreed with line manager and Chief Officer			
<b>BFC Schools and Academies</b>			
Daily rate	520.00	538.00	3.50
Half Day	301.00	312.00	3.70
Hourly rate	97.00	101.00	4.10
Twilight session (new for 2014-15)	189.00	196.00	3.70
Evening Session (new for 2014-15)	189.00	196.00	3.70
<b>Non BFC Schools, Independent Schools and Academies</b>			
Daily rate	587.00	607.00	3.40
Half Day	324.00	336.00	3.70
Hourly rate	126.00	131.00	4.00
Twilight session (new for 2014-15)	210.00	218.00	3.80
Evening Session (new for 2014-15)	210.00	218.00	3.80

Fees for extended work with schools and other agencies will be negotiated and agreed in advance with the Chief Officer. Charges are set at the level required to cover direct costs and contribute to overall running costs.
--

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Larchwood

**Purpose of the Charge: To cover the costs of the service when used by other Local Authorities**

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>107</b>	<b>111</b>

**Are concessions available? Yes, free service for Bracknell children**

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Residential short break care**

<b>Overnight</b>				
Per Night	449.00	464.30	3.40	
<b>Day-care</b>				
Standard	per hour	18.30	18.95	3.60
Additional 1:1 staffing	per hour	15.20	15.75	3.60
Additional 2:1 staffing	per hour	30.35	31.40	3.50
<b>Day-care - New Clients</b>				
Standard	per hour	23.40	24.20	3.40
Additional 1:1 staffing	per hour	18.85	19.50	3.40
Additional 2:1 staffing	per hour	37.60	38.90	3.50

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Children Looked After

**Purpose of the Charge: To cover the costs of foster care charges when BFC foster carers are used by other Local Authorities**

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>26</b>	<b>27</b>

**Are concessions available? No**

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Foster care charges**

Charge per week	Minimum	253.50	259.50	2.36
	Maximum	606.80	621.15	2.36
Fees are increased in line with allowance inflation figure				
Additional amount: Emergency placement		50.00	50.00	0.00
Additional amount: Long term placement		100.00	100.00	0.00
Additional amounts agreed through negotiation with Berkshire Local Authorities.				

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Youth Offending Service

<b>Purpose of the Charge: To charge for Training provided by Bracknell Youth Offending Service</b>
--

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>2</b>	<b>2</b>

<b>Are concessions available? No</b>
--------------------------------------

<b>Purpose of the Charge: To contribute to the costs of the service</b>
---

<b>Description</b>	<b>Current Fee (Exc VAT)</b>	<b>Proposed Fee (Exc VAT)</b>	<b>Increase</b>
	<b>£.p</b>	<b>£.p</b>	<b>%</b>

**Training Fees**

Supply training to external organisations	per day	303.00	314.00	3.60
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## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Youth Service

<b>Purpose of the Charge: To contribute to the costs of the service</b>
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	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>12</b>	<b>12</b>

<b>Are concessions available? Yes, for young people from low income families.</b>
---

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Young Peoples Attendance Fee**

<b>Attendance Fee</b>	per session	0.00 to 1.00	0.00 to 1.00	0.00
<b>Membership Fee</b>	per annum	0.00 to 2.30	0.00 to 2.40	4.30
<b>Activities Fee</b>	per session	0.00 to 2.95	0.00 to 3.10	5.10

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Youth Service

Purpose of the Charge: To Contribute to the costs of the service

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>110</b>	<b>114</b>

Are concessions available? Internal fees are lower than those charged to external customers see below

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Hire Fees**

<b>Youth &amp; Community Groups - not for profit basis</b>			
Hall	per hour	7.70 to 14.10	7.70 to 14.60 3.50
Meeting Room	per hour	7.70 to 13.10	7.70 to 13.55 3.40
<b>Private &amp; Commercial</b>			
Hall	per hour	11.30 to 31.20	11.30 to 32.30 3.50
Meeting room	per hour	11.30 to 26.10	11.30 to 27.00 3.40
Other income is generated by long term leases			

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Children's Centres

<b>Purpose of the Charge: To contribute to the costs of the service</b>
---

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>20</b>	<b>21</b>

<b>All concessions are included in the fee structure detailed below</b>
---

<b>Description</b>	<b>Current Fee (Exc VAT)</b>	<b>Proposed Fee (Exc VAT)</b>	<b>Increase</b>
	<b>£.p</b>	<b>£.p</b>	<b>%</b>

**Sessional Fees**

<b>Sessional Fees</b>			
BFC families	2.75	3.00	9.1
Families from outside BFC	5.50	6.00	9.1

These charges would only apply to those sessions where additional costs are incurred e.g. baby massage, first aid, football and rugby etc. Any other sessions would either be completely free or donations sought to cover refreshment costs

Children's Centres are able to incentivise registration and engagement of families with the use of promotional offers which may be less than the fees detailed above. This is subject to budget limitations and management approval.



## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Children's Centres

Purpose of the Charge: To contribute to the costs of the service

	2018/19 Budget	Proposed 2019/20 Budget
	£'000	£'000
Income the proposed fees will generate:	4	4

All concessions are included in the fee structure detailed below

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

## Room Hire Fees

<b>Rowans Children's Centre</b>			
<b>Private group/ Statutory Agencies</b>			
Hall	14.10	14.60	3.5
Squirrel Room	11.80	12.25	3.8
Owl Room	9.50	9.85	3.7
Badger Room	7.20	7.45	3.5
Kitchen (if used for cooking)	11.80	12.25	3.8
Modular Building	14.10	14.60	3.5
<b>Voluntary/non profit making Group</b>			
Hall	10.75	11.15	3.7
Squirrel Room	8.30	8.60	3.6
Owl Room	6.00	6.25	4.2
Badger Room	3.70	3.85	4.1
Kitchen (if used for cooking)	8.30	8.60	3.6
Modular Building	10.75	11.15	3.7
<b>Willows Children's Centre</b>			
<b>Private group/ Statutory Agencies</b>			
Hall & kitchen	14.10	14.60	3.5
<b>Voluntary/non profit making Group</b>			
Hall & kitchen	10.75	11.15	3.7

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Children's Centres

Purpose of the Charge: To Contribute to the costs of the service.

	2018/19 Budget	Proposed 2019/20 Budget
	£'000	£'000
Income the proposed fees will generate:	3	3

All concessions are included in the fee structure detailed below

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

## Room Hire Fees

<b>Oaks Children's Centre:</b>			
<b>Private group/ Statutory Agencies</b>			
Green Room	10.75	11.15	3.7
Blue Room	9.50	9.85	3.7
Family Room and Kitchen	14.10	14.60	3.5
Pre-school room	16.55	17.15	3.6
<b>Voluntary/non profit making Group</b>			
Green Room	7.20	7.45	3.5
Blue Room	6.00	6.25	4.2
Family Room and Kitchen	10.75	11.15	3.7
Pre-school room	13.00	13.45	3.5
<b>Alders Children's Centre</b>			
<b>Private group/ Statutory Agencies</b>			
Family Room	11.80	12.25	3.8
Meeting Room 1	8.30	8.60	3.6
Meeting Room 2	7.20	7.45	3.5
<b>Voluntary/non profit making Group</b>			
Family Room	8.30	8.60	3.6
Meeting Room 1	6.00	6.25	4.2
Meeting Room 2	3.70	3.85	4.1

Groups directly supporting the delivery of Children's Centre services may not be charged.

## PEOPLE DIRECTORATE

## 2019/20 PROPOSED FEES &amp; CHARGES

Service : Free entitlement to early years childcare

**Purpose of the Charge: To Contribute to the costs of the service.**

	<b>2018/19 Budget</b>	<b>Proposed 2019/20 Budget</b>
	<b>£'000</b>	<b>£'000</b>
<b>Income the proposed fees will generate:</b>	<b>0</b>	<b>0</b>

**All concessions are included in the fee structure detailed below**

Description	Current Fee (Exc VAT)	Proposed Fee (Exc VAT)	Increase
	£.p	£.p	%

**Additional support charge**

Charge per hour	0.00	16.50	n/a
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Where providers are unable to provide data required for the free entitlement to early years childcare, where additional costs are incurred, a charge can be levied, capped at £50. This is a new charge and has been agreed by the Schools Forum.

**TO: THE EXECUTIVE  
18 DECEMBER 2018**

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**CAPITAL PROGRAMME 2019/2020 - 2021/2022  
(Borough Treasurer/Chief Executive)**

**1 PURPOSE OF DECISION**

- 1.1 Under the Council's constitution, the Executive is required to consult on its detailed budget proposals with the Council's Overview & Scrutiny Commission and any other interested parties or individuals for a period of at least six weeks. This report summarises the current position on the Council's Capital Programme budget preparations for 2019/20.
- 1.2 This report draws together each department's proposals so that the Executive can agree a draft capital programme for 2019/20-2021/22 as the basis for consultation. In compiling the draft programme the main focus is inevitably on determining the requirements for 2019/20, although future year's schemes do also form an important part of the programme.
- 1.3 The financial implications of the recommendations in this report are reflected in the subsequent report on the Council's draft revenue budget. Any revisions to the proposals put forward by each service would also need to be reflected in that report which will also be published as the basis for consultation following the Executive's meeting.

**2 RECOMMENDATIONS**

**That the Executive:**

- 2.1 **Approves, for consultation, a Council funded capital programme of £13.751m for 2019/20 as set out in paragraph 5.17 and summarised in Annex A, including the new schemes listed in Annexes B – E.**
- 2.2 **Approves, for consultation, the inclusion of £11.436m of expenditure to be externally funded as outlined in paragraph 5.17.**
- 2.3 **Approves, for consultation, the inclusion of £1.025m of expenditure to be funded from S106 as outlined in paragraph 5.18.**
- 2.4 **Approves, for consultation, the inclusion of an additional budget of £1m for Invest-to-Save schemes.**
- 2.5 **Approves a supplementary capital approval in 2018/19 of £0.25m for the relocation of the Education Centre to the Open Learning Centre as set out in para 5.20, funded from the capital receipt generated from the disposal of Easthampstead Park Conference Centre.**
- 2.6 **Approves the granting of a loan of £68,000 to the South Hill Park Trust on the terms set on in paragraph 5.21 to help fund improvement works that will enable further income generating activities and help the Trust secure its medium-term financial position.**

- 2.7 **Approve the virements set out in Annex F to reflect the changed needs and priorities within the Schools Capital Programme.**
- 2.8 **Approves the Capital Strategy as outlined in para 5.22 and attached in Annex G**

### **3 REASONS FOR RECOMMENDATIONS**

- 3.1 The reasons for the recommendations are set out in the report.

### **4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 The alternative options are considered in the report.

### **5 SUPPORTING INFORMATION**

#### **Capital Resources**

- 5.1 Each year the Council agrees a programme of capital schemes. In the past these schemes have been funded from these main sources:
- the Council's capital receipts
  - Government Grants
  - other external contributions
  - internal and external borrowing
- 5.2 The Council's total usable capital receipts at 31<sup>st</sup> March 2018 are zero as all receipts have been applied to fund prior capital investment – all receipts during 2018/19 will be used to finance the 2018/19 Capital Programme. The Council is partly reliant on capital receipts and other contributions to fund its capital programme, although interest generated from capital receipts can also help support the revenue budget in the short term – however with investment rates at historic lows it makes more economic sense to offset borrowing.
- 5.3 The proposed capital programme for 2019/20 has been developed, therefore, on the assumption that it will be funded by a combination of Government grants, other external contributions and borrowing in addition to capital receipts. Community Infrastructure Levy (CIL) contributions and some small miscellaneous property sales should enable £5m of the capital programme to be funded from receipts. Internal resources will be used in the first instance and borrowing from external sources (e.g. the PWLB) will be used only when necessary. The financing costs associated with the General Fund Capital Programme have been provided for in the Council's revenue budget plans which also appear on tonight's agenda.
- #### **New Schemes**
- 5.4 Within the general financial framework outlined above, Service Departments have considered new schemes for inclusion within the Council's Capital Programme for 2019/20 – 2021/22. Given that both capital and revenue resources are under pressure, each Department has evaluated and prioritised proposed schemes into broad categories in line with the Council's agreed Asset Management Plan approach. Having done this, only the very highest priority schemes and programmes are being recommended for inclusion in the Capital Programme.

### Other Unavoidable & Committed schemes

- 5.5 This category covers schemes which must proceed to ensure that the Council is not left open to legal sanction and includes items relating to health and safety issues, new legislation etc. Committed schemes also include those that have been started as part of the 2018/19 Capital Programme. Also included within this category are those schemes that were previously funded from the General Fund Revenue Account, but which by their nature could be legitimately capitalised, thereby reducing pressure on the revenue budget. Schemes in this category form the first call on the available capital resources.

### Maintenance (Improvements and capitalised repairs)

- 5.6 A review has been made of the condition of the Council's property assets to arrive at an estimate of the outstanding maintenance works required. An assessment is made of the state of each building element and its repair priority with a condition rating and repair urgency as follows.

<b>Definition of Condition Categories:</b>	
A:	Good – Performing as intended and operating efficiently.
B:	Satisfactory – Performing as intended but showing minor deterioration.
C:	Poor – Showing major defects and/or not operating as intended.
D:	Bad – Life expired and/or serious risk of imminent failure.
<b>Priority:</b>	
1	Urgent works that will prevent immediate closure of premises and/or address an immediate high risk to the health and safety of the occupants and/or remedy a serious breach of legislation.
2	Essential work required within two years that will prevent serious deterioration of the fabric or services and/or address a medium risk to the health & safety of the occupants and/or a minor breach of the legislation.
3	Desirable work required within 3 to 5 years that will prevent deterioration of the fabric or services and/or address a low risk to the health & safety of the occupants and/or a minor breach of the legislation.
4	Long-term work required beyond a period of 5 years that will prevent deterioration of the fabric or services.

- 5.7 The figures below are based on the information held in the council's property management system. They have been adjusted to exclude those works that are already budgeted for within existing 2018/19 schools and corporate planned maintenance programmes.

The priorities can be broken down as follows:

<b>Maintenance Backlog 2019/20</b>			
		£	£
		(000)	(000)
Schools	Priority 1C & 1D	3,105	
	Priority 2C & 2D	16,042	
	Lower Priorities	30,530	49,677
Corporate Properties	Priority 1C & 1D	1,856	

	Priority 2C & 2D	3,964	
	Lower Priorities	6,131	11,951
Total			<u>61,628</u>

5.8 The overall maintenance liability has increased from £50.4m in 2018/19 to £61.6m. However, the increase is seen in the Schools portfolio and these figures are currently being reviewed and further testing carried out. There have been notable inflationary increases in the construction industry over the last few years. As the Council is now running a five year programme of condition surveys, some of the older data was quickly becoming out-of-date and, as a consequence, adjustments have been applied to that data to bring it up to date. Secondly, the nature of the condition surveys has evolved such that more emphasis is now given to predicting the need for works further in advance than was previously the case. This is partly because of the five year programme approach mentioned above and partly because the asset management package that is now used to manage this data lends itself to better recording. What this means is that much of the value attributed to lower priority works is for things that are likely to be required over the next several years. The exact time span varies from one item to the next. Because of the five year survey cycle, it has taken a while for the impact of these changes to manifest themselves. Finally, some buildings are deteriorating faster than they can be fixed with the funds that are typically available. In some cases, this means that the work required becomes more expensive the longer it is left unattended. In determining the amount of funding to be made available for maintenance, a balance needs to be struck between short-term affordability and longer-term costs that will arise if assets are allowed to deteriorate significantly.

#### **Schools**

5.9 The Schools Maintenance Programme is funded from the Capital Maintenance grant allocation from the Department for Education (DfE). Identified planned maintenance for 2019/20 will be drawn from building condition surveys carried out by the Council's Managing Partner Atkins Ltd and there is approximately £3.105m of Priority 1 (Urgent) planned maintenance works in schools on the current building condition surveys.

5.10 A Schools Planned Works Programme of £1.499m is being put forward based on the level of grant expected to be received from DfE. This includes Planned Maintenance, Fire Safety, Asbestos and Legionella works which is normally funded from DfE Schools Capital Maintenance Grant. The programme of works will be matched to the available budget.

#### **Non-schools**

5.11 In line with the policy adopted last year the Asset Management Group has considered only those works that fall within categories 1C and 1D. Given the financial constraints on both the revenue and capital budgets an allocation of £1.050m is recommended to address the most pressing 1C & 1D priorities. From an initial analysis of the work required it is clear that some works, whilst urgent, cannot be legitimately capitalised and must be met from a revenue budget. An allowance of £200,000 is available in the 2019/20 Revenue Budget proposals to meet these liabilities.

5.12 The implications of failing to maintain Council buildings and to address the backlog will be a significant issue for the Council over the coming years and efforts will be focussed on ensuring that the highest priority items are tackled first, that efficiencies are maximised in the procurement of works and that maintenance which will result in energy efficiencies are undertaken through the invest-to-save programme.

### Rolling programmes

- 5.13 These programmes cover more than one year and give a degree of certainty for forward planning schemes to improve service delivery. They make an important contribution towards the Council's established Asset Management Plans.

### Other Desirable Schemes

- 5.14 In addition to the schemes identified in the above categories, each service has requested funding for other high priority schemes that meet the needs and objectives of their service. The net cost of schemes which attract partial external funding are included in the schemes put forward.

### Invest-To-Save Schemes

- 5.15 These are schemes where the additional revenue income or savings arising from their implementation exceeds the Council's borrowing costs. In the past the Council has allocated £1m per annum to fund potential Invest-to-Save (ITS) schemes that may present themselves during the year. Any unspent budget is not carried forward and as such a request is made each year to enable new schemes (below £0.4m) to be brought forward and approved by Corporate Management Team. There have been no schemes approved to date however a number of schemes are being reviewed and may come forward in the current financial year.

### Capital Programme 2019/20 – 2021/22

- 5.16 A summary of the cost of new schemes proposed by Departments is set out in the table below and in Annex A. A detailed list of suggested schemes within the draft capital programme, together with a brief description of each project, for each service is included in Annexes B – E.
- 5.17 Total Council funding for schemes amounts to £13.751m. Of this total, schemes amounting to £7.7m have been committed in previous years and funding allowed for – the largest of these being the Heathlands project. As such new expenditure that will need to be met from the council's available funding sources amounts to £6.051m in 2019/20.

<b>Capital Programme 2019/20-2021/22</b>				
<b>Annex</b>	<b>Service Area</b>	<b>2019/20 £000</b>	<b>2020/21 £000</b>	<b>2021/22 £000</b>
B	Delivery	6,224	3,360	3,360
C	People	14,523	0	0
D	Central Directorates	4,140	1,120	920
E	Non Departmental	300	300	300
	<b>Total Capital Programme</b>	<b>25,187</b>	<b>4,780</b>	<b>4,580</b>
	less Externally Funded schemes	11,436	2,445	2,445
	<b>Council Funded Programme</b>	<b>13,751</b>	<b>2,335</b>	<b>2,135</b>
	Less Previously Committed schemes	7,700	0	0
	<b>Total request for Council funding</b>	<b>6,051</b>	<b>2,335</b>	<b>2,135</b>



## **Externally Funded Schemes**

- 5.18 A number of external funding sources are also available to fund schemes within the capital programme. External support has been identified from two main sources:

### **Government Grants**

A number of capital schemes attract specific grants. It is proposed that all such schemes should be included in the capital programme at the level of external funding that is available.

A significant element of the grant-funded capital programme relates to the planned investment in Schools. The schools investment programme included in this report reflects the highest priority schemes identified by the Department and the Education Capital Programme Board. However as a result in a change to the capital funding formula and the perceived relative need for school places in Bracknell compared to other areas of the country, the Council has received no Basic Needs Grant (BNG) in 2018/19 and is expecting a relatively small allocation in 2019/20 of £0.735m.

However the Council has clear need for investment in school places in the Borough and has identified a number of schemes that require funding in the coming years and are set out in Annex B. The available BNG will be applied to fund these schemes and the shortfall will be met from Council funding.

A second key constituent of capital grant funding relates to the Highway Maintenance and the Integrated Transport Block totalling £1.92m for 2019/20. A matched funding bid has also been accepted for the work on Downshire Way – this will attract grant of £2.29m to be matched with £0.2m of Council funding and developer contributions.

### **Section 106 (£1.025m)**

Each year the Council enters into a number of agreements under Section 106 of the Town & Country Planning Act 1990 by which developers make a contribution towards the cost of providing facilities and infrastructure that may be required as a result of their development. Usually the monies are given for work in a particular area and/or for specific projects

Officers have identified a number of schemes that could be funded from Section 106 funds in 2019/20, where funding becomes available. These are summarised below

<b>Department</b>	<b>Schemes</b>	<b>Budget</b>
		<i>£000</i>
Central Directorates	Local Transport Plan	500
Delivery	Potential Leisure & Culture	125
Central Directorates	SANGS	150
People	Various School Schemes	250
	<b>Total</b>	1,025

### **On-going Revenue Costs**

- 5.19 Schemes may have associated on-going revenue costs and tend to become payable in the year after implementation. As such will be included within the Council's Commitment Budget for 2019/20. These total £12,000 and relate to the licence and maintenance contracts associated with the new IT hardware investment.

### **Supplementary Capital Approval 2018/19 – Relocation of Education Centre**

- 5.20 The Education Centre at Easthampstead Park Conference Centre provides a base for specialist advisors alongside a venue for meetings to both internal and external customers and a resource centre for schools offering books and learning resources. The lease disposal of the Conference Centre has necessitated the relocation of this service to the Open Learning Centre (OLC) by early April 2019. In order to facilitate this, it will be necessary to refurbish areas of the OLC and to invest in IT and furniture. Additional parking will also be needed to accommodate the increased levels of activity and meetings. The cost of these work will be £0.25m, which will be funded as a commitment against the capital receipt received from the sale of the Conference Centre. The Executive is asked to release this funding during the current year to enable the timetable to vacate the conference centre to be met. Alongside this work, an upgrade to the cafeteria and kitchens at the OLC is planned to create a learning kitchen to teach pupils with special needs life skills they need to be independent in adulthood and which can support them in employment. This work will be funded from the Special Provision Capital Fund grant..

### **Supplementary Capital Approval 2018/19 – Loan to South Hill Park Trust**

- 5.21 The Council's Transformation review of the Arts resulted in the level of grant provided by the Council to SHP reducing gradually from 2017/18 to 2019/20. In order to assist the Trust in generating additional income from the facility, the Council approved in its 2017/18 capital programme funding for investment in the facility totalling £190,000. This would enable the final grant reduction of £75,000 in 2019/20 included in the Commitment Budget to be accommodated, recognising the potential to generate additional income. A further sum of £68,000 is now required for these improvement works, which the Trust has requested as a loan from the Council as soon as possible in order that the works can be completed. It is proposed that the Executive agrees to this, based on equal repayments at 6 monthly intervals over 20 years at nil interest rate. The Trust has also requested that the Council continues its historic practice of funding essential capital works required to the building for the time being, in order to enable it to build up sufficient reserves over the coming years to be able to afford them as they arise. No specific sum has been identified at this time for such works.

### **Capital Strategy**

- 5.22 The CIPFA revised 2017 Prudential and Treasury Management Codes require, for 2019-20, all local authorities to prepare an additional report, a capital strategy report, which will provide the following:
- a high-level long term overview of how capital expenditure, capital financing and treasury management activity contribute to the provision of services
  - an overview of how the associated risk is managed
  - the implications for future financial sustainability

- 5.23 The aim of this capital strategy is to ensure that all elected members on the full Council fully understand the overall long-term policy objectives and resulting capital strategy requirements, governance procedures and risk appetite. This is attached in Annex G

### **Funding Options**

- 5.24 The Council introduced CIL in April 2015. It is difficult to estimate the potential amount of CIL that will be generated as this will depend on the delivery of additional housing development in the Borough, which is to a large extent outside of the control of the authority. However based on the most recent housing trajectory estimates and knowledge of development schemes that will come forward in the next 18 months, it is estimated that £4m is an appropriate assumption for 2019/20.

- 5.25 The proposed capital programme for 2019/20 has been developed, therefore, on the assumption that it will be funded by a combination of approximately £5m of capital receipts (CIL and other miscellaneous property disposals), Government grants, other external contributions and borrowing. The financing costs associated with the Capital Programme have been provided for in the Council's revenue budget plans.
- 5.26 Any capital expenditure approved over and above capital receipts and external contributions will require the Council to borrow externally. The timing of this will depend on the level of surplus cash held by the Council which will be used in the first instance to fund the Capital Programme commitments. Any external borrowing will require a sum to be set aside Minimum Revenue Provision (MRP) in addition to an interest charge depending on the maturity of the loan.
- 5.27 Current long-term borrowing rates are approximately 2.75% and as such the programme as it stands will have a revenue impact of £0.014m in 2019/20 and a full –year ongoing impact of £0.029m in future years with regards to interest. The MRP charge reflects the life of individual assets that are being funded – the charge is not payable until the year after the assets come into being. The MRP charge in relation to the capital programme for 2019/20 is estimated to be £0.4m and will be charged in 2020/21.
- 5.28 Following the introduction of the Prudential Borrowing regime local authorities are able to determine the level of their own capital expenditure with regard only to affordability on the revenue account. In practice this represents the amount of borrowing they can afford to finance, and will necessitate taking a medium-term view of revenue income streams and capital investment needs.
- 5.29 To achieve its aim of ensuring that capital investment plans are affordable, prudent and sustainable, the Local Government Act requires all local authorities to set and keep under review a series of prudential indicators included in the CIPFA Prudential Code for Capital Finance in Local Authorities. The Capital Programme recommended in this report can be sustained and is within the prudential guidelines. Full Council will need to agree the prudential indicators for 2019/20 to 2021/22 in February 2019, alongside its consideration of the specific budget proposals for 2019/20 and the Council's medium-term financial prospects.
- 5.30 If any amendments are made to the capital programme, the revenue consequences will need to be adjusted accordingly. Executive Members will therefore need to consider the impact of the capital programme as part of the final revenue budget decisions. Members will need to carefully balance the level of the Capital Programme in future years against other revenue budget pressures and a thorough review, including the prioritisation of those schemes planned for 2020/21 onwards, will need to be undertaken during next summer.

## **6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS**

### Borough Solicitor

- 6.1 The authorisation for incurring capital expenditure by local authorities is contained in the legislation covering the service areas. Controls on capital expenditure are contained in the Local Government Act 2003 and regulations made thereunder.

### Borough Treasurer

- 6.2 The financial implications are contained within the report.

### Equalities Impact Assessment

6.3 The Council's final budget proposals will potentially impact on all areas of the community. A detailed consultation process is planned in order to provide individuals and groups with the opportunity to comment on the draft proposals. This will ensure that in making final recommendations, the Executive can be made aware of the views of a broad section of residents and service users. Where necessary, impact assessments on specific schemes within the capital programme will be undertaken before work commences.

Strategic Risk Management Issues

6.4 The most significant risk facing the Council is the impact of the capital programme on the revenue budget. The scale of the Council's Capital Programme for 2019/20 will impact upon the revenue budget and will itself be subject to consultation over the coming weeks. All new spending on services will need to be funded from new capital receipts or borrowing. The generation of capital receipts in future years may mitigate the impact on the revenue budget, but as the timing and scale of these receipts is uncertain their impact is unlikely to be significant.

6.5 There are also a range of risks that are common to all capital projects which include:

- Tender prices exceeding the budget
- Planning issues and potential delays
- Uncertainty of external funding
- Building delays due to unavailability of materials or inclement weather
- Availability of staff with appropriate skills to implement schemes

6.6 These can be managed through the use of appropriate professional officers and following best practice in project management techniques. The report also identifies the risk associated with the shortfall in maintenance expenditure compared to that identified by the latest condition surveys. With only those highest priorities receiving funding in 2019/20, there will be a further build up in the maintenance backlog and a risk that the deterioration in Council assets will hamper the ability to deliver good services.

**7 CONSULTATION**

7.1 The Overview & Scrutiny Commission will be consulted on the budget proposals and may also choose to direct specific issues to individual overview and scrutiny panels. Targeted consultation exercises will be undertaken with business rate payers, the Schools Forum, town and parish councils and voluntary organisations. Comments and views will be sought on both the overall budget package and on the detailed budget proposals. In addition, this report and all the supporting information are publicly available to any individual or group who wish to comment on any proposal included within it. To facilitate this, the full budget package will be placed on the Council's web site at <http://consult.bracknell-forest.gov.uk/portal>. There will also be a dedicated mailbox to collect comments.

7.2 The timetable for the approval of the 2019/20 Budget is as follows.

Executive agree proposals as basis for consultation	18 December 2018
Consultation period	19 December 2018 - 30 January 2018
Executive considers representations made and recommends budget.	12 February 2019
Council considers Executive budget proposals	27 February 2019

Background Papers

None

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## CAPITAL PROGRAMME - ALL DEPARTMENTS

	<b>2019/20</b> <b>£000</b>	<b>2020/21</b> <b>£000</b>	<b>2021/22</b> <b>£000</b>	<b>TOTAL</b> <b>£000</b>
<b>Delivery</b>	6,224	3,360	3,360	12,944
<b>People</b>	14,523	0	0	14,523
<b>Central Directorates</b>	4,140	1,120	920	6,180
<b>Non-Departmental</b>	300	300	300	900
<b>Total Capital Programme</b>	<b><u>25,187</u></b>	<b><u>4,780</u></b>	<b><u>4,580</u></b>	<b><u>34,547</u></b>
<b>External Funding</b>	10,701	2,445	2,445	15,591
<b>DfE Basic Needs Grant - Schools</b>	735	0	0	735
<b>Council Funding</b>	<b><u>13,751</u></b>	<b><u>2,335</u></b>	<b><u>2,135</u></b>	<b><u>18,221</u></b>

## CAPITAL PROGRAMME - PEOPLE

	2019/20 £000	2020/21 £000	2021/22 £000	TOTAL £000
<b>Committed</b>				
Sandhurst School Nursery Relocation	50	0	0	50
Wooden Hill Classrooms	450	0	0	450
	<b>500</b>	<b>0</b>	<b>0</b>	<b>500</b>
<b>Unavoidable</b>				
No Schemes	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Maintenance</b>				
Non-School Schemes	0	0	0	0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Rolling Programme / Other Desirable</b>				
Braccan Walk - New Youth Facility	750	0	0	750
Ascot Heath Schools - Amalgamation	450	0	0	450
Holly Spring Schools - Amalgamation	320	0	0	320
The Rowans Childrens Centre & Fox Hill School	110	0	0	110
Kennel Lane School - Perimeter Fencing	60	0	0	60
College Hall - Security	67	0	0	67
<b>Total</b>	<b>1,757</b>	<b>0</b>	<b>0</b>	<b>1,757</b>
<b>TOTAL REQUEST FOR COUNCIL FUNDING</b>	<b>2,257</b>	<b>0</b>	<b>0</b>	<b>2,257</b>
<b>External Funding - Other</b>				
DfE Grant: Schools Capital Maintenance (provisional)	1,499	0	0	1,499
DfE Grant: Devolved Formula Capital (provisional)	260	0	0	260
DfE Grant: Special Provision Capital Fund	250	0	0	250
Section 106 - Schools	250	0	0	250
Schools Contributions to above schemes	7	0	0	7
	<b>2,266</b>	<b>0</b>	<b>0</b>	<b>2,266</b>
<b>TOTAL EXTERNAL FUNDING</b>	<b>2,266</b>	<b>0</b>	<b>0</b>	<b>2,266</b>
<b>TOTAL CAPITAL PROGRAMME</b>	<b>4,523</b>	<b>0</b>	<b>0</b>	<b>4,523</b>

# PEOPLE DIRECTORATE

## 2019/20 Capital Programme Bids

### NEW SCHEMES

#### 1. **Braccan Walk New Youth Facility - £750,000**

A town centre youth facility is required to provide a place for young people to go, where they can socialise and receive advice and guidance from youth workers and other professionals whose remit is to provide early help to young people. This is particularly important for the most vulnerable young people in the Borough who may be at a greater risk of Child Sexual Exploitation (CSE), gang initiation and Child Criminal Exploitation (CCE), including 'County Lines' when gangs and organised crime networks exploit children to sell drugs.

The new town centre is attractive to young people and without such provision young people congregate in the town centre on an ad-hoc basis making the targeting and co-ordination of early help more difficult. Creation of a town centre youth facility has been a long standing objective for the Council.

A site has been identified on Braccan Walk, which following consultation has the potential to deliver such a facility in close proximity to the town centre. The proposal is to relocate the street cleansing teams and allocate the combined space for conversion into a town centre youth facility. The new facility would have a gross internal floor area of 344m<sup>2</sup>.

The building will be used to deliver the following targeted work with our most vulnerable young people, and these activities reflect the current focus of the Youth Service in Bracknell Forest:

- Drop in for Children & Young People Looked After (CLA)
- Drop in for Young Carers and targeted vulnerable young people
- Small group work for young people at risk of CSE / CCE
- A base for outreach to young people in the town centre
- Anxiety / self- esteem workshops
- Health drop in for Sex and Relationships Education (SRE) and substance misuse
- Counselling services for young people
- Courses and workshops to enhance employability / CV writing / life skills
- Young people engagement from other professionals e.g. FE college workshops
- Youth Offending Service Girls Group
- Child Sexual Exploitation stay safe project
- Say it Loud, Say it Proud (SILSIP) Children in Care Council summer scheme base
- Projects that engage hard to reach young people – i.e. a table tennis league
- Support for the most vulnerable young people (SEN)
- The building will also be a base for the Youth Council

Creation of the new youth facility at Braccan Walk will require relocation of the Council's street cleaning team which currently occupies part of the existing accommodation. Suitable accommodation in close proximity to the town centre is required, and a number of options for this are currently being considered. The street cleaning team will need to be relocated before work can start on the new youth facility, and the costs of this will form part of the feasibility study, and is included in the project scope.

#### 2. **Ascot Heath Schools Amalgamation - £450,000**

This bid is for capital works assuming that the amalgamation of the Ascot Heath Infant and Junior schools goes ahead from September 2019. The decision whether or not to amalgamate will follow a period of statutory consultation which commenced in Jul-18.

Works required to support amalgamation provisionally include:

- Physical link or walkway between the two buildings
- Merger/standardisation of ICT systems and incoming telecoms and data
- Rationalisation of duplicate rooms (headteacher, admin, storage and staff rooms)
- Creation of a new single entrance

- Rationalisation of incoming utilities and plant rooms



- Signage
- Rationalisation of fire and intruder alarms

If following consultation the decision is not to amalgamate the schools then this bid will be withdrawn as not being required.

### **3. Holly Spring Schools Amalgamation - £320,000**

This bid is for capital works assuming that the amalgamation of the Holly Spring Infant and Holly Spring Junior schools goes ahead from September 2019. The decision whether or not to amalgamate will follow a period of statutory consultation which is planned to commence in Aug-18.

The expansion of the Holly Spring schools by 1FE from 2FE to 3FE commenced in Sep-10, enabled by four distinct phases of work which completed overall in May-14. The expansion project was delivered by a series of works in each school and also physically in-filling the space between the Infant and Junior buildings. Although the two schools are operationally separate, the expansion works mean they already occupy conjoined buildings and also share the kitchen and a major plant room. This was a deliberate design strategy with a view to the possibility of future amalgamation. It means that the extent of works required to physically amalgamate the two schools has been considerably reduced because of what has already been built.

Works required to support amalgamation provisionally include:

- Merger/standardisation of ICT systems and incoming telecoms and data
- Rationalisation of duplicate rooms (headteacher, admin, storage and staff rooms)
- Creation of a new single entrance
- Signage
- Rationalisation of fire and intruder alarms (already linked)

If following consultation the decision is not to amalgamate the schools then this bid will be withdrawn as not being required.

### **4. Fox Hill School & Childrens Centre Security- £110,000**

This is a bid for capital works to address safeguarding issues on the Fox Hill site which is shared between the school and the Childrens Centre. A joint approach has been followed by both parties. Security works are required to the site to prevent unauthorised persons from gaining entry to the site which is currently open during the day. In addition to the school and Childrens Centre, there is also a nursery and a private pre-school on site so parents with young children also require access during the middle of the day, as well as visitors and deliveries to both establishments.

Security and access control to safeguard both the school and the children's centre are required, and there needs to be a shared site security plan which both parties can sign up to and work to. This will involve provision of physical security and the joint management of security by both parties. The physical security works will include:

- Fences and gates to form boundary and inner secure lines
- Access control
- Two way speech (intercom)
- Review of access road
- Safe segregation of vehicles from pedestrians
- Footpaths
- CCTV and lighting

In July 2018 the Thames Valley Police Community Support Officer wrote, " I am writing to advise that I feel Fox Hill School may be more vulnerable to the other local schools regarding trespassers and/or other unknown members of the public entering their land. I work closely with three schools in the area and this school is the only one with no safeguarding barriers in place. One could enter and walk straight into the playing field and / or classroom, should a door be open. A simple barrier system could make this school considerably safer for the children learning and staff whom work there. I have had three instances in the last year, where the police have been called to unknown and unwelcome visitors both during and out of school time. Please be advised that we would strongly recommend a safer entry system in place."

The police CSO noted the potential for access into the buildings by unauthorised persons through open doors and it should be noted that for fire evacuation purposes all classrooms and large spaces in the Childrens Centre have external doors, which are normally open in warm weather and at break times for play, so secure fencing and gates are required to enable this reasonable practice to continue.

Early in the Spring term 2018 intruders were seen around both buildings at 5pm, when approached one of them asked for directions to the shop. Later one of the intruders was seen kneeling down in the Children Centre car park. When staff left for the evening there was nobody known to be on site but in the morning the HT found an empty green petrol container with the lid off, laying on its side, in the Children Centre car park. This is a clear potential safeguarding issue for both sites and all the vulnerable people (and BFBC employees) being exposed to such risks.

The Childrens Centre site has become busier since part of the School Nursing service recently relocated there from The Pines primary school. There is also a private nursery provider operating on the school site between the school and the EYFS classrooms at the rear of the Children Centre. With so many different site users of the Childrens Centre and the school including staff, children and parents, visitors, and deliveries to both, the Fox Hill site needs to be rationalised to create secure access that works for all users.

In addition to providing security to prevent unauthorised persons from entering the site, provision of physical security including fences and gates will also prevent SEN children from leaving the site should they manage to get outside the school buildings. There are a number of children who regularly attempt to do this and by securing the site boundary during the day this should mitigate the risk of them leaving the school site unsupervised.

On the 23/07/18 a Y5 girl with challenging behaviour actually did leave the school site by pushing the exit button on the front door – children know they are not to do this. She stormed out of school and made her way home before the school could even get hold of her parent. Thankfully she lives near the OLC so near to school, however still not acceptable. The police were called and went to see her at home. This however has prompted her mother and other parents to question whether we are keeping their children safe. This is the exact scenario I have been fearful of. Had we secure front gates she would only have got as far as the car park.

There will be greater scope for income generation from letting out the school facilities outside school hours if the site is secure & safe to be open in the evenings and when the school and children's centre are not in operation. The schools has agreed to contribute £5,000 towards the cost of the scheme

#### **5. Kennel Lane School Perimeter Fencing - £60,000**

Kennel Lane School is a 2-19 Special School. All learners on roll have an EHCP. Learners needs vary greatly; currently there are 180 learners on roll (May 2018).

The number of learners with a diagnosis of Autism Spectrum Disorder is 86. Due to their needs, the majority of the schools' learners have little understanding of 'risk' and how to keep themselves safe. Within the cohort of learners there are a number of learners who like to 'run' and 'climb'. The current perimeter fencing presents a safeguarding issue because it is not fit for purpose based on the needs of the school. In addition to this on the other side of the fence is a free flowing river which poses an additional danger to our learners if they were to abscond from site. The school has requested that the perimeter fencing be brought in from the river bank and new fencing installed that reduces the risk of learners pulling the fencing down, squeezing through any gaps and/or climbing over it. The school has proposed contributing £2,000 to the project

#### **6. College Hall Security - £67,000**

Over the past few years, the student cohort at College Hall has changed to become more challenging. Whilst the building was once able to accommodate its student cohort with minimal assault on its fabric this is no longer the case.

In some cases, the respect of students for the fabric, fixtures and fittings of the building has significantly diminished. The building is no longer robust enough to cope with these challenges resulting in the need for significant expenditure from the revenue maintenance budget and because of the severity of the damage caused to the fabric of the building a high number of instances of police involvement as a result of criminal damage.

The school has been responding to this through a number of initiatives – addressing the robustness of furniture and fittings through replacing worn out and damaged furniture with that of a more robust construction, changes in the curriculum and behaviour management arrangements, installation of CCTV, changing room use to alter the patterns of student circulation around the building.

Further work to change student circulation around the building which would have a beneficial impact involves creating a new doorway to the stairs to the first floor. This would reduce the need for pupils to enter the reception area which proves a distraction and impedes progress towards lessons.

Classroom doors are often subjected to abuse by students who have lost control of their emotions. The existing classroom doors, some in place since the building was opened in 1999 and others since the extension in 2002 would not be installed if the building was being prepared for the current cohort of students. Acting on the guidance and advice of the Head of Education Capital and Property we have researched newer PRUs that we have visited, and a nearby special school for SEBD students, and noted that they are equipped with doors and door furniture (door handles, door closers, hinges and locks) to a much more robust specification – doors with a steel skin and significantly higher specification furniture all fixed into an appropriate door frame.

There are 22 internal doors and 3 external doors in the main building. Ideally, they would all be replaced but there is an option to carry out the work on a phased basis with College Hall staff identifying 13 classroom doors and 2 external doors as the most vulnerable for early replacement

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**TO: CHILDREN, YOUNG PEOPLE AND LEARNING OVERVIEW AND SCRUTINY  
PANEL  
9 January 2019**

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**DRAFT BUDGET PROPOSALS 2019/20  
(Director of Finance)**

**1 INTRODUCTION**

- 1.1 The Executive agreed the Council's draft budget proposals for 2019/20 at its meeting on 18 December 2018 as the basis for consultation with the Overview and Scrutiny Commission, Overview and Scrutiny Panels and other interested parties. The consultation period runs until 30 January 2019, after which the Executive will consider the representations made at its meeting on 12 February 2019, before recommending the budget to Council.

**2 SUGGESTED ACTION**

- 2.1 **That the Overview and Scrutiny Panels comment on the Council's draft budget proposals for 2019/20.**

**3 SUPPORTING INFORMATION**

- 3.1 Attached to this report are extracts from the 2019/20 Revenue Budget and Capital Programme reports that are of relevance to each of the Overview and Scrutiny Panels. These extracts are for information and background to assist consideration of the Council's draft budget proposals and comprise:

- Revenue Budget Report
- Commitment Budget
- Draft Revenue Budget Pressures
- Draft Revenue Budget Savings Proposals
- Proposed Fees and Charges
- Capital Programme Report and Summary
- Proposed Capital Schemes

The full 2019/20 Revenue Budget and Capital Programme reports are available on the Council's public website as part of the wider budget consultation (<http://consult.bracknell-forest.gov.uk/portal>).

**ALTERNATIVE OPTIONS CONSIDERED/ ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS/ EQUALITIES IMPACT ASSESSMENT/ STRATEGIC RISK MANAGEMENT ISSUES / OTHER OFFICERS/ CONSULTATION – Not applicable**

Background Papers  
None

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# LA Insight Dashboard

*Bracknell Forest*

**October 2018**

## Purpose of this dashboard

This dashboard draws together a range of performance indicators into a concise, graphical report. It compares your Local Authority performance with your statistical neighbours and England, and shows trends over time. It can be used to:

- identify relative strengths and weaknesses in performance
- plan and commission services
- inform self-evaluation and set targets
- demonstrate impact and effectiveness

## Contents

- 3 How to Interpret the Analysis
- 4 Local Authority Context
- 5 Pupil Characteristics and Behaviour
- 6 Primary Phase Attainment
- 7 Secondary Phase Attainment
- 8 Destinations
- 9 Travel and Participation
- 10 Notes

## Latest updates

**Updated:** EYFSP GLD and Average point score

**Updated:** Year 1 phonics and Key Stage 1

**Updated:** Provisional Key Stage 4 and Key Stage 5

**Updated:** Key Stage 4 and Key Stage 5 destinations

**Updated:** Cross-border movement

**Updated:** NEET and not known activity data for 16 and 17 year olds



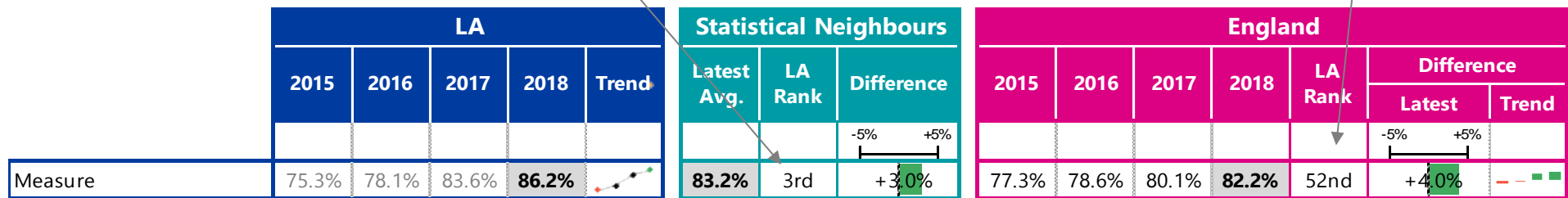
Each indicator on the dashboard has:

- a trend line to show the LA's change over time for up to four years (subject to availability of the data)
  - a rank of the LA indicator against its 10 statistical neighbours and the 152 LAs nationally (although in some instances some LA data is suppressed and therefore excluded from the rankings)
  - two bar charts showing the difference to the LA's statistical neighbour average and the national average. Note that if the indicator is a percentage the difference is in percentage points; for example, 20% vs 23% is a 3% point difference. If the indicator is a number, the difference is a percentage, for example, 100 vs 110 is a 10% difference.
  - a 4 year trend showing how the LA performs vs national based on the same basis as the two bar charts. The latest year of data is on the right. There are two types of indicator, performance indicators and volume & incidence indicators, as shown below:
- Note that for some indicators better performance means a higher percentage (e.g. achievement of attainment thresholds), while in other cases lower means better (e.g. absence rates).

65

The best performing statistical neighbour has a rank of 1st, while the worst is ranked 11th

The best performing LA has a rank of 1st, and the lowest nationally is ranked 152nd



Trend lines show the best year's performance with a green dot, and the worst with a red dot

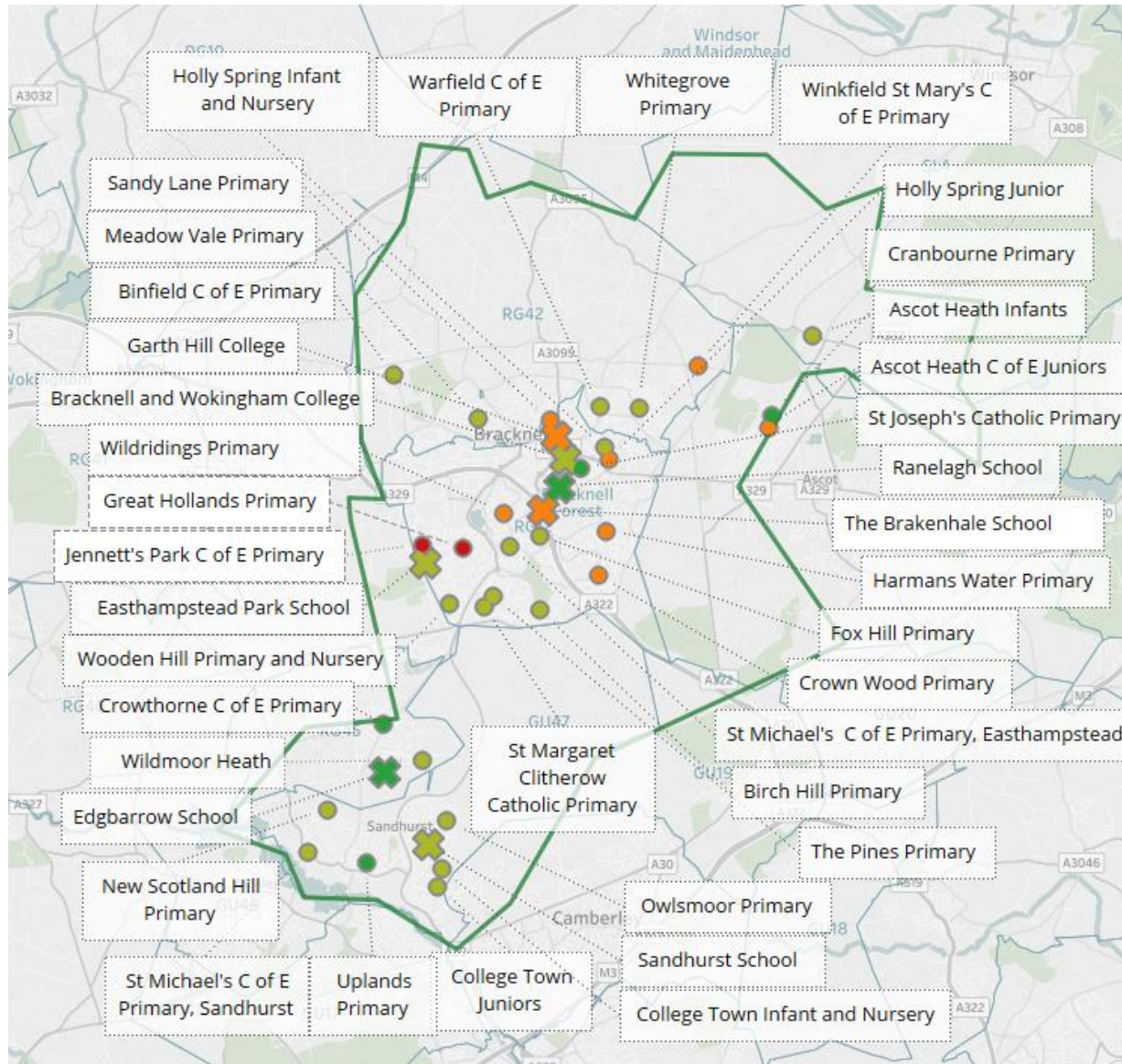
Latest year is on right of line

The bar is green where the LA performs better than the statistical neighbour or national average, and red when worse. If the gap is greater than 5% an arrow is shown on the end of the bar

A 4 year trend of how the LA compares to national. The latest year of data is on the right.

## State-Funded Mainstream Provider Locations (Ofsted at October 2018)

96



**Ofsted**

- Outstanding
- Good
- Requires improvement
- Inadequate

**Education Phase**

- Primary
- ✖ Secondary/16 Plus

		Bracknell Forest					Statistical Neighbours			England							Notes		
		2015	2016	2017	2018	Trend	Latest Avg.	LA Rank	Difference	2015	2016	2017	2018	LA Rank	Difference				
															Latest	Trend			
									-5% 0% +5%							-5% +5%			
LA info	Primary state-funded pupil roll	10,441	10,671	10,739	<b>10,780</b>													1	
	Secondary state-funded pupil roll	6,608	6,724	6,911	<b>6,953</b>														
	Special school state-funded pupil roll	177	169	164	<b>174</b>														
Demographics	Primary	Free School Meals eligible % (FSM)	9.1%	8.1%	7.7%	<b>6.6%</b>		<b>7.5%</b>	3rd	-0.9%	15.6%	14.5%	14.1%	<b>13.7%</b>	6th	-7.1%		1	
		English as additional language % (EAL)	12.9%	13.5%	12.7%	<b>13.1%</b>		<b>11.7%</b>	4th	-1.4%	19.4%	20.1%	20.6%	<b>21.2%</b>	86th	-8.1%			
		SEN Support %	12.0%	11.4%	10.6%	<b>10.9%</b>		<b>11.2%</b>	8th	-0.3%	13.0%	12.1%	12.2%	<b>12.4%</b>	122nd	-1.5%			2
		SEN education, health and care plan % (EHCP)	1.5%	1.3%	1.0%	<b>1.0%</b>		<b>1.4%</b>	10th	-0.4%	1.4%	1.3%	1.3%	<b>1.4%</b>	121st	-0.4%			
	Secondary	Free School Meals eligible % (FSM)	7.1%	7.2%	7.0%	<b>6.1%</b>		<b>6.5%</b>	3rd	-0.4%	13.9%	13.2%	12.9%	<b>12.4%</b>	8th	-5.3%		1	
		English as additional language % (EAL)	8.9%	9.6%	9.4%	<b>9.5%</b>		<b>8.6%</b>	4th	-0.9%	15.0%	15.7%	16.2%	<b>16.6%</b>	83rd	-7.1%			
		SEN Support %	9.5%	10.1%	9.8%	<b>11.0%</b>		<b>10.7%</b>	5th	-0.3%	12.4%	11.0%	10.7%	<b>10.6%</b>	71st	+0.3%			2
		SEN education, health and care plan % (EHCP)	2.4%	2.3%	2.3%	<b>2.1%</b>		<b>1.6%</b>	2nd	-0.5%	1.8%	1.7%	1.7%	<b>1.6%</b>	40th	+0.4%			
Absence & Exclusions	Primary	Exclusions - Fixed Term (Primary %)	0.8%	1.5%	<b>2.1%</b>	-		<b>1.7%</b>	10th	-0.4%	1.1%	1.2%	<b>1.4%</b>	-	138th	+0.7%		3	
		Absence - Overall	3.4%	3.5%	<b>3.5%</b>	-		<b>3.8%</b>	1st	-0.3%	4.0%	4.0%	<b>4.0%</b>	-	5th	-0.5%			
		Absence - Authorised	2.8%	2.7%	<b>2.7%</b>	-		<b>3.0%</b>	1st	-0.3%	3.1%	3.1%	<b>3.0%</b>	-	11th	-0.3%			
		Absence - Unauthorised	0.6%	0.7%	<b>0.8%</b>	-		<b>0.8%</b>	5th	0.0%	0.9%	0.9%	<b>1.1%</b>	-	18th	-0.3%			
		Absence - Persistent Absentees	5.5%	5.6%	<b>5.9%</b>	-		<b>7.0%</b>	1st	-1.1%	8.4%	8.2%	<b>8.3%</b>	-	5th	-2.4%			
	Secondary	Exclusions - Fixed Term (Secondary %)	5.0%	5.7%	<b>9.3%</b>	-		<b>7.5%</b>	10th	-1.8%	7.5%	8.5%	<b>9.4%</b>	-	94th	-0.1%		3	
		Absence - Overall	4.6%	4.6%	<b>4.9%</b>	-		<b>5.2%</b>	2nd	-0.3%	5.3%	5.2%	<b>5.4%</b>	-	21st	-0.5%			
		Absence - Authorised	3.6%	3.6%	<b>3.8%</b>	-		<b>4.0%</b>	2nd	-0.2%	4.0%	3.8%	<b>3.8%</b>	-	74th	0.0%			
		Absence - Unauthorised	0.9%	1.0%	<b>1.0%</b>	-		<b>1.1%</b>	2nd	-0.1%	1.3%	1.4%	<b>1.5%</b>	-	8th	-0.5%			
		Absence - Persistent Absentees	10.5%	11.7%	<b>11.4%</b>	-		<b>12.7%</b>	2nd	-1.3%	13.8%	13.1%	<b>13.5%</b>	-	25th	-2.1%			

Statistical Neighbour Rank is generally out of 11. National Rank is generally out of 152. This may vary slightly if any relevant authorities are suppressed for a particular metric.

'-' means either data is unavailable. '\*' means data is suppressed for data protection reasons.

		Bracknell Forest <sup>1</sup>					Statistical Neighbours			England							Notes
		2015	2016	2017	2018	Trend	Latest Avg.	LA Rank	Difference	2015	2016	2017	2018	LA Rank	Difference		
															Latest	Trend	
Early Years	Good level of Development at EYFSP	73.2%	74.0%	73.4%	<b>75.2%</b>		<b>74.1%</b>	3rd	-1.1%	66.3%	69.3%	70.7%	<b>71.5%</b>	21st	+3.7%		5
	EYFSP Average Total Point Score	36.0	35.8	35.9	<b>35.9</b>		<b>35.3</b>	2nd	+2%	34.3	34.5	34.5	<b>34.6</b>	15th	+4%		
Key Stage 1 inc. Phonics	Phonics - Percentage of year 1 pupils at expected	79%	84%	85%	<b>86%</b>		<b>84%</b>	1st	+2%	77%	81%	81%	<b>82%</b>	20th	-3%		6
	Reading - Expected Standard	84%	77%	75%	<b>78%</b>		<b>78%</b>	7th	-0%	82%	74%	76%	<b>75%</b>	39th	+2%		7
	Writing - Expected Standard	71%	68%	67%	<b>74%</b>		<b>72%</b>	2nd	+2%	72%	65%	68%	<b>70%</b>	22nd	+4%		
	Maths - Expected Standard	84%	76%	76%	<b>80%</b>		<b>78%</b>	2nd	+2%	82%	73%	75%	<b>76%</b>	22nd	-3%		
Key Stage 2 - Provisional	Reading, Writing and Maths - Expected Standard	67%	52%	57%	<b>63%</b>		<b>64%</b>	8th	-1%	69%	54%	62%	<b>64%</b>	90th	-1%		8
	Female	69%	57%	60%	<b>67%</b>		<b>68%</b>	7th	-1%	71%	58%	66%	<b>68%</b>	99th	-1%		
	Male	65%	47%	55%	<b>60%</b>		<b>61%</b>	8th	-1%	68%	50%	58%	<b>60%</b>	83rd	+0%		
	Disadvantaged	-	29%	<b>38%</b>	-		<b>40%</b>	8th	-2%	-	39%	<b>48%</b>	-	141st	-10%		
	Non-Disadvantaged	-	58%	<b>63%</b>	-		<b>66%</b>	9th	-3%	-	61%	<b>68%</b>	-	136th	-5%		
	EHCP	-	11%	*	-		<b>7%</b>	*		-	7%	<b>8%</b>	-	*			
	Support	-	15%	*	-		<b>18%</b>	*		-	16%	<b>21%</b>	-	*			
	No SEN	-	61%	<b>67%</b>	-		<b>70%</b>	9th	-3%	-	62%	<b>71%</b>	-	121st	-4%		
	Reading, Writing and Maths - Higher Standard	20%	6%	6%	<b>9%</b>		<b>10%</b>	9th	-1%	24%	5%	9%	<b>10%</b>	97th	-1%		
	Reading - Expected Standard	82%	65%	71%	<b>77%</b>		<b>77%</b>	5th	-0%	81%	66%	72%	<b>75%</b>	56th	-2%		
Writing - Expected Standard (TA)	89%	75%	72%	<b>77%</b>		<b>79%</b>	9th	-2%	87%	74%	77%	<b>78%</b>	97th	-1%			
Maths - Expected Standard	75%	66%	71%	<b>74%</b>		<b>75%</b>	7th	-1%	77%	70%	75%	<b>75%</b>	99th	-1%			
Reading - Higher Standard	48%	19%	24%	<b>29%</b>		<b>30%</b>	8th	-1%	49%	19%	25%	<b>28%</b>	61st	+1%			
Writing - Greater Depth (TA)	31%	17%	13%	<b>17%</b>		<b>21%</b>	10th	-4%	36%	15%	18%	<b>20%</b>	114th	-3%			
Maths - Higher Standard	38%	14%	21%	<b>22%</b>		<b>24%</b>	8th	-2%	42%	17%	23%	<b>24%</b>	87th	-2%			
Reading - Progress	-	-0.4	<b>-0.8</b>	-		<b>-0.2</b>	10th	-0.6	-	0.00	<b>0.0</b>	-	129th	-0.8			
Writing - Progress	-	0.0	<b>-1.3</b>	-		<b>-0.9</b>	8th	-0.4	-	0.00	<b>0.0</b>	-	142nd	-1.3			
Maths - Progress	-	-1.1	<b>-1.3</b>	-		<b>-0.8</b>	9th	-0.5	-	0.00	<b>0.0</b>	-	143rd	-1.3			

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<sup>1</sup> For years prior to 2016 Level 2B+ has been used as the expected standard for KS1 metrics to provide historical context. Level 4B+ has been used as the expected standard for KS2 metrics (except Writing where Level 4+ has been used). Level 5+ has been used as the higher standard/greater depth for KS2.

	Bracknell Forest					Statistical Neighbours			England						Notes			
	2015	2016	2017	2018	Trend	Latest Avg.	LA Rank	Difference	2015	2016	2017	2018	LA Rank	Difference				
														Latest		Trend		
Key Stage 4 - Provisional	Attainment 8	-	51.4	46.3	<b>48.0</b>		<b>48.3</b>	6th	-0.6%	-	50.1	46.4	<b>46.5</b>	43rd	+3.2%		9	
	Progress 8	-	+0.09	-0.08	<b>+0.03</b>		<b>+0.04</b>	7th	-0.01	-	-0.03	-0.03	<b>-0.02</b>	54th	+0.05			
	Female	-	+0.20	+0.11	<b>+0.23</b>		<b>+0.29</b>	7th	-0.06	-	+0.11	+0.18	<b>+0.22</b>	68th	+0.01			
	Male	-	-0.01	-0.27	<b>-0.17</b>		<b>-0.21</b>	4th	+0.04	-	-0.17	-0.24	<b>-0.25</b>	44th	+0.08			
	Disadvantaged	-	-0.22	<b>-0.49</b>	-		<b>-0.58</b>	3rd	+0.09	-	-0.38	<b>-0.40</b>	-	81st	-0.09			
	Not Disadvantaged	-	+0.15	<b>+0.01</b>	-		<b>+0.07</b>	8th	-0.06	-	+0.10	<b>+0.11</b>	-	107th	-0.10			
	EHCP	-	-0.50	<b>-0.88</b>	-		<b>-1.07</b>	2nd	+0.19	-	-1.03	<b>-1.04</b>	-	41st	+0.16			
	Support	-	-0.36	<b>-0.40</b>	-		<b>-0.43</b>	7th	+0.03	-	-0.38	<b>-0.43</b>	-	64th	+0.03			
	No SEN	-	+0.16	<b>-0.02</b>	-		<b>+0.06</b>	8th	-0.08	-	+0.06	<b>+0.07</b>	-	94th	-0.09			
English Baccalaureate Average Point Score	-	-	-	<b>4.1</b>		<b>4.2</b>	6th	-1.4%	-	-	-	<b>4.0</b>	46th	+2.5%				
English Baccalaureate Achievements w. 9-4 English & Maths	21.6%	22.3%	<b>19.4%</b>	-		<b>26.0%</b>	10th	-6.6%	-	24.4%	24.8%	<b>23.9%</b>	-	112th	-4.5%			
English Baccalaureate Achievements w. 9-5 English & Maths	-	-	<b>18.0%</b>	-		<b>23.7%</b>	10th	-5.7%	-	-	-	<b>21.4%</b>	-	102nd	-3.4%			
English Baccalaureate Entries	32.1%	37.8%	28.2%	<b>34.3%</b>		<b>38.8%</b>	8th	-4.5%	-	38.8%	39.8%	38.4%	<b>38.5%</b>	96th	-4.2%			
9-4 (A*-C) in Eng & Maths	61.1%	61.1%	64.5%	<b>68.0%</b>		<b>68.2%</b>	6th	-0.2%	-	59.5%	63.3%	64.2%	<b>64.2%</b>	38th	+3.8%			
9-5 in Eng & Maths	-	-	43.2%	<b>45.1%</b>		<b>47.1%</b>	7th	-2.0%	-	-	-	42.9%	<b>43.2%</b>	53rd	+1.9%			
Key Stage 5 - Provisional	APS per Entry - All level 3	-	31.07	31.83	<b>30.21</b>		<b>32.16</b>	8th	-6.1%	-	31.42	32.33	<b>31.59</b>	96th	-4.4%		10	
	A level	-	29.16	29.89	<b>30.72</b>		<b>32.52</b>	7th	-5.5%	-	30.44	31.13	<b>31.84</b>	91st	-3.5%			
	Academic	-	29.15	29.91	<b>30.77</b>		<b>32.66</b>	8th	-5.8%	-	30.63	31.32	<b>32.01</b>	92nd	-3.9%			
	Tech level	-	32.78	33.04	<b>34.38</b>		<b>28.66</b>	1st	+20.0%	-	30.76	32.25	<b>28.34</b>	11th	+23.3%			
	Applied General	-	37.43	37.64	<b>26.50</b>		<b>28.14</b>	8th	-5.8%	-	34.66	35.69	<b>28.24</b>	107th	-6.2%			
	AAB at A level, at least 2 are facilitating (% of A level Students)	8.5%	11.3%	11.0%	<b>11.2%</b>		<b>15.2%</b>	9th	-4.0%	-	11.8%	13.9%	14.3%	<b>13.4%</b>	88th	-2.2%		
	Three A*-A grades or better at A level (% of A level students)	-	7.4%	6.9%	<b>7.3%</b>		<b>11.9%</b>	9th	-4.6%	-	-	10.5%	11.1%	<b>10.4%</b>	102nd	-3.1%		
Lev. 2 and 3 by 19	Level 2 by 19 (Mainstream)	89%	85.4%	<b>86.1%</b>	-		<b>85.6%</b>	4th	-0.5%	-	86.0%	85.3%	<b>83.6%</b>	-	33rd	+2.5%		11
	Level 2 inc Eng and Maths by 19 (Mainstream)	73%	62.8%	<b>73.1%</b>	-		<b>72.7%</b>	5th	-0.4%	-	67.9%	68.6%	<b>68.8%</b>	-	26th	+4.3%		
	Level 3 by 19 (Mainstream)	59.9%	56.9%	<b>59.3%</b>	-		<b>61.1%</b>	8th	-1.8%	-	57.4%	57.1%	<b>57.5%</b>	-	57th	+1.8%		

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		Bracknell Forest					Statistical Neighbours			England							Notes
		2013	2014	2015	2016	Trend	Latest Avg.	LA Rank	Difference	2013	2014	2015	2016	LA Rank	Difference		
															Latest	Trend	
Key Stage 4 Destination Measures	Overall Education or Employment /Training Destination	94%	96%	97%	<b>96%</b>		<b>96%</b>	2nd	0%	92%	94%	94%	<b>94%</b>	3rd	-2%		12
	Further education college or other FE provider	-	30%	31%	<b>26%</b>		<b>31%</b>	9th	-5%	-	38%	38%	<b>34%</b>	104th	-8%		
	School Sixth Form - state funded	48%	53%	47%	<b>52%</b>		<b>46%</b>	4th	+6%	39%	39%	39%	<b>39%</b>	37th	+13%		
	Sixth Form College	13%	9%	15%	<b>12%</b>		<b>11%</b>	3rd	+1%	13%	13%	13%	<b>13%</b>	62nd	-1%		
	Apprenticeships	6%	5%	6%	<b>4%</b>		<b>5%</b>	8th	-1%	5%	6%	6%	<b>5%</b>	86th	-1%		
	Destination not sustained	4%	*	3%	<b>4%</b>		<b>4%</b>	3rd	0%	5%	5%	5%	<b>5%</b>	13th	-1%		
	Activity not Captured in Data	1%	*	*	*		<b>1%</b>	*		1%	1%	1%	<b>1%</b>	*			
Key Stage 5 Destination Measures	Overall Education or Employment /Training Destination	80%	92%	92%	<b>91%</b>		<b>91%</b>	3rd	0%	73%	88%	89%	<b>89%</b>	8th	-2%		13
	Further education college or other FE provider	-	23%	19%	<b>10%</b>		<b>8%</b>	4th	+2%	-	14%	13%	<b>7%</b>	15th	+3%		
	Apprenticeships	6%	8%	7%	<b>9%</b>		<b>6%</b>	1st	+3%	5%	7%	7%	<b>6%</b>	17th	+3%		
	UK Higher Education Institution	37%	39%	45%	<b>42%</b>		<b>47%</b>	9th	-5%	48%	48%	51%	<b>50%</b>	132nd	-8%		
	Top Third of HEIs	15%	16%	18%	<b>17%</b>		<b>19%</b>	7th	-2%	17%	17%	18%	<b>17%</b>	51st	0%		
	Russell Group (incl. Ox. and Cam.)	8%	9%	10%	<b>10%</b>		<b>13%</b>	9th	-3%	11%	11%	12%	<b>12%</b>	90th	-2%		
	Other higher education institutions or providers	-	23%	27%	<b>25%</b>		<b>28%</b>	9th	-3%	-	31%	32%	<b>34%</b>	136th	-9%		
	Sustained Employment and/or Training Destination	14%	28%	27%	<b>26%</b>		<b>26%</b>	7th	0%	7%	23%	23%	<b>22%</b>	28th	+4%		
Destination not sustained	5%	6%	7%	<b>6%</b>		<b>7%</b>	2nd	-1%	9%	9%	8%	<b>8%</b>	7th	-2%			
Activity not Captured in Data	13%	2%	1%	<b>3%</b>		<b>3%</b>	2nd	0%	15%	3%	3%	<b>4%</b>	11th	-1%			

Statistical Neighbour Rank is generally out of 11. National Rank is generally out of 152. This may vary slightly if any relevant authorities are suppressed for a particular metric. '\*' means either data is unavailable. '\*\*' means data is suppressed for data protection reasons.

		Bracknell Forest					Statistical Neighbours			England							Notes
		2015	2016	2017	2018	Trend	Latest Avg.	LA Rank	Difference	2015	2016	2017	2018	LA Rank	Difference		
															Latest	Trend	
									-5% 0% +5%							-5% +5%	
Travel	Primary pupils living in LA attending schools in other LAs	5.0%	5.0%	5.4%	<b>5.6%</b>		<b>3.1%</b>	1st	-2.5%	3.6%	3.6%	3.7%	<b>3.7%</b>	40th	+0.9%		14
	Primary pupils living in other LAs attending schools in the LA	4.2%	4.2%	4.4%	<b>4.4%</b>		<b>3.9%</b>	4th	-0.5%	3.6%	3.7%	3.7%	<b>3.7%</b>	59th	+0.7%		
	Secondary pupils living in LA attending schools in other LAs	15.2%	14.5%	13.5%	<b>13.5%</b>		<b>7.5%</b>	2nd	-6.0%	9.0%	9.2%	9.4%	<b>9.5%</b>	48th	+4.0%		
	Secondary pupils living in other LAs attending schools in the LA	12.3%	12.7%	12.7%	<b>12.7%</b>		<b>10.2%</b>	3rd	-2.5%	9.1%	9.3%	9.4%	<b>9.5%</b>	48th	+3.2%		
Participation	Apprenticeship starts (Under 19s)	240	<b>250</b>	-	-												15
	Apprenticeship achievements (Under 19s)	150	<b>130</b>	-	-												
	16 and 17 year olds who are NEET or not known activity	-	-	5.2%	<b>24.0%</b>		<b>7.0%</b>	11th	+7.0%	-	-	6.0%	<b>6.0%</b>	150th	+18.0%		16
	NEET	-	-	2.9%	<b>2.8%</b>		<b>2.1%</b>	11th	-0.7%	-	-	2.8%	<b>2.7%</b>	84th	+0.1%		
	Not known activity	-	-	2.3%	<b>21.1%</b>		<b>4.9%</b>	11th	+6.2%	-	-	3.2%	<b>3.3%</b>	151st	+17.8%		
	16 year olds in education and training	94.8%	95.8%	<b>92.6%</b>	-		<b>95.0%</b>	11th	-2.4%	93.1%	94.2%	<b>94.2%</b>	-	135th	-1.5%		17
	Female	96.4%	96.4%	<b>94.5%</b>	-		<b>95.7%</b>	11th	-1.2%	93.8%	94.8%	<b>94.9%</b>	-	104th	-0.4%		
	Male	93.5%	95.3%	<b>90.9%</b>	-		<b>94.4%</b>	11th	-3.5%	92.4%	93.6%	<b>93.5%</b>	-	139th	-2.6%		
17 year olds in education and training	86.9%	88.8%	<b>87.9%</b>	-		<b>89.2%</b>	8th	-1.3%	85.9%	87.9%	<b>88.7%</b>	-	103rd	-0.8%			
Female	88.6%	91.5%	<b>89.5%</b>	-		<b>90.1%</b>	8th	-0.6%	87.2%	89.1%	<b>89.8%</b>	-	98th	-0.3%			
Male	85.3%	86.4%	<b>86.5%</b>	-		<b>88.3%</b>	9th	-1.8%	84.7%	86.8%	<b>87.6%</b>	-	107th	-1.0%			

Statistical Neighbour Rank is generally out of 11. National Rank is generally out of 152. This may vary slightly if any relevant authorities are suppressed for a particular metric. '-' means either data is unavailable. '\*' means data is suppressed for data protection reasons.

## Statistical neighbours

Statistical neighbours are a way of benchmarking your performance against other local authorities that have similar characteristics, rather than simply being geographically close. The statistical neighbours for Bracknell Forest are listed below by school population size.

LA	School population
Hertfordshire	216,000
Hampshire	190,000
West Sussex	123,000
Oxfordshire	111,000
Buckinghamshire	93,000
Warwickshire	87,000
Central Bedfordshire	44,000
South Gloucestershire	40,000
West Berkshire	29,000
York	28,000
Bracknell Forest	21,000

72 The statistical neighbour average in the dashboard is non-weighted and includes Bracknell Forest.

## Data sources

Below is the list of data sources. Full footnotes and methodologies can be found within the individual sources.

### Local Authority Context

<http://reports.ofsted.gov.uk/inspection-reports/find-inspection-report>

### Pupil Characteristics and Behaviour

- 1 <https://www.gov.uk/government/collections/statistics-school-and-pupil-numbers>  
Section: National statistics on school numbers / Local Authority Tables / Latest timepoint on dashboard: January 2018  
Data based on where the pupil attends school
- 2 <https://www.gov.uk/government/collections/statistics-special-educational-needs-sen>  
Section: National statistics on special educational needs in England / Latest time point on dashboard: January 2018  
Data based on where the pupil attends school
- 3 <https://www.gov.uk/government/collections/statistics-exclusions>  
Latest time point on dashboard: 2016/17 academic year  
Data based on where the pupil attends school



- 4 <https://www.gov.uk/government/collections/statistics-pupil-absence>

Latest time point on dashboard: 2016/17 academic year/ Note: Some figures calculated from underlying data files

Data based on where the pupil attends school

### Primary Phase Attainment

- 5 <https://www.gov.uk/government/collections/statistics-early-years-foundation-stage-profile>

Section: Results at national and local-authority level / Latest time point on dashboard: 2017/18 academic year

Data based on where the pupil attends school

- 6 <https://www.gov.uk/government/collections/statistics-key-stage-1>

Section: Phonics screening check and key stage 1 assessment - Phonics Tables / Latest time point on dashboard: 2018 phonics screening

Data based on where the pupil attends school

- 7 <https://www.gov.uk/government/collections/statistics-key-stage-1>

Section: Phonics screening check and key stage 1 assessment - KS1 Tables/ Latest time point on dashboard: 2018 Key Stage 1 assessment

Data based on where the pupil attends school

- 8 <https://www.gov.uk/government/collections/statistics-key-stage-2>

73 Section: National curriculum assessments at key stage 2 / Latest time point on dashboard: 2017/18 provisional

Data based on where the pupil attends school

### Secondary Phase Attainment

- 9 <https://www.gov.uk/government/collections/statistics-gcses-key-stage-4>

Section: GCSE and equivalent results, including pupil characteristics / Latest time point on dashboard: 2017/18 provisional

Data based on where the pupil attends school

- 10 <https://www.gov.uk/government/collections/statistics-attainment-at-19-years>

Section: A level and other 16 to 18 results / Local authority tables / Latest time point on dashboard: 2017/18 provisional

Data based on where the pupil attends school

- 11 <https://www.gov.uk/government/collections/statistics-attainment-at-19-years>

Section: Level 2 and 3 attainment / Latest time point on dashboard: 2016/17 academic year (Aged 19 in 2017)

Data based on where the pupil attends school

### Destinations

- 12 <https://www.gov.uk/government/collections/statistics-destinations>

Section: Destinations after key stage 4 for State-Funded Mainstream schools / Latest time point on dashboard: 2015/16 cohort (Destination in 2016/17)

Data based on where the pupil attended school

**13** <https://www.gov.uk/government/collections/statistics-destinations>

Section: Destinations after key stage 5 / Latest time point on dashboard: 2015/16 cohort (Destination in 2016/17) / Note: Data is based on the destinations of young people completing an A level or equivalent level courses only

### Travel and Participation

**14** <https://www.gov.uk/government/collections/statistics-school-and-pupil-numbers>

Section: Cross-border movement local authority tables / Latest time point on dashboard: January 2018

Data based on where the pupil is resident and where they attend school

**15** <https://www.gov.uk/government/statistical-data-sets/fe-data-library-apprenticeships>

Section: Apprenticeships geography tool / Latest time point on dashboard: 2015/16 academic year

Data based on where the student is resident

**16** <https://www.gov.uk/government/publications/neet-and-participation-local-authority-figures>

Section: Headline NEET/not known numbers and rates / Latest time point on dashboard an average of December 2017, January 2018 and February 2018

Data based on the number of 16 and 17 year olds known to the local authority

**17** <https://www.gov.uk/government/publications/participation-in-education-and-training-by-local-authority>

Latest time point on dashboard: June 2017 / Notes: Data is always given for June quarter

Data based on where the student is resident

*Mime are experts in communicating complex information with clarity within the education sector. We are passionate about using data to improve the life chances of young people. For more information, please get in touch.*

*Mime*

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**CORPORATE PARENTING ADVISORY  
PANEL  
21 SEPTEMBER 2018  
11.00 AM - 1.00 PM**



**Present:**

Councillors Dr Barnard (Chairman), Mrs Ingham (Vice-Chairman), Mrs Birch, Brossard, Peacey and Mrs Temperton

**Co-optee:**

Doug Jennings

**Apologies for absence were received from:**

Councillors Ms Hayes

**16. Declarations of Interest**

There were no declarations of interest.

**17. Minutes and Matters Arising**

The minutes of the meeting held on 6 July 2018 were approved as a correct record, subject to Doug Jennings being included as an attendee.

**18. Urgent Items of Business**

There were no urgent items of business.

**19. Summary of SiLSiP Activities**

Louise MacLennan gave a report on the SiLSiP summer activities.

All young people in care over the age of 8 had been invited to join in summer activities with SiLSiP, such as performing arts, football, baking and multi-activity days. Oakwood Youth Challenge had provided activities for free, such as high ropes and archer.

Over all activities, 26 young people had taken part, of which 7 had not previously engaged.

In response to questions, the following points were noted:

- SiLSiP had worked in conjunction with the Lexicon to secure promotional space on the back of car park tickets, which used the question 'Could you care for one of us?'
- The activities provided a supportive environment for young people in care to support one another, and to build confidence to join in with new activities.
- The percentage of young people in care who were an active part of SiLSiP was not known, although it was noted that this would only include over 8s.
- The Big Ballot was SiLSiP's main recruitment event to try and encourage more young people to take part in SiLSiP's activities, and participate.

- The Panel noted and welcomed the fact that there had been better take up and a wider range of participants at this year's summer activities.
- The Panel noted that while SiLSiP was effective and working well, there remained children who were difficult to reach. The Panel queried how best to engage these young people. It was suggested that designated teachers and governors may play a role in this.
- It was clarified that bigger groups did not necessarily mean a more positive experience for the young people, as it could be more daunting for them. There was also a ratio of 4 members of staff for every 12 young people.

The Panel welcomed Louise's report, and commented on a successful range of activities for SiLSiP.

**20. Exclusion of Public and Press**

**RESOLVED** that pursuant to Section 100A of the Local Government Act 1972, as amended, and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of the following item which involves the likely disclosure of exempt information under the following category of Schedule 12A of that Act:

- (1) Information relating to any individual

**21. Education Outcomes and Destination**

Kashif Nawaz presented on the Education Outcomes and Destinations for Children Looked After.

Kashif commented that at the end of KS1 AND KS2, children in care had performed above children from similar disadvantaged backgrounds.

Further detail on achievements and destinations would be included in the Virtual School's annual report.

In response to questions, the following points were noted:

- Education Psychiatrists were assigned to each school, who could make referrals to the service.
- The Panel commented that reverse case studies into the outcomes would be interesting to see when available.
- All children finishing KS4 had progressed onto positive Post-16 destinations. The Panel requested further data on destinations.
- The Panel requested that the School Improvement Accountability Board consider issues around inclusion as well as attainment.

The Panel thanked Kashif for his presentation.

**22. Multi-Agency Review of the Health Assessment Systems across East Berkshire (July 2018)**

Debbie Hartrick, Designated Nurse for Children in Care at East Berkshire CCG attended the meeting to present the Multi-agency Review of the Health Assessment Systems across East Berkshire.

Several service areas across East Berkshire had adopted strategies and systems used in Bracknell. The CCG continued to receive positive data on Bracknell Forest's looked after children.

The Panel thanked Debbie for her attendance and report.

23. **East Berkshire Health of Looked After Children Annual Report**

The Panel received a report on the East Berkshire Health of Looked After Children Annual Report from Debbie Hartrick, Designated Nurse: Looked After Children at East Berkshire CCG.

The CCG worked closely with BHFT's Looked After Children team across the three East Berkshire areas. An East Berkshire Multi-agency group had been established to share best practice and discuss challenges. A South East Designated Doctor and Nurse Group had also been established to cover a wider geography,

It was noted that Bracknell Forest had had a significant increase in Looked After Children but had continued to maintain compliance with health checks.

The Panel agreed that emotional support in school needed to improve.

In response to questions, the following points were noted:

- Children subject to Special Guardianship Order were no longer classified as children in care. The Panel raised concerns that these children may be physically safe, but their mental health was still important to maintain.
- Young people transferred at 18 to adult mental health services.
- The Panel suggested that publicity around Kooth, Youthline and other emotional support could be improved.
- The Panel considered mental health to be a key area to investigate in future meetings.

24. **Stability Index**

The Panel noted the Stability Index report.

25. **Performance Management Information**

The Panel noted the Performance Management Information.

26. **Workshop Planning**

The Panel undertook a workshop on the future of Corporate Parenting at the Council.

It was agreed that the process for co-opting Debbie Hartrick as a member of the Panel be investigated. **(Action: Lizzie Rich)**

It was agreed that a representative from a Corporate Parenting Advisory Panel in a Local Authority with Outstanding.

It was agreed that the Children, Young People and Learning Overview & Scrutiny Panel should look after the accountability issues for Looked After Children, to avoid duplication of scrutiny function.

It was noted that the core membership and function of the Panel was likely to change.

27. **Review of the Panel's Terms of Reference**

The Panel noted the existing Terms of Reference, and agreed to refresh them following the workshops over the coming months.

28. **Panel Announcements**

There were no Panel Announcements.

29. **Dates of Next Meetings**

14 December 2018

**CHAIRMAN**





# QUARTERLY SERVICE REPORT

# CHILDREN, YOUNG PEOPLE & LEARNING

Q2 2018 - 19  
July - September 2018

**Executive Member:**  
Councillor Gareth Barnard

Director:  
Nikki Edwards

Date completed 07/11/18

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**Key**

**Actions**

	Action is on schedule		Action has been completed
	Action may fall behind schedule		Action is no longer applicable
	Action is behind schedule	-	Not yet updated

**Performance indicators**

	On, above or within 5% of target
	Between 5% and 10% of target
	More than 10% from target

## Section 1: Where we are now

### Director's overview

I wish to start this quarter's commentary with a focus on SEND. This quarter has seen the push not only to meet our high bar of performance but also to focus on the quality of EHCP's issued. In order to achieve this we have commenced an internal audit process and also participated in an East CCG audit regime. This has proved to be helpful in retaining the quality of our plans; this in a climate of rising demand with 48 new assessments in this quarter compared to 24 this time last year. I must commend the team for achieving this without additional resources.

I also wanted to highlight the work of our Community Learning Service. We recently celebrated a strong inspection outcome as you know, being judged good in all areas. Sometimes the inspection regime and subsequent report seems to miss what this may mean to individual residents, in this case learners. So in this quarter I would like to report that with this strong performance and quality there has been a rise in participation. The correlation is obvious. Final figures for the 2017-18 Programme, which closed at the end of July, reflected an increase on participation in 2016-17. This included an increase in the number of learners successfully completing accredited learning resulting in the service claiming the full funding allocated by the Education and Skills Funding Agency for the first time in recent years. It is early to comment on the success of the Programme for the autumn term 2018 but participation is currently higher than at the equivalent time last year.

I would also like to highlight that in a very difficult climate for recruitment and retention of staff we have had only one social worker leave this quarter. This again is thanks to the commitment of all members to our current recruitment and retention strategy. This is obviously better as regards consistency for our children and families who are known to Children's Social Care (CSC).

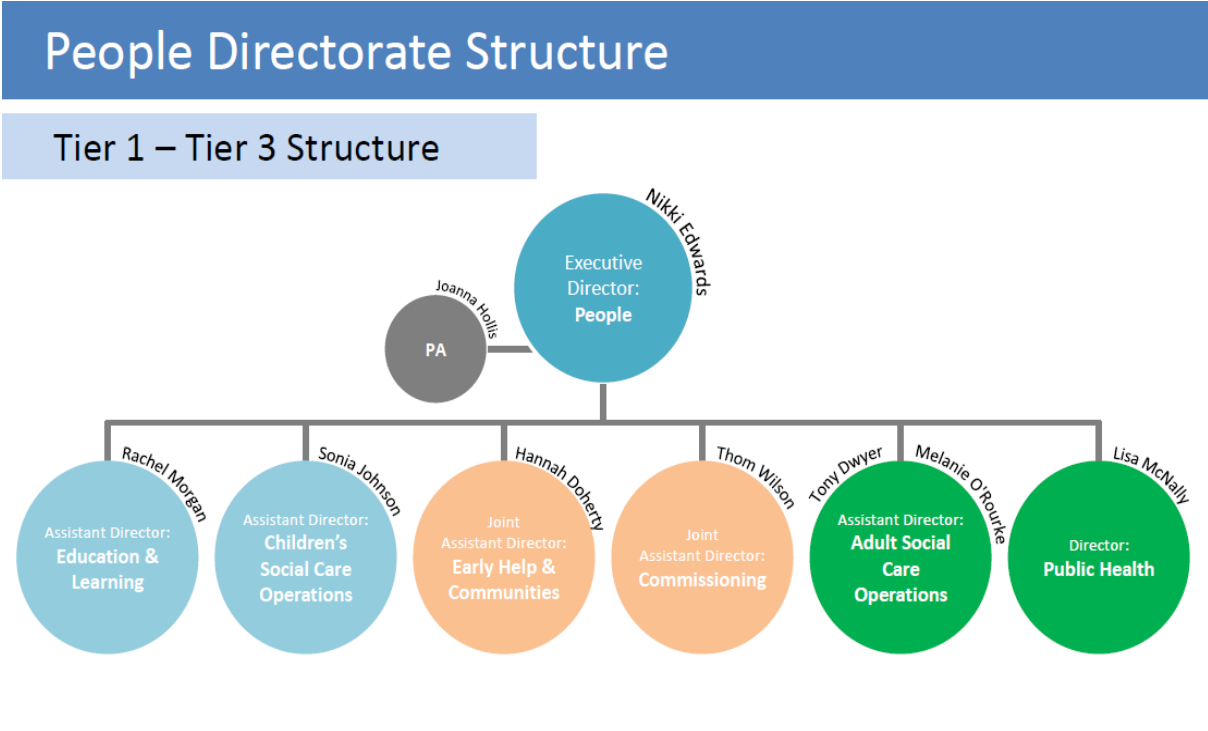
This leads on to a stronger performance as regards children looked after. The measure looks at children who are aged under 16 and been in care for 2.5 years or longer and have been in the same placement for more than 2 years. In this quarter performance has improved from 55.8% to 65.4% this again reflects stronger stability of placements for our children looked after.

Child protection numbers remain lower than we would expect at 109. This is as a result of our transformation work streams, including family safeguarding. Our overall children looked after numbers still rise now at 151 compared to 144 previously. This is to be commended in a context where other authorities are seeing a 30% increase in this quarter. Therefore our increase is at a much slower rate than other authorities. I believe this is due again to our transformation work streams including family safeguarding. The referral rate to CSC is down from 202.5 to 168.8 (per 10,000 under 18), again showing that the transformation work streams and practice improvements are working.

Finally, to celebrate our caseloads for children's social workers are down again from 16.7 to 14.9, a real achievement for our leaders in CSC.

The structure diagram below highlights Assistant Director (AD) roles for the interim period until permanent roles are appointed to. The adverts will be published shortly. I am really pleased to announce that Sonia Johnson steps up to Interim AD Children's Social Care operations. Hannah Doherty step's up to Interim AD Early Help and Communities. Finally that Melanie O'Rourke and Tony Dwyer step up as a job share into the AD Adults Social care operations role. These colleagues join Lisa McNally, Thom Wilson and Rachel Morgan as the permanent directorate team members.

This is hugely exciting and gives us a real opportunity to align services and create a dynamic new Directorate.



### Highlights and remedial action

#### Good performance

3.6.01 Continue to implement Special Educational Needs (SEND) legislation including ensuring Education, Health and Care Plans (EHCP) are completed on time and the transferring from SEN statements to EHCP is progressed – see Director’s commentary.

3.6.02 Increase the number of children with Special Educational Needs support achieving a Good Level of Development at the end of EYFS - The % of children with SEND achieving a good level of development rose by 8.6% in 2017 to 23.3% this has remained static for 2018. The improvement plan for EYFSP includes targeting and tracking pupils with SEND.

4.8.02 Ensure the Quality Improvement Plan is successfully implemented – see Director’s commentary.

4.8.03 Review and deliver a refreshed annual learning offer in collaboration with early help, schools, community and local businesses which meets grant conditions and is financially viable – see Director’s commentary.

6.4.03 Provide access to Advocacy Services for children receiving support through Children's Social Care to enable them to have their views heard - Independent Advocacy continues to be offered to support young people to have their voices heard. It is available for young people involved in child protection, for children looked after, care leavers and young people who wish to make a complaint.

6.4.05 Implement the Pay and Workforce Strategy specifically in relation to the recruitment and retention of children’s social workers and teachers – see Director’s commentary.

N1063 Stability of placements of looked after children - length of placement – see Director’s commentary

## Areas for improvement

3.5.05 Enhance the emotional health and wellbeing of children and young people at tier 2 in partnership with schools and other providers through the delivery of the Emotional Health and Well Being (EHWB) Action Plan - Children's and Families Commissioners have met to discuss an East Berkshire approach to implementing recommendations within the government Green Paper.

4.7.02 Work with partners to improve Child and Adolescent Mental Health Services (CAMHS) provision as detailed in the Emotional Health Well Being Action Plan and CCG Transformation Plan – A review and revised local transformation plan for CAMHS is underway across the East CCG and three Local Authorities. A first submission of this draft plan has been made by the CCG to NHS England.

L237 Number of apprenticeships starts for 16-24 year olds through City Deal interventions – Elevate has continued to support 16 - 24 year olds in to positive destinations this quarter. The number of apprenticeship starts continues to remain below our target. However, there has been an increase in the number of young people in this cohort taking up either other forms of employment or learning opportunities that meet the eligibility criteria for the programme which has been a positive outcome.

L301 Percentage of Education, Health and Care Plans issued within 20 weeks (including those with exceptions) - 43 out of 48 EHCPs were issued within the 20 weeks timeframe; 5 EHCPs were issued outside of the 20 weeks timeframe, without exceptions placed upon them; 3 SEN were awaiting confirmation of placement offers; 1 SEN were awaiting further professional information; 1 additional time to work with parents.

3.1.03 Develop sufficient, flexible 30 hour childcare places for eligible 3 and 4 year olds, to meet parental demand in line with the statutory duty.- A childcare sufficiency review is currently being undertaken which will evidence where there maybe a shortfall in childcare places over the coming years. This will enable planning for additional childcare places as required.

3.3.01 Ensure schools are judged at least good or outstanding by Ofsted through the implementation of the Learning Improvement Strategy - Improvements seen but remains below national. Following the introduction of the Learning and Improvement strategy and newly restructured School Improvement team as from September 2017 there have been 13 inspections this academic year of which 12 have had a positive outcome. One primary school went from Good to Requires Improvement in March 2018 but would have previously been graded as inadequate. All HMI visits for schools requiring improvement have had a positive outcome judging schools to be on track to be good at their next inspection. Increasing the percentage of good or better schools remains a key focus for the department.

3.4.01 Ensure effective use of Pupil Premium grant to close gaps in attainment - Key messages about the effective use of the Pupil Premium Grant (particularly in relation to improving attendance, evidence based working, and meeting the needs of the whole child) were shared at the September network meeting attended by 23 schools. 22 schools are taking part in the Pan-Berkshire Oracy project, targeted at closing the vocabulary and oracy gap for disadvantaged pupils. The Member led Task and Finish group has involved visits to 6 schools and has identified key next steps. Early unvalidated pupil outcome data indicates that the attainment of disadvantaged pupils is rising at Key Stages 1, 2 and 4.

7.5.01 Use monthly budget monitoring reports to identify and address any emerging overspends promptly - Monthly meetings are in place to monitor key budgets with budget holders.

## Audits and Risks

There were no limited assurance opinion audits in this period.

There were no significant changes to the risk register this quarter

## Budget position

### Revenue Budget

The original cash budget for the department was £17.605m. Net transfers out of £0.168m have been made bringing the current approved cash budget to £17.437m. In addition to this amount, there is a budget for Dedicated Schools Grant and other income of £97.200m to fund the Schools Budget which is outside the control of the Council. This includes net transfers in from Reserves of £0.394m. Within the Schools Budget, £24.709m is managed by the Council on behalf of schools. A breakdown of the budget is available in Annex B1, with Annex B2 showing the budget changes processed this quarter.

The forecast outturn for the department is £19.281m (£1.844m over spend on the current approved cash budget). For the Schools Budget, the outturn forecast is -£0.061m (£0.061m under spend). A detailed analysis of the variances this quarter is available in Annex B3.

The department has identified the following as a budget that can pose a risk to the Council's overall financial position, principally because it is vulnerable to significant changes in demand for a service which features heavily in the Transformation Programme. The current position is as follows:

Service Area	Budget £000	Forecast Outturn £000	Comments
Looked After Children – accommodation, care costs and allowance payments	5,978	7,331	The budget assumed an average of 121.1 high cost placements throughout the year at circa £39.7k each. There are now (31 August) forecast to be 130.1 (+7.4%) at circa £45.6k each (+15.1%). The budget assumed in-year cost reductions through the Transformation Programme and this is currently work in progress.

### Capital Budget

The original capital budget for the department was £7.984m. The Executive has subsequently approved the £14.972m under spending from 2017-18 to be carried forward. A capital receipt of £0.119m has also been received in respect of the sale of a caretaker's house at the Holly Spring Schools, making a total budget of £23.075m.

A detailed list of schemes together with their budget and forecast spend is available in Annex B4.

# Section 2: Strategic Themes









## Value for money





Action	Due Date	Status	Comments
<b>1.7 Spending is within budget</b>			
1.7.04 Implement savings as identified for 2018-19. (T)	31/03/2019		Savings included in monthly budget monitoring reports received by Managers.
1.7.21 Develop and deliver the Childrens Services Transformation Programme identifying savings for 2018/19 and beyond.(T)	31/03/2019		<p>The Children's Transformation programme is in the plan phase and proposals have been developed that include savings of £1.85m by the end of 2019/20. The Transformation Team are now fully staffed and the seven approved work streams being taken forward are:</p> <p>CTW1 - Front Door: Re-design &amp; re-engineer an integrated Gateway to Services</p> <p>CTW2 - Early Help: Create a whole council Early Help service &amp; engineer effective processes</p> <p>CTW3 - Placements: Reduce the unit costs of Children Looked After Placements</p> <p>CTW4 - Family Safeguarding Model: Reduce the number of Children Looked After</p> <p>CTW5 - Senior Structures: Restructure the Leadership Team and align structures</p> <p>CTW6 - School Support Services: Develop a new model for traded services</p> <p>CTW7 - Education Improvement: Drive improvement within education &amp; early years through a new Chief Officer and the SEND strategy.</p>




## People have the life skills and education opportunities they need to thrive













Action	Due Date	Status	Comments
<b>3.1 Children have access to high quality early years provision</b>			
3.1.02 Develop sufficient, flexible childcare places for all eligible two year olds in line with statutory duty.	31/03/2019		The actual data for Q2 is not yet available, estimate at present is 135 children, and this generally increases during the term. Number of child minders' offering 2 year funding has decreased slightly to 64; we continue to monitor this and encourage minders to sign up to the funding.
3.1.03 Develop sufficient, flexible 30 hour childcare places for eligible 3 and 4 year olds, to meet parental demand in line with the statutory duty.	31/03/2019		Numbers of registered providers has increased by 1 maintained nursery since last quarter. A childcare sufficiency review is currently being undertaken which will evidence where there maybe a shortfall in childcare places over the coming years. This will enable planning for additional childcare places as required.
3.1.04 Support Private, Voluntary and Independent Pre-School Provision to be judged at least good or outstanding by Ofsted.	31/03/2019		3 out of 44 group providers are currently graded requires improvement- action plans are in place to support these providers to achieve good or better at next inspection. Of those child minders with a current OFSTED grade 1 out of 144 has a grade of requires improvement. No providers are currently graded inadequate.
3.1.05 Continue to develop Children's Centres to offer services for children and young people under the development of the One Council Early Help offer.	31/03/2019		Staffing structures for the Family hubs are confirmed and most posts are now allocated. Work is continuing to enable the new model to come into effective from 01.12.18.
<b>3.2 School places are available in all localities</b>			
3.2.01 Provide sufficient pupil places, through the Education Capital Programme to meet basic need.	31/03/2019		There were sufficient pupil places available at the beginning of the September 2018 academic year. As at the end of September 2018 of the 1,595 primary places available for the Sep-18 intake, 1,372 were allocated, leaving 223 or 14.0% surplus places across the Borough. For secondary of the 1,467 places available for the Sep-18 intake, 1,335 were allocated leaving a surplus of 132 places or 9.0%.
3.2.02 Progress the project for the provision of a new Primary / Secondary Learning Village at Blue Mountain (7 form entry secondary school, a 2 form entry primary school and a nursery provision).	31/03/2019		Kings Academy Binfield opened to secondary pupils at the beginning of September 2018. The school opened with 120 places in year 7 all of which were taken. The school nursery has been furnished and equipped and is planned to open in January 2019.










			Parts of the accommodation for primary have also been furnished and equipped for a planned opening in September 2019.
3.2.03 Secure sufficient school places to provide for children from planned and future housing developments.	31/03/2019		Following further consideration the status of this action was incorrectly reported as Red in Quarter 1. The measure is to 'Secure sufficient Places ...' and this was achieved. The issue in Quarter 1 was the accuracy of the forecasts last year which predicted a higher number of pupils than actually were in roll this year which led to more school places being available than were needed. This was addressed in Quarter 2 by greater scrutiny to data, assumptions and quality assurance for this year's initial forecasts that were reported in the Quarter. For Quarter 3 two actions are underway: our regular survey of new houses is being run in September/October which will be used to update pupil yield ratios and an external review was commissioned of the process and outcomes which will report in the Quarter. Outcomes from both actions will inform forecasts used for capital planning purposes. Graham
3.2.06 Progress the project to oversee the construction and opening of the new primary school at Amen Corner North.	31/03/2019		The Amen Corner North primary school will take the name of Oakwood Primary school, and construction has continued during this quarter. The ground works are largely complete and the building frame is currently work in progress. A ground breaking ceremony was held during the last quarter led by the Major Cllr Finch. The project is on programme for opening in September 2019.
3.2.07 Progress the project to oversee the construction and opening of the expanded Crowthorne CE School at the TRL site.	31/03/2019		Under the current school capacity strategy this project is not required to be completed until September 2023, and so it has not needed to be progressed during this reporting period. As at the end of September 2018, Legal & General have sold 28 of their proposed 1,000 houses, with 5 occupations, but as yet there are no children requiring school places arising from the Bucklers Park development.
<b>3.3 More children are attending schools that are judged as good or better</b>			
3.3.01 Ensure schools are judged at least good or outstanding by Ofsted through the implementation of the Learning Improvement Strategy.	31/03/2019		Improvements seen but remains below national. Following the introduction of the Learning and Improvement strategy and newly restructured School Improvement team as from September 2017 there have been 13 inspections this

			academic year of which 12 have had a positive outcome. One primary school went from Good to Requires Improvement in March 2018 but would have previously been graded as inadequate. All HMI visits for schools requiring improvement have had a positive outcome judging schools to be on track to be good at their next inspection. Increasing the percentage of good or better schools remains a key focus for the department.
3.3.02 Ensure effective collaboration and communication with Regional Schools Commissioner and all schools including those within locally established Multi Academy Trusts and stand alone academies.	31/03/2019		Regular meetings take place with the Department for Education (DfE). Building positive relationships with one of the academy trusts remains an area for further development. There is an effective working relationship with 4 out of the 5 trusts currently in Bracknell Forest. There have been concerns around admissions and exclusions in some of the academy trusts and support has been sought from the RSC. We have logged a recent complaint with the ESFA due to an academy refusing to take children.
<b>3.4 Levels of attainment and pupil progress across all phases of learning are raised</b>			
3.4.01 Ensure effective use of Pupil Premium grant to close gaps in attainment. (E)	31/03/2019		Key messages about the effective use of the Pupil Premium Grant (particularly in relation to improving attendance, evidence based working, and meeting the needs of the whole child) were shared at the September network meeting attended by 23 schools. 22 schools are taking part in the Pan-Berkshire Oracy project, targeted at closing the vocabulary and oracy gap for disadvantaged pupils. The Member led Task and Finish group has involved visits to 6 schools and has identified key next steps. Early unvalidated pupil outcome data indicates that the attainment of disadvantaged pupils is rising at Key Stages 1, 2 and 4.
<b>3.5 Children and young people from disadvantaged backgrounds are supported to achieve their potential</b>			
3.5.02 Identify, assess and refer Young Carers, where appropriate, for support and intervention to ensure they reach their full potential in school (E)	31/03/2019		There are currently 174 Young Carers on our database of which 78 are male and 96 are female. Less than 10% have been categorised as needing intensive support or referral to CSC for further assessment. 6 Young Carers have been referred to SIGNAL for support having reached 18 years old and 7 young people are currently being supported by Targeted Youth Workers on a 1:1 basis. The majority of Young Carers fall into the 12 - 16 age bracket.

3.5.03 Implement agreed recommendations from the High Needs Block review with a focus on quality and best value (E)	31/03/2019		Over the last few years there has been a steady increase in the number of children with Education Health and Care plans (EHCP) in Bracknell Forest. Bracknell Forest Council is continuing to develop and increase specialist support available to mainstream schools to enable children to attend school locally and achieve their potential. The development of the Early Intervention Hub this year will assist in further co-ordinating this specialist support.
3.5.04 Work with schools to identify young people at risk of disengaging in education, employment or training and ensuring appropriate interventions are put in place. (E)	31/03/2019		Between July to September the Elevate Bracknell Forest team focused on continuing to support the transition of approximately 145 year 11 school pupils, who have been identified at risk of NEET or with EHCPs, to ensure they have an appropriate post-16 offer (September Guarantee) which meets the requirements of Raising the Participation Age. Support included one-to-one careers IAG, FE college visits, interview and enrolment advocacy. Additionally, introductory careers IAG was delivered with 65 pupils across years 9 and 10. Collaborative working remained a priority which was reflected by referrals to the service from Children's Social Care, FIT, Look Ahead, schools, YOS, Job Centre and adult social care. Support was also given to the SiLSiP summer activities.
3.5.05 Enhance the emotional health and wellbeing of children and young people at tier 2 in partnership with schools and other providers through the delivery of the Emotional Health and Well Being (EHWB) Action Plan. (E)	31/03/2019		Children's and Families Commissioners have met to discuss an East Berkshire approach to implementing recommendations within the government Green Paper.
3.5.07 Undertake a review of the Prevention and Early Intervention Service and implement a three year modernisation programme. (T)	31/03/2019		
3.5.08 Implement plan in collaboration with Cornerstone to increase BF Foster Carers to be able to provide care for more complex and challenging young people	31/03/2019		Cornerstone have now provided a member of staff bespoke to Bracknell Forest and located in Time square to support with recruitment activity. There continues to be support with training and mentoring. Three foster care households have been approved this quarter.
<b>3.6 Children and young people with Special Educational Needs are supported to achieve their potential</b>			
3.6.01 Continue to implement Special Educational Needs (SEND) legislation including ensuring Education, Health and Care Plans (EHCP) are completed on time and the transferring from SEN	31/03/2019		There are no substantial actions in this area. Working with the SEN Consultant to look at the auditing of EHCPs and we are also taking part in the East Berkshire audit process in

statements to EHCP is progressed. (E)			in conjunction with the CCG. There was a significant number of new assessments during this quarter (48) in comparison to the same period 12 months earlier (24); indicative of the upward trend in demand for EHCPs.
3.6.02 Increase the number of children with Special Educational Needs support achieving a Good Level of Development at the end of EYFS (E)	31/03/2019		The % of children with SEND achieving a good level of development rose by 8.6% in 2017 to 23.3% this has remained static for 2018. The improvement plan for EYFSP includes targeting and tracking pupils with SEND.
<b>3.7 All young people who have left school go on to further education, find employment or undertake some form of training</b>			
3.7.01 Develop accommodation for care leavers working with BFC Housing to oversee the Holly House site to provide additional local supported accommodation for care leavers with high level of support needs.	31/03/2019		Refurbishment is underway with 1 block at Holly House completed mid October. 10 High needs beds with support become fully available from mid October
3.7.02 Provide focused support for care leavers to enable access to appropriate education, employment and training opportunities. (E)	31/03/2019		Care Leavers continue to receive individualised support enabling pathways to positive participation. One young person was supported through levels 1, 2 and 3 of a motor mechanics course at a local college. She was a relatively late entrant to further education, only deciding to go down this route once she was nearly 20. At the end of the final course she was helped with the writing of a CV so that she could start applying for jobs and has recently secured employment. The Virtual School support a young person with his A Level maths, enabling him to progress from a predicted U grade to an actual grade B in 12 months and to get into his first choice university. A further two care leavers were supported at university during their second and third year of their programmes during this quarter to maintain their places at university.
3.7.03 Work in partnership with the Elevate Project through Breakthrough Employment Service in order to support young people with additional needs into employment. (E)	31/03/2019		Between July - September the Adviza project has received 30 new referrals to work with young people who are NEET and a further 22 young people signed up to Elevate through Youth Obligation. Elevate Intensive Support has been provided to 21 young people with additional needs who have either finished college or are NEET. Interventions have included weekly one-to-one meetings, guidance on CVs and completing application forms and support at interviews. [7 young people have been referred to Breakthrough Employment Service; 1 young person to the Adviza Intensive

			Project; 3 young people into education; 1 young person to Ways into Work; 1 young person supported to find employment; 3 young people long term ill/mental health concerns and not ready for EET; and 5 young people are NEET.
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Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
NI114	Number of permanent exclusions from secondary schools (Quarterly)	5	1	N/A	-
NI117	Number of 16 - 18 year olds who are not in education, employment or training (NEET) (Quarterly)	2.9%	2.9%	<7.5% (remain below national average)	
L139	Percentage of all schools rated good or better (Quarterly)	69%	69%	76%	
L237	Number of apprenticeships starts for 16-24 year olds through City Deal interventions (Quarterly)	2	2	5 (per quarter)	
L325	Number of permanent exclusions from primary schools (Quarterly)	2	0	N/A	-
L326	Number of fixed period exclusions from secondary schools (Quarterly)	175	82	N/A	-
L327	Number of fixed period exclusions from primary schools (Quarterly)	32	17	N/A	-
L334	Percentage of maintained primary schools rated good or better by Ofsted (Quarterly)	74%	74%	89%	
L335	Percentage of maintained secondary schools rated good or better by Ofsted (Quarterly)	75%	75%	100%	
L336	Percentage of academy primary schools rated good or better by Ofsted (Quarterly)	20%	20%	50%	
L337	Percentage of academy secondary schools rated good or better by Ofsted (Quarterly)	50%	50%	60%	
L338	Number of permanent exclusions from maintained primary schools (Quarterly)	1	0	N/A	-
L339	Number of permanent exclusions from maintained secondary schools (Quarterly)	2	0	N/A	-
L340	Number of permanent exclusions from academy primary schools (Quarterly)	1	0	N/A	-
L341	Number of permanent exclusions from academy secondary schools (Quarterly)	3	1	N/A	-
L342	Number of fixed period exclusions from maintained primary schools (Quarterly)	22	10	N/A	-
L343	Number of fixed period exclusions from maintained secondary schools (Quarterly)	127	68	N/A	-
L344	Number of fixed period exclusions from academy primary schools (Quarterly)	10	7	N/A	-
L345	Number of fixed period exclusions from academy secondary schools (Quarterly)	48	14	N/A	-



Action	Due Date	Status	Comments
<b>4.7 Accessibility and availability of mental health service for young people and adults is improved</b>			
4.7.02 Work with partners to improve Child and Adolescent Mental Health Services (CAMHS) provision as detailed in the Emotional Health Well Being Action Plan and CCG Transformation Plan.	31/03/2019		A review and revised local transformation plan for CAMHS is underway across the East CCG and three Local Authorities. A first submission of this draft plan has been made by the CCG to NHS England.
<b>4.8 Learning opportunities are available for adults</b>			
4.8.02 Ensure the Quality Improvement Plan is successfully implemented.	01/07/2018		The Quality Improvement Plan (QIP) continues to be monitored by the Community Learning Management Board and all actions remain on track.
4.8.03 Review and deliver a refreshed annual learning offer in collaboration with early help, schools, community and local businesses which meets grant conditions and is financially viable. (E)	01/07/2019		Final figures for the 2017-18 Programme, which closed at the end of July, reflected an increase on participation in 2016-17. This included an increase in the number of learners successfully completing accredited learning resulting in the service claiming the full funding allocated by the Education and Skills Funding Agency for the first time in recent years. It is early to comment on the success of the Programme for Autumn term 2018 but participation is currently higher than at the equivalent time last year.

Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
L281	Number of individual clients attending Youthline sessions (Quarterly) (cumulative)	195	297 (ytd)	N/A	-

## Strong, safe, supportive and self-reliant communities







Action	Due Date	Status	Comments
<b>6.4 Safeguarding structures to safeguard children and vulnerable adults are well-established</b>			
6.4.03 Provide access to Advocacy Services for children receiving support through Children's Social Care to enable them to have their views heard. (E)	31/03/2019		No of YP who have used the advocacy service in Q2 No of children/yp - 36 No of families - 27 No of on-going cases (per family) - 15 No of new referrals received Q1 (per family) – 12 Independent Advocacy continues to be offered to support young people to have their voices heard. It is available for young people involved in child protection, for children looked after, care leavers and young people who wish to make a complaint.
6.4.05 Implement the Pay and Workforce Strategy specifically in relation to the recruitment and retention of children's social workers and teachers	31/03/2019		Teachers: A total of 18 appointments commenced in September 2018 following the NQT pool. There are currently four schools where interim head teacher arrangements are in place.  Social workers: There was one social worker leaving during the period
<b>6.5 Early assessment is in pace to identify children and young people with additional needs and provide early help</b>			
6.5.01 Further develop the effective transition between Early Help and specialist services by improving the step up/step down to/from statutory services.	31/03/2019		An Early Help worker has aided the effectiveness of step down from MASH, increasing the number of step downs this quarter. This included 25 step downs to triage. We are pleased that step ups remain low.


Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
NI062	Stability of placements of looked after children in terms of the number of placements (Quarterly) <b>NB: The number of children looked after at the end of the quarter that had 3 or more separate placements during the reporting year ie 01/04 – 31/03 in any given year.</b>	0.7%	10.6%	10%	
NI063	Stability of placements of looked after children - length of placement (Quarterly) <b>NB: The number of looked after children who were (i) aged under 16 and (ii) looked after continuously for at least 2.5 years, who were in</b>	55.8%	65.4%	60%	

Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
	<i>the same placement for at least 2 years at the end of the quarter</i>				
L092	Number of children on protection plans (Quarterly)	105	109	104	
L161	Number of looked after children (Quarterly)	144	151	125	
L202	Number of families turned around through Family Focus Project (Quarterly)	15 (Phase 2 total - 192 families)	19 (Phase 2 total - 211 families)	400 families over a 5 year period	-
L203	Number of Referrals to Early Intervention Hub (Quarterly)	137	127	Maintain current levels (annual target)	-
L204	Total number of CAFs and Family CAFs undertaken (Quarterly)	35	36	10% decrease (Annual target)	-
L242	Number of cases that step up to Children's Social Care (Quarterly)	2	1	N/A	-
L243	Number of cases that step down from Children's Social to Early Intervention Hub (Quarterly)	60	75	N/A	-
L287	Number of children in need supported under Section 17 of the Children Act (Quarterly)	728	591	650	
L288	Number of foster carers recruited to meet need (Quarterly)	5	11	20 (Annual)	
L289	Average caseload per children's social worker (Quarterly)	16.7	14.9	16.0	
L290	Rate of referral to children's social care (Quarterly)	202.5	168.8	-	-
L346	Average caseload for Family Safeguarding Model (Quarterly)	Data not yet available	15.6	13	



## Section 3: Operational Priorities

Action	Due Date	Status	Comments
<b>7.5 Children , Young People &amp; Learning</b>			
7.5.01 Use monthly budget monitoring reports to identify and address any emerging overspends promptly.	31/03/2019		Monthly meetings are in place to monitor key budgets with budget holders.
7.5.02 Support children and young people with English as an additional language in schools. (E)	31/03/2019		The range of challenges experienced by new arrivals at Key Stage 1 and Key Stage 2 has led to a revision of advisory resources and strategies shared with schools. There have been 16 assessments over this period for newly arrived EAL pupils. Each assessment produced a bespoke report which was shared with relevant schools within 5 working days of the assessment. Schools supported during this period have been Ascot Heath Infants, Ascot Heath Juniors, Warfield Primary, Crowthorne C of E and The Pines. Secondary provision is focused on GCSE students in Sandhurst, EPCS and Garth Hill. Results for 5 IGCSE students were as expected where they all secured a grade 5 (the highest grade for the Core paper).
7.5.03 Work with partners to maintain the provision of English for Speakers of Other Languages (ESOL) classes. (E)	31/03/2019		The Service continues to offer two English Café sessions per week for those with more limited English or those who only want to practice their skills as well as weekly courses leading to formal qualifications. In 2017-18 85 learners took part in the English Café sessions of which 27 subsequently took part in more formal sessions leading to qualifications.
7.5.04 Provide training for organisations to work with children with disabilities to facilitate their inclusion within their activities. (E)	31/03/2019		During last year's Q4 and this year's Q1 a review of contact and delivery in respect of the training for children to access Short Breaks has taken place and concluded. Q2 has seen positive implementation of the changes, the service remains child and family focused, whilst delivering more efficiently. Routine training days are set for Q3.

Ind Ref	Short Description	Previous Figure	Current figure	Current Target	Current Status
L301	Percentage of Education, Health and Care Plans issued within 20 weeks (including those with exceptions) (Quarterly)	78.4%	89.6%	100%	

## Section 4: Staff Sickness

Section	Total staff	Number of days sickness	Quarter 2 average per employee	2018/19 annual average per employee
Director	3	0	0	0
Learning & Achievement (including Education Library Service)	82	34.5	0.42	2.04
Children's Social Care	138	90.5	0.66	4.27
Strategy, Resources & Early Intervention	109	185.5	1.7	8.04
<b>Department Totals (Q2)</b>	<b>332</b>	<b>310.5</b>	<b>0.94</b>	
<b>Totals (18/19)</b>	<b>332</b>	<b>816.5</b>		<b>4.9</b>

Comparator data	All employees, average days sickness absence per employee
Bracknell Forest Council 17/18	7.03 days
Public Sector employers 2017	8.50 days

Source CIPD: Health & Wellbeing Survey May 2018

Comments:

207 days were attributed to Long Term Sickness. There were 5 members of staff on long term sick during the quarter; 4 of which have now returned to work. The one remaining is within the Youth Service.

The average excluding Long Term Sickness for the quarter is 0.31 days per employee.

# Annex A: Financial information

Annex B1

## Summary Revenue Budget Breakdown

### PEOPLE DIRECTORATE: CHILDREN, YOUNG PEOPLE AND LEARNING - AUGUST 2018

	Original Cash Budget	Virements & Budget C/Fwds	Current Approved Budget	Spend to date %	Variance Over/(Under) Spend	Variance This Period
	£000	£000	£000	%	£000	£000
<b>CHILDREN, YOUNG PEOPLE AND LEARNING DEPARTMENT</b>						
<b>Director</b>						
Departmental Management Team	292	6 <sup>a</sup>	298	82%	96	51 <sup>1</sup>
	<b>292</b>	<b>6</b>	<b>298</b>	<b>82%</b>	<b>96</b>	<b>51</b>
<b>CO - Learning and Achievement</b>						
School Improvement, Music and Governor Services	393	9 <sup>a, b</sup>	402	13%	55	0
Advice for 13-19 year olds	421	1 <sup>a</sup>	422	58%	0	0
Adult Education	-78	5 <sup>a</sup>	-73	63%	0	0
Education Psychology and SEN Team	755	8 <sup>a</sup>	763	22%	0	0
Education Welfare and Support	259	3 <sup>a</sup>	262	32%	0	0
	<b>1,750</b>	<b>26</b>	<b>1,776</b>	<b>28%</b>	<b>55</b>	<b>0</b>
<b>CO - Children &amp; Families: Social Care</b>						
Children's Services & Commissioning	3,445	32 <sup>a</sup>	3,477	43%	-38	43 <sup>3</sup>
Family Safeguarding Project	0	0	0	0%	0	0
Children Looked After	6,285	68 <sup>a, b</sup>	6,353	48%	1,603	447 <sup>1, 2</sup>
Family Support Services	895	1 <sup>a, b</sup>	896	35%	-6	-10
Youth Justice	712	4 <sup>a, b</sup>	716	50%	0	0
Other children's and family services	1,148	-82 <sup>a, b</sup>	1,066	44%	74	69 <sup>3</sup>
Asylum Seeker Dispersal Scheme	17	0	17	-36%	0	0
Management and Support Services	74	0	74	4%	0	0
	<b>12,576</b>	<b>23</b>	<b>12,599</b>	<b>40%</b>	<b>1,633</b>	<b>549</b>
<b>CO - Strategy, Resources and Early Help</b>						
Early Years, Childcare and Play	1,112	8 <sup>a, b</sup>	1,120	47%	93	58 <sup>1, 4</sup>
Youth Service	560	2 <sup>a, b</sup>	562	40%	4	0
Performance and Governance	941	-173 <sup>a, b</sup>	768	35%	39	39 <sup>4</sup>
Finance Team	33	-14 <sup>a</sup>	19	10%	0	0
Human Resources Team	37	-9 <sup>a</sup>	28	-140%	0	0
Education Capital and Property	284	4 <sup>a</sup>	288	27%	0	0
Information Technology Team	13	-13 <sup>a</sup>	0	0%	0	0
Extended services and support to families	514	4 <sup>a, b</sup>	518	13%	0	0
School related expenditure	-181	0	-181	29%	0	0
Office Services	186	-32 <sup>b</sup>	154	0%	-76	-11 <sup>4</sup>
	<b>3,499</b>	<b>-223</b>	<b>3,276</b>	<b>33%</b>	<b>60</b>	<b>86</b>
Education related statutory and regulatory duties	-512	0	-512	0%	0	0
<b>TOTAL CYP&amp;L DEPARTMENT CASH BUDGET</b>	<b>17,605</b>	<b>-168</b>	<b>17,437</b>	<b>39%</b>	<b>1,844</b>	<b>686</b>
<b>TOTAL RECHARGES &amp; ACCOUNTING ADJUSTMENTS</b>	<b>12,307</b>	<b>0</b>	<b>12,307</b>	<b>0%</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL CYP&amp;L DEPARTMENT</b>	<b>29,912</b>	<b>-168</b>	<b>29,744</b>	<b>23%</b>	<b>1,844</b>	<b>686</b>
<b>Memorandum items:</b>						
Devolved Staffing Budget			11,920		69	97

## PEOPLE DIRECTORATE: CHILDREN, YOUNG PEOPLE AND LEARNING - AUGUST 2018

	Original Cash Budget	Virements & Budget C/Fwds	Current Approved Budget	Spend to date %	Variance Over/(Under) Spend	Variance This Period
	£000	£000	£000	%	£000	£000
<b>Schools Budget - 100% grant funded</b>						
<b>Schools Block</b>						
<b>Delegated budgets:</b>						
Delegated Mainstream School Budgets	71,943	43	71,986	29%	0	0
School Grant income	-5,932	-43	-5,975	-11%	0	0
	66,011	0	66,011	33%	0	0
<b>LA managed items:</b>						
Retained de-delegated Budgets:	1,187	-2	1,185	15%	0	0
Combined Service Budgets:	405	0	405	48%	5	5
Statutory and Regulatory Duties	489	0	489	0%	0	0
Other Schools Block provisions and support services	838	0	838	37%	198	145
	2,919	-2	2,917	23%	203	150
<b>Sub total: Schools Block</b>	<b>68,930</b>	<b>-2</b>	<b>68,928</b>	<b>33%</b>	<b>203</b>	<b>150</b>
<b>High Needs Block</b>						
Delegated Special Schools Budgets	3,757	206	3,963	54%	32	-111
Post 16 SEN and other grants	-505	0	-505	0%	0	0
Maintained schools and academies	2,904	211	3,115	33%	266	-58
Non Maintained Special Schools and Colleges	5,698	-453	5,245	49%	-378	61
Education out of school	1,246	16	1,262	45%	63	58
Other SEN provisions and support services	1,599	99	1,698	35%	-101	-62
	14,699	79	14,778	34%	-118	-112
<b>Early Years Block</b>						
Free entitlement to early years education	6,840	-35	6,805	48%	-73	-38
Other Early Years provisions and support services	210	-1	209	-267%	-15	6
	7,050	-36	7,014	39%	-88	-32
<b>Dedicated Schools Grant</b>	<b>-90,285</b>	<b>-41</b>	<b>-90,326</b>	<b>34%</b>	<b>-58</b>	<b>-58</b>
<b>Draw down from New School Reserve</b>	<b>-394</b>	<b>0</b>	<b>-394</b>	<b>0%</b>	<b>0</b>	<b>0</b>
<b>TOTAL - Schools Budget</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>-61</b>	<b>-52</b>

## Children, Young People and Learning Virements and Budget Carry Forwards

Note	Total	Explanation
	<b>£'000</b>	
		<b><u>DEPARTMENTAL CASH BUDGET</u></b>
	-123	Total to last period.
		<b><u>Inter Departmental virement</u></b>
<b>a</b>	30	Funding allocations for increased contributions to the Local Government Pension Scheme have been allocated to services.
<b>b</b>	-68	Budgets for stationery, refreshments, mobile phones and postage have been centralised. Additionally for postage, £0.007m of savings have also been realised.
	<b>-161</b>	<b>Total</b>
		<b><u>DEPARTMENTAL NON-CASH BUDGET</u></b>
	0	Changes this period.
	<b>0</b>	<b>Total</b>
		<b><u>SCHOOLS BUDGET</u></b>
	0	Total to last period.
		<b><u>Virements</u></b>
<b>c</b>	0	There has been one net nil effect change to the budget. The Department for Education has recalculated the adjustment made to LA High Needs Block funding allocations to ensure the resident LA funds the cost of places taken up by their pupils in other LA specialist providers. The deduction for BFC has reduced by £0.164m, which will be balanced off by an equivalent increase in budget for non-maintained special schools.
	<b>0</b>	<b>Total</b>

## Children, Young People and Learning Main Budget Variances

Note	Reported variance	Explanation
	<b>£'000</b>	
	1,158	<p><b><u>DEPARTMENTAL BUDGET</u></b></p> <p>Total to last period.</p>
		<p><b><u>Transformation Programme</u></b></p>
1	92	<p>The current year budget includes the savings targets for the Transformation Programme in the value of £1.180m. As the programme has evolved and work progressed, to date, savings of £0.397m have been achieved with £0.783m still to be confirmed. Based on current expectations, not all the £0.783m of further savings are expected to be delivered this financial year, with £0.392m now expected to be achieved in 2019-20, £0.092m more than previously expected. Most of the change has occurred on the staffing re-organisation work streams that have slipped from the original timeline. 67% of savings are now expected to be achieved this year (was 75%).</p>
		<p><b><u>CO - Children's Social Care</u></b></p>
2	426	<p>Placement costs are forecast to over spend by £1.258m. The underlying expectation is that the budget will over spend as no provision has been made for any new placements in the budget forecast, as the strategy involves removing the costs of all known leavers, but not adding a provision for any new placements or in year changes in placements as the cost is not known when the budget is set based on December 2017 data. Subject to sufficient funds and agreement from CMT, the in-year over spending is funded at year end through an allocation from the Corporate Contingency.</p> <p>The budget setting exercise identified 121.1 FTE full year equivalent high cost placements. The current forecast shows an increase of 9.0 FTE to 130.1 FTE (+7.4%). There have also been some significant cost changes in respect of the cost of placements in residential care where numbers have remained relatively stable, but the average cost of support has increased by £0.035m (24%) to reflect current needs. There has also been a placement in a secure unit at a cost of £0.183m that was not anticipated in the budget. There have also been a number of other changes, with less significant financial impact. The changes to date have also had an impact on the average cost of placement which has risen from £39.7k to £45.6k (+15.1%). Under business as usual, CSC regularly review placements and will continue to work to achieve savings through active management of support arrangements, making reductions when it is safe to do so. There also remains the possibility of needing to make new placements during the year that will increase costs from the current forecasts.</p>

Note	Reported variance	Explanation
3	£'000 128	<p>There are 4 main variances this period: with additional adoptions agreed, there will be a further £0.035m expenditure on associated allowance payments; the devolved staffing budget is forecast to over spend by £0.017m as additional agency staff have needed to be recruited to fill vacancies and other staff absences; income from other agencies for use of Larchwood Short Break Unit is expected to be £0.019m below budget as fewer places are being taken; and the schedule of current commitments for full year equivalent Special Guardianship Order allowances shows an increase of 5.3 FTE clients compared to the number assumed in the budget to 51.0 FTE. This reflects current cases and increases costs by £0.049m.</p> <p><b><u>CO - Strategy, Resources and Early Help</u></b></p>
4	40	<p>There are 3 main variances this period: a £0.028m increase in expenditure has occurred in respect of independent complaints investigations which have increased in numbers and complexity; a number of relatively high cost maintenance works have been required at Children's Centres at an additional cost of £0.012m; and there will be around £0.011m saving on general office expenses.</p>
	<b>1,844</b>	<b>Grand Total Departmental Budget</b>
		<b><u>DEPARTMENTAL NON-CASH BUDGET</u></b>
	<b>0</b>	Total reported to last period.
	<b>0</b>	<b>Grand Total Departmental Non-Cash Budget</b>
		<b><u>SCHOOLS BUDGET</u></b>
		<p>The Schools Budget is a ring fenced account, fully funded by external grants, the most significant of which is the Dedicated Schools Grant (DSG). 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.</p>
	-9	Total to last period.
		<b><u>Schools Block</u></b>
5	150	<p>A review of the calculation of anticipated growth allowance payments to schools experiencing significant in-year increases in pupil numbers has identified an error. Previous calculations had been based on out of date information. The amended forecast increases costs by £0.154m.</p>

Note	Reported variance	Explanation
	£'000	
6	-112	<p><b><u>High Needs Block</u></b></p> <p>The significant SEN placement costs are charged to this part of the accounts. The forecast placement costs have been calculated from costed student lists, with a provision for future cost increases that are not yet known, but considered likely from previous trends on what is a volatile, high cost budget area. Whilst the significant majority of summer term costs are known, new academic year costs are more volatile with a number of providers still to confirm placements and prices meaning there are still a number of estimates within the projections that could change.</p> <p>The main variances being reported at this stage, which are subject to change, relate to:</p> <ul style="list-style-type: none"> <li>• £0.111m reduction in top-up payments to Kennel Lane Special School which reflects a higher number of new term leavers than previously expected.</li> <li>• £0.058m reduction in top-up payments to BF schools (maintained and academies).</li> <li>• £0.061m increase in spending for external placements with PVI sector providers and colleges.</li> <li>• £0.058m increase in forecast spending on alternative education provision where a number of primary aged pupils have required additional support out of a school setting and additional hours of home tuition have been required</li> <li>• £0.062m saving on the range of support services, in particular, the deferred Early Years assessment pilot scheme (£0.035m) and various staff vacancies (£0.039m).</li> </ul>
7	-32	<p><b><u>Early Years Block</u></b></p> <p>Costs of the free entitlement to early years childcare for the summer term have been recalculated, based on updated census data and this shows a further forecast under spending of £0.038m. Further changes in forecasts are expected once the autumn and spring term data is available and validated. Additionally, there have been some relatively minor cost increases in translation services and other support being made available to early years providers.</p>
8	-58	<p><b><u>Dedicated Schools Grant</u></b></p> <p>The DfE recalculates Early Years DSG funding for delivering the free entitlement to childcare and early education following receipt of the January 2018 census data. The validation process takes until June and final adjustments are therefore confirmed after the relevant accounts are closed. The 2017-18 adjustment will be a £0.072m, compare to an estimated claw-back of £0.130m, resulting in a £0.058m underspend in the 2018-19 accounts.</p>
	<b>-61</b>	<b>Grand Total Schools Budget</b>



## Summary Capital Budget Breakdown

## CAPITAL MONITORING 2018/19

Dept: People

Children, Young People and Learning

As at 31 August 2018

Cost Centre Description	Approved Budget 2018/19 £000's	Cash Budget 2018/19 £000's	Expenditure to Date £000's	Carry Forward 2018/19 £000's	(Under) / Over Spend £000's	Next Target / Explanatory Note	Current status of the project / notes
<b>SCHOOL PROJECTS</b>							
Amen Corner Primary (South)	50.0	50.0	0.0	0.0	0.0	School/housing programmes match	Developer has outline planning permission for school, negotiating S106
Ascot Heath Schools Relocation	194.8	194.8	0.0	0.0	0.0	Possible Developer Construct Scheme	Planning application being considered
College Town Amalgamation	561.2	561.2	85.5	0.0	0.0	Feasibility report completed	Feasibility report completed. Amalgamation project going ahead in 2018/19
Crown Wood Primary	99.4	99.4	10.0	0.0	0.0	Completed	Completed. Extension of Time claim from Balfour Beatty is going through adjudication
Great Hollands Primary	225.7	225.7	60.5	0.0	0.0	On site	Completed
Jennett's Park CE Primary	2.8	2.8	2.8	0.0	0.0	Additional Classroom in September 2018	Final installment of furniture & equipment being provided in summer 2018
King's Academy Oakwood	388.7	388.7	0.0	0.0	0.0	Design completed	Design completed
Meadow Vale Primary	126.0	126.0	10.8	0.0	0.0	Completed	Completed. Extension of Time claim outstanding but adjudication found in favour of BFC
Owlsmoor Primary	11.8	11.8	0.2	0.0	0.0	Completed	Completed
Pines (The) Primary	365.9	365.9	107.6	0.0	0.0	Phase 2 completed	Phase 1 completed, Phase 2 in mobilising for Sep-18 completion
TRL Primary	50.0	50.0	3.3	0.0	0.0	Design Completed	In design for Sep-22 opening, subject to planning
Warfield East Primary	50.0	50.0	0.0	0.0	0.0	School/housing programmes match	Developers in negotiation with planners over draft S106 provisions
Warfield West Primary	121.4	121.4	0.0	0.0	0.0	Completed	Completed
Wooden Hill Primary	21.4	21.4	1.2	0.0	0.0	Project on hold	Surge classroom on hold, not required for Sep-17, will review for Sep-18
<b>Primary</b>	<b>2,269.1</b>	<b>2,269.1</b>	<b>281.9</b>	<b>0.0</b>	<b>0.0</b>		
Easthampstead Park	308.7	308.7	143.5	0.0	0.0	Complete refurbishment	Refurbishment in phases in 2017/18 and 2018/19
Garth Hill College	61.6	61.6	0.0	0.0	0.0	Completed	Completed
Sandhurst Redevelopment	395.9	395.9	80.5	0.0	0.0	Masterplan completed	Refurbishment in phases in 2017/18 and 2018/19
<b>Secondary</b>	<b>766.2</b>	<b>766.2</b>	<b>224.0</b>	<b>0.0</b>	<b>0.0</b>		
Binfield Learning Village	7,905.7	7,905.7	3,042.0	0.0	0.0	On site	On site and on programme for opening in Sep-18 (secondary) and Sep-19 (primary)
<b>Village</b>	<b>7,905.7</b>	<b>7,905.7</b>	<b>3,042.0</b>	<b>0.0</b>	<b>0.0</b>		
Basic Need Grant for Allocation	8,691.3	80.2	80.2	8,611.1	0.0	Unallocated grant	Unallocated grant to be c/f to fund future years' projects
Holly Spring Infants Self Managed Capital	59.4	59.4	0.0	0.0	0.0	Completed	School managed project
Holly Spring Juniors Self Managed Capital	59.4	59.4	0.0	0.0	0.0	Completed	School managed project
Devolved Capital and other funds held by schools	701.9	451.5	32.7	250.4	0.0	On-going	In progress
Section 106 Developer Contributions	250.0	0.0	0.0	250.0	0.0	To be allocated to projects	Allocated to projects
<b>Other Schools Related Capital</b>	<b>9,643.2</b>	<b>531.7</b>	<b>112.9</b>	<b>9,111.5</b>	<b>0.0</b>		
<b>SCHOOL PROJECTS</b>	<b>20,584.2</b>	<b>11,472.7</b>	<b>3,660.8</b>	<b>9,111.5</b>	<b>0.0</b>		

Percentages

31.9%

0.0%

**CAPITAL MONITORING 2018/19**

Dept: People

Children, Young People and Learning

As at 31 August 2018

Cost Centre Description	Approved Budget 2018/19 £000's	Cash Budget 2018/19 £000's	Expenditure to Date £000's	Carry Forward 2018/19 £000's	(Under) / Over Spend £000's	Next Target / Explanatory Note	Current status of the project / notes
<b>CAPITAL MAINTENANCE / CONDITION</b>							
<b>Planned works</b>	1,969.4	1,776.3	406.3	193.1	0.0	In progress.	Forecast c/f is largely committed.
<b>ROLLING PROGRAMME</b>	1,969.4	1,776.3	406.3	193.1	0.0		

Percentages 22.9% 0.0%

<b>OTHER PROJECTS</b>							
Integrated Children's Services	5.4	0.0	0.0	5.4	0.0	Go live Sep-16	Go live date met. Reporting module postponed.
CP-IS Project	58.0	45.0	0.0	13.0	0.0	Mar-18	In progress
Capita One (EMS) Upgrade	0.8	0.0	0.0	0.8	0.0	Mar-18	Solus upgrade completed. Remaining project elements deferred.
<b>ICT projects</b>	<b>64.2</b>	<b>45.0</b>	<b>0.0</b>	<b>19.2</b>	<b>0.0</b>		
Braccan Walk Youth Centre	3.8	3.8	3.8	0.0	0.0		
<b>Youth Facilities</b>	<b>101.8</b>	<b>101.8</b>	<b>3.8</b>	<b>0.0</b>	<b>0.0</b>	Mar-17	Planning for modernisation and ongoing restructuring of the Youth Service.
Sandhurst Nursery Relocation	250.0	220.0	1.9	30.0	0.0		
Multi Agency Safeguarding Hub	4.3	0.0	0.0	4.3	0.0	Complete	ICT and accommodation fully delivered.
Places for 2 year olds	33.3	32.6	32.6	0.7	0.0	Mar-18	Portal delivered. Project for remainder of works in planning stage.
Priestwood Guide Centre	53.9	46.8	46.8	7.1	0.0	In progress	Works in train. Toilets/cloakroom complete. Roofing works in train.
Additional 30 Hours - 3-4 Year Olds	14.1	14.1	-1.4	0.0	0.0	Completed	Awaiting final certification to sign off.
<b>Other</b>	<b>355.6</b>	<b>313.5</b>	<b>79.9</b>	<b>42.1</b>	<b>0.0</b>		
<b>OTHER PROJECTS</b>	<b>521.6</b>	<b>460.3</b>	<b>83.7</b>	<b>61.3</b>	<b>0.0</b>		

Percentages 18.2% 0.0%

<b>TOTAL CAPITAL PROGRAMME</b>	<b>23,075.2</b>	<b>13,709.3</b>	<b>4,150.8</b>	<b>9,365.9</b>	<b>0.0</b>		
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Percentages 30.3% 0.0%

## Annex B: Annual indicators not reported this quarter

Ind. Ref.	Short Description	Quarter due
<b>3. People have the life skills and education opportunities they need to thrive</b>		
NI073	Achievement at the expected standard or above in reading, writing, GPS and mathematics (KS2)	Q3
NI102.1	Attainment gap between disadvantaged pupils and their peers at KS2 (Annual) (% reaching the expected standard in RWM)	Q3
NI102.2	Attainment gap between disadvantaged pupils and their peers at KS4 (Annual) (Gap relates to Attainment 8 points, where 10 points represents a whole grade.)	Q3
L153	Percentage of children looked after (as at 31st March) reaching level 4 in Reading at Key Stage 2	Q3
L154	Percentage of children looked after (as at 31st March) reaching level 4 in Maths at Key Stage 2	Q3
L155	Percentage of children looked after achieving 5 A(star)-C GCSEs (or equivalent) at Key Stage 4 (including English and Maths)	Q3
L190	Percentage of children looked after (as at 31st March) reaching level 4 in Writing at Key Stage 2	Q3
L195	Percentage of children who achieve or exceed levels of attainment at the end of the Foundation Stage as measured by the EYFSP in all of the Early Learning Goals for Communication and Language, Physical Development, Personal Social and Emotional development, Literacy and Mathematics	Q3
L328	Progress measure for reading at the end of KS2 (Annual)	Q3
L329	Progress measure for writing at the end of KS2 (Annual)	Q3
L330	Progress measure for mathematics at the end of KS2 (Annual)	Q3
L331	Attainment 8 score (KS4) (Annual)	Q3
L332	Progress 8 score (KS4) (Annual)	Q3
L333	Transfer of Statements of Special Educational Needs to Education Health Care Plans (Annual)	Q4
L349	Overall rate of permanent exclusions from all secondary schools (Annual)	Q4
L350	Overall rate of permanent exclusions from all primary schools (Annually)	Q4
L351	Rate of fixed period exclusions from all secondary schools (Annually)	Q4
L352	Rate of fixed period exclusions from all primary schools (Annual)	Q4
<b>4. People live active and healthy lifestyles</b>		
L283	Number of adult learners (over 19s) who have taken part in community learning over the previous academic year	Q4

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## CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW & SCRUTINY PANEL

### EXECUTIVE WORK PROGRAMME

<b>REFERENCE:</b>	I077872
<b>TITLE:</b>	Amalgamation of Ascot Heath Infant and CE Junior Schools
<b>PURPOSE OF REPORT:</b>	To receive the outcomes of the period of representation and decide on the proposal to amalgamate Ascot Heath Infant and Ascot Heath CE Junior Schools into a new Primary School with effect from 1 September 2019.
<b>DECISION MAKER:</b>	Executive Member for Children, Young People & Learning
<b>DECISION DATE:</b>	2 Jan 2019
<b>FINANCIAL IMPACT:</b>	In the long term savings are envisaged.
<b>CONSULTEES:</b>	Parents, children, staff, governors and the wider community
<b>CONSULTATION METHOD:</b>	A 4 week period of 'representation' (formal consultation) will have been undertaken.

<b>REFERENCE:</b>	I079359
<b>TITLE:</b>	2019-20 Schools Budget
<b>PURPOSE OF REPORT:</b>	The purpose of this report is to seek agreement to setting the 2019-20 Schools Budget and other associated matters
<b>DECISION MAKER:</b>	Executive Member for Children, Young People & Learning
<b>DECISION DATE:</b>	18 Jan 2019
<b>FINANCIAL IMPACT:</b>	Within existing resources
<b>CONSULTEES:</b>	Governing bodies, the Schools Forum, People Departmental Management Team
<b>CONSULTATION METHOD:</b>	Consultation documents, written reports

<b>REFERENCE:</b>	I077934
<b>TITLE:</b>	Amalgamation of Holly Spring Infant and Junior Schools
<b>PURPOSE OF REPORT:</b>	To receive the outcomes of the period of representation and decide on the proposal to amalgamate Holly Spring Infant and Junior Schools into a new Primary School with effect from 1 September 2019.
<b>DECISION MAKER:</b>	Executive Member for Children, Young People & Learning
<b>DECISION DATE:</b>	25 Jan 2019
<b>FINANCIAL IMPACT:</b>	In the long term savings are envisaged.
<b>CONSULTEES:</b>	Parents, children, staff, governors and the wider community
<b>CONSULTATION METHOD:</b>	A 4 week period of 'representation' (formal consultation) will have been undertaken.

<b>REFERENCE:</b>	I078434
<b>TITLE:</b>	School Admission Arrangements 2020/21
<b>PURPOSE OF REPORT:</b>	For the Executive Member to agree the admission arrangements for 2020/21 for community and voluntary controlled primary and secondary schools – will include consultation on including children of staff at the school as a criterion.
<b>DECISION MAKER:</b>	Executive Member for Children, Young People & Learning
<b>DECISION DATE:</b>	19 Feb 2019
<b>FINANCIAL IMPACT:</b>	Within existing budget.
<b>CONSULTEES:</b>	Neighbouring Local Authorities Headteachers Governors Parents Diocese Other Admission Authorities
<b>CONSULTATION METHOD:</b>	In writing to the consultees

<b>REFERENCE:</b>	I081403
<b>TITLE:</b>	2018-19 Budget Virements
<b>PURPOSE OF REPORT:</b>	The purpose of this report is to seek agreement to a range of budget virements, as required under the Council's Financial Regulations.
<b>DECISION MAKER:</b>	Executive Member for Children, Young People & Learning
<b>DECISION DATE:</b>	21 Mar 2019
<b>FINANCIAL IMPACT:</b>	Within existing resources
<b>CONSULTEES:</b>	People Directorate Departmental Management Team
<b>CONSULTATION METHOD:</b>	Written reports

<b>REFERENCE:</b>	I081404
<b>TITLE:</b>	Proposals for the 2019-20 High Needs and Early Years Block Elements of the Schools Budget
<b>PURPOSE OF REPORT:</b>	To agree the 2019-20 High Needs and Early Years Block Elements of the Schools Budget, including the operation of the Early Years Funding Formula for providers and associated units of resource.
<b>DECISION MAKER:</b>	Executive Member for Children, Young People & Learning
<b>DECISION DATE:</b>	21 Mar 2019
<b>FINANCIAL IMPACT:</b>	Within anticipated resources
<b>CONSULTEES:</b>	People Directorate Departmental Management Team and Schools Forum
<b>CONSULTATION METHOD:</b>	Formal consultation

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## **Report of the School Improvement Accountability Board**

**22 November 2018**

### **1) Governor Services Action Plan**

Rachel Morgan shared an updated version of the Governor Action Plan with members which addressed the recommendations in Maggi Bull's report following her audit into governor services in Bracknell Forest. The Action Plan would run from September 2018-December 2019.

### **2) Data overview**

Members discussed the Local Authority Dashboard produced by Mime 'making information matter' which was collated for the Education and Learning Team to enable accessible presentation of school data. Information contained in the document was drawn from publicly available Department of Education (DfE) data and included all schools, except Kings Academy. It was agreed it would be useful to look at this document each time there was a change.

### **3) 'Can Do' support services for schools**

Members received an update about School Support Services in Bracknell Forest. Children's Services and Development Services were both involved in preparing over 40 Service Level Agreements which varied from building maintenance to school improvement. The objective of the 'umbrella' of SLAs was to offer high quality services and maximise outcomes. The SLAs were a new approach to offering services and costings, branding and modern ways of purchasing packages had all been explored through the Transformation workstreams.

### **4) Report of the School Improvement Team**

Rachel Morgan circulated two handouts outlining primary and secondary schools causing concern in the Borough. Members agreed the handouts were simple to understand and requested this template be updated and provided at future meetings.

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