



NOTICE OF MEETING

**Children's Services and Learning Overview and Scrutiny Panel
Wednesday 10 June 2009, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House, Bracknell**

To: CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL

Councillors Mrs Beadsley, Mrs Birch, Dudley, Kensall, Mrs McCracken, Osborne, Mrs Ryder, Simonds and Ms Whitbread

Church Representatives (Voting in respect of Education matters only)

Mr G S Anderson and 1 vacancy

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

Dr P Josephs-Franks and 1 vacancy

Teachers' Representatives (Non-Voting)

Miss V Richardson and 1 vacancy

Social Care Representative (Non-Voting)

1 vacancy

cc: Substitute Members of the Panel

Councillors Beadsley, Edger, Mrs Fleming, Harrison, Leake, Mrs Shillcock and Virgo

ALISON SANDERS
Director of Corporate Services

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**Children's Services and Learning Overview and Scrutiny Panel
Wednesday 10 June 2009, 7.30 pm
Council Chamber, Fourth Floor, Easthampstead House,
Bracknell**

AGENDA

Page No

1. **ELECTION OF CHAIRMAN**

2. **APPOINTMENT OF VICE CHAIRMAN**

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

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

4. **MINUTES AND MATTERS ARISING**

To receive for information the minutes of the meeting of the former Social Care and Learning Overview and Scrutiny Panel held on 25 March 2009.

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Arising from the minutes, a presentation in respect of young people not in education, employment or training will be given by Janet Hughes, the Berkshire Connexions Manager.

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

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

6. **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.

PERFORMANCE MONITORING

7. **PERFORMANCE MONITORING REPORT**

To consider the latest trends, priorities and pressures in terms of departmental performance as reported in the Performance Monitoring Reports for the fourth quarter of 2008/09 relating to Children's Social Care and Learning.

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Please bring the previously circulated Performance Monitoring Report to the meeting. Copies are available on request and attached to this agenda if viewed online.

8. **STATUTORY ANNUAL REPORT FOR CHILDREN'S SOCIAL CARE COMPLAINTS 2008/09**
The Statutory Annual Report for Children's Social Care Complaints 2008/09 is attached for the Panel's consideration. 81 - 92

9. **ADOPTION SERVICE INSPECTION REPORT AND ACTION PLAN 2009**
To consider the Adoption Service Ofsted Inspection Report and response to the resulting Action Plan. 93 - 112

OVERVIEW AND POLICY DEVELOPMENT

10. **REPORT OF THE DEPARTMENTAL REVIEW OF TRANSPORT POLICY**
To receive a presentation in respect of Education Transport Policy.
11. **UPDATE ON WORKING GROUP**
A written update relating to the Panel's Working Group in respect of 14-19 Years Education Provision is attached for information. 113 - 118
12. **WORK PROGRAMME FOR THE 2009/10 MUNICIPAL YEAR**
To consider the indicative work programme and meeting venues for the Children's Services and Learning Overview and Scrutiny Panel for 2009/10. 119 - 126
13. **OVERVIEW AND SCRUTINY QUARTERLY PROGRESS REPORT**
To note the Quarterly Progress Report of the Assistant Chief Executive. 127 - 136

HOLDING THE EXECUTIVE TO ACCOUNT

14. **EXECUTIVE FORWARD PLAN**
To consider forthcoming items on the Executive Forward Plan relating to Children's Services and Learning. 137 - 138

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**SOCIAL CARE & LEARNING OVERVIEW &
SCRUTINY PANEL
25 MARCH 2009
7.30 - 9.55 PM**



Present:

Councillors Mrs Birch (Chairman), Mrs Angell, Mrs Barnard, Mrs Beadsley, Dudley, Harrison and Osborne

Miss V Richardson, Teachers' Representative

Apologies for absence were received from:

Councillors Ms Whitbread, Kensall, Mrs McCracken, Mrs Ryder, Turrell and Ms Wilson

Mr G S Anderson, Church Representative

Dr P Josephs-Franks, Parent Governor Representative

Mr I Sharland, Parent Governor Representative

Also Present:

Richard Beaumont, Head of Overview & Scrutiny

Andrea Carr, Policy Officer (Scrutiny)

Lesley Heale, Director of Social Care & Learning

David Jones, Senior Lifelong Learning Officer

Katharine Simpson, Democratic Services Officer

David Watkins, Chief Officer: Performance & Resources

Bob Welch, Chief Advisor: Learning & Achievement

53. Apologies for Absence/Substitute Members

The Panel noted the attendance of the following substitute member:

Councillor Harrison for Councillor Turrell.

54. Minutes and Matters Arising

RESOLVED that the minutes of the meetings of the Panel held on 17 December 2008 and 17 March 2009 be approved as correct records and signed by the Chairman.

Matters Arising

Social Care and Learning Overview and Scrutiny Panel Meeting 17 March 2009:
Minute 52

The Director of Social Care and Learning clarified the purpose of Contact Point to the Panel. Contact Point was an electronic database that had been developed following the Climbié enquiry. The database contained details of every child in the country and provided appropriately accredited professionals and voluntary sector workers who had concerns about a child with information about which authorities and professionals had come into contact with the child.

The information contained on the database was covered by the Data Protection Act and safeguards were in place to prevent unauthorised access to data.

55. Declarations of Interest and Party Whip

Councillor Mrs Birch declared a personal interest as her spouse was the Executive Portfolio Holder for Adult Services, Health and Housing.
Councillor Mrs Barnard declared a personal interest as her spouse was the Executive Portfolio Holder for Children and Young People.

There were no indications that members would be participating whilst under the party whip.

56. Urgent Items of Business

There were no urgent items of business.

57. Performance Monitoring Report

The Director of Social Care and Learning presented the Performance Monitoring Report (PMR) for the Social Care and Learning Department.

Key highlights for the Department during the third quarter of 2008/09 included: the results of the external inspections of Adult Services which received a three star outstanding rating (the highest rating possible) and Children's Services which received a three star good rating, the development of commissioning strategies for sensory needs and people with dementia, the successful Ofsted inspection of College Hall Pupil Referral Unit and the appointment of 15 family support advisors to work in 22 of the Borough's schools.

Through proactive management of services and preventative work, there was a forecast underspend of £450,000 in the revenue budget.

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

- The demand lead nature of the provision of educational placements for students with special educational needs meant that it was not always possible to accurately predict demand. Work to improve placement provision had resulted in fewer placements having to be made outside the Borough and a resulting underspend of £156,000 which would be used to compensate for overspends in previous years.
- Connexions had been asked to investigate possible causes of the increasing numbers of 16 to 18 year olds not in employment, education or training (NEET) and the detailed results of their findings would be circulated to the Panel. Connexions had been commissioned to provide some provision in Wokingham however one of their providers had concluded that the provision was being provided in the wrong place.
- The NEET cohort was a priority group for the Borough and a working group would be looking in detail at how performance in this area might be improved.
- Secondary schools continued to experience difficulty recruiting high quality specialist maths and science teachers and head teachers were working to address this particular area.

- There had been a decline in the number of Key Stage 4 modern foreign language courses as these were no longer compulsory. Detailed information was available from the Chief Officer: Learning and Achievement.
- Work to recruit an officer to manage the contracts for external placements of looked after children was ongoing. An internal candidate had been identified but training them to the standard that the specialised position required would take time.
- Work was taking place to align Council and partner organisations' data sets so that a detailed picture of needs in the Borough could be developed.
- Annex C Action 9.5: Provide advice and support to vulnerable people to help maintain them in their own homes would include those individuals and families of working age with disabilities and adults with mental health difficulties. The challenge for the Department was ensuring that information about the options available to people was disseminated thoroughly.

58. Presentation on the 'Grow Our Own' Project

David Jones, Senior Lifelong Learning Officer, gave a presentation and circulated information on the work of the Grow Our Own Project.

The Grow Our Own project was set up in 2005, as a partnership between Bracknell Forest Council and the Royal Borough of Windsor and Maidenhead, to provide employment support and training to local residents to enable them to gain new or better employment both as an immediate response to new jobs, or with a view to becoming job ready in the future. Grow Our Own was not a stand alone project rather it worked with other groups and agencies to identify where value could be added to existing services and what additional support, help or infrastructure was required to assist their clients to gain employment.

The Project was funded by a combination of funding from the South East England Development Agency (SEEDA) and both unitary authorities. The slow progress of the regeneration of Bracknell Forest had meant that it had not been possible to use Section 106 funding to match fund SEEDA's contribution; consequently the project had to date only been fully operational in Windsor and Maidenhead.

A bid for Section 106 funding, currently ring fenced for employment training and improving skills, was being prepared by the Lifelong Learning Team, for submission to the Executive and full Council for approval. If successful this would be used to match fund SEEDA's contribution and fully implement the project in Bracknell Forest from August 2009.

The Panel thanked David Jones for his presentation and wished the Lifelong Learning Team well with the project. It was agreed that an update would be given to the Panel once the project was up and running in Bracknell Forest.

59. Approach to Overview and Scrutiny of Bracknell Forest Partnership

The Panel considered a report detailing the proposed approach to overview and scrutiny of the Bracknell Forest Partnership. The Overview and Scrutiny Commission together with the Health and Environment, Culture and Communities Overview and Scrutiny Panels had also been invited to consider the proposed approach in the interests of uniformity.

The suggested approach served to implement the recommendations contained in the Overview and Scrutiny Report on the Local Area Agreement in 2008. Whilst the Council held the statutory lead for overview and scrutiny of partnerships, the partnership was particularly strong in Bracknell Forest and representatives of partner organisations would be involved in the process to ensure that a genuinely collaborative approach was developed, that the goodwill and co-operation of partners was secured and for the process to benefit from the wider sharing and application of knowledge and different perspectives.

The Panel were informed that the governance protocols of the Bracknell Forest Partnership stated that the Council would facilitate the scrutiny of the Partnership through its overview and scrutiny process and that this would include scrutiny of the membership of the Partnership and the way organisations and individuals were selected for representation.

The Panel endorsed the proposed approach to Overview and Scrutiny of the Bracknell Forest Partnership as set out in Annex 1 of the report.

60. Services for People with Learning Disabilities

The Panel received the outcome of the review of services for people with learning disabilities undertaken by a working group of the Panel.

The Panel were informed that since the working group's inception rapid changes in government policy in relation to modernising social care and the adoption of the Bracknell Forest 14-19 Years Education Plan during the past year had significantly overtaken the subject matter of the Working Group's review. However, the Working Group had identified a number of issues that remained relevant and it had been decided that rather than writing a full report a letter would be sent to the relevant Executive Members summarising these findings.

The Panel noted the contents of the letter and its appended summary relating to the review of services for people with learning disabilities and commended it to the Overview and Scrutiny Commission for adoption and sending formally to the relevant Executive Members.

The Chairman thanked the Working Group for their work.

61. Executive Response to the English as an Additional Language Report

The Panel noted the Executive Portfolio Holder for Education and Libraries' response to the review of the implications of English as an additional language in Bracknell Forest schools undertaken by a working group of the Panel.

The Panel thanked the Executive Member for his detailed response.

62. Update on Working Groups

The Panel received a report providing an update on the Panel's Working Groups and noted that the Panel had now completed all outstanding review work from the previous year's work programme.

14 -19 Year Education Plan

The working group was progressing well, with fortnightly meetings taking place. Meetings would be arranged with local employers and businesses to ascertain how they would work with the Council to help implement the 14 -19 Years Education Plan.

The Panel noted the report.

63. **Overview and Scrutiny Quarterly Progress Report**

The Panel considered a report outlining the activities of all the Council's Overview and Scrutiny Panels and the Commission over the past quarter and summarising significant national developments in overview and scrutiny and seeking agreement to the Panel's indicative work programme for 2009/10.

The Panel were informed that the implications that the Police and Justice Act 2006 and the Local Government and Public Involvement in Health Act 2007 would have on the Council's Overview and Scrutiny function were being examined.

Work to fill the two vacancies on the Panel for Social Care Representatives had been delayed and complicated by a number of factors. The matter would be pursued once the possible restructure of the Overview and Scrutiny Panels had been agreed.

The Panel:

- i. Noted the overview and scrutiny activity over the period November 2008 to January 2009.
- ii. Noted the national legislative developments in overview and scrutiny set out in section 3 of the report.
- iii. Endorsed the draft indicative work programme for the panel for the 2009/10 municipal year

64. **Executive Forward Plan**

The Panel noted the items on the Executive Forward Plan relating to the Social Care and Learning Department.

65. **Exclusion of the Public and Press**

RESOLVED that pursuant to section 100A of the Local Government Act 1972 and having regard to the public interest, members of the public and press be excluded from the meeting for the consideration of item 14 which involves the likely disclosure of exempt information under the following category of Schedule 12A of that Act:

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

66. **Update on the Re-roofing of The Pines School**

Following the exclusion of the public and press, the Panel considered a report outlining the issues that had arisen in connection with the re-roofing of The Pines School.

The Panel noted that the project management of the re-roofing of the school had not been sufficiently robust to prevent problems escalating and that steps had been taken to remedy this and prevent the situation reoccurring elsewhere.

The Panel supported the recommendations contained in the report and felt that, as the matter raised concerns about the robustness of the procurement process the Overview and Scrutiny Commission might be interested in reviewing it.

67. Parent Governor Panel Representation

The Chairman informed the Panel that Ian Sharland had resigned from his position of Parent Governor at Crown Wood Primary School and consequently was no longer eligible to sit on the Panel.

It was agreed that a letter would be set by the Chairman, on behalf of the Panel, to Ian Sharland thanking him for all his work for the Panel and that a replacement Parent Governor Representative be sought.

CHAIRMAN



Performance Monitoring Report

for

Social Care & Learning

Fourth Quarter 2008/09
January-March 2009

Portfolio holders:
Councillor Gareth Barnard
Councillor Dale Birch
Councillor Alan Kendall

Director: Lesley Heale

Version 1.3

Section One: Executive Summary

Introduction by the Director of Social Care & Learning

Adult Social Care has continued to consolidate progress made throughout the year which should result in the confirmation of an 'Excellent' judgement from the Care Quality Commission against the performance management framework. Performance arrangements for adults have now been confirmed.

Children's Services continue to respond to the Lord Laming Report issued in March 2009. Further changes will be made to the Local Safeguarding Children's Board and Children Trust Arrangements.

The department is waiting for further information on the performance arrangements against which services will be judged in 2008/9.

The departmental performance against budget has been challenging. There continues to be a demand-led underlying pressure in Adult Social Care with a year end overspend of £0.52K. We have achieved savings in the Child Placement Budget, however this continues to be a highly volatile area of spend.

Access and Inclusion

Needs Assessment for the Children and Young People's Plan

A significant amount of work has been undertaken on the needs analysis and early findings have been presented to the Children and Young Peoples Trust, who have also approved the process for the preparation of the next Children and Young People's Plan. This will be completed by the end of the next quarter.

Youth Services

Members of the Youth Forum, in association with other groups of young people, have been working on the development of the Hear By Right framework. In February, a presentation was made to the Children and Young People's Trust by a group of young people involved and it is planned that the same group will make a similar presentation to the Council in April.

The BAFTAs

BAFTAs - Next Generation event (Bracknell Forest Awards for Teenagers) took a slightly different format this year at the instigation of young people. More young people had an opportunity to attend and every project operated by the youth service was represented. The Mayor, Cllr. Bob Edger presented awards to over 120 young people, recognising their many achievements.

CAMHS

A revised specification for CAMHS (completed in partnership with the PCT and the local authorities of Slough and Windsor & Maidenhead) has been completed in advance of negotiations over a new contract with the provider. Locally, an updated CAMHS Strategy has been drafted for consideration during the next quarter by the Children and Young People's Trust.

Attendance

A significant reduction in the numbers of pupils of secondary age that are classed as persistent absentees has been recorded. Persistent absentees are those whose attendance falls below 80%. These pupils have been the focus of intensive work by schools and the Education Welfare Service and we anticipate further good progress.

Adult Social Care

Commissioning Strategies

Commissioning Strategies for Dementia and Sensory Needs were formally approved by Executive in March.

Home Care Modernisation

Home Care modernisation is complete

Inspections

CSCI Inspections of Community Response and Reablement and In House Home Support took place in this quarter with a Good (2 star) and Excellent (3 Star) rating respectively

Meetings with CSCI as part of the monitoring of Adult Social Care took place during this quarter, meetings were positive

Green machine

Launch of Green Machine took place.

Children's Social Care

Aiming High for Disabled Children Strategy

The Aiming High for Disabled Children Strategy was submitted to the DCSF in February and we have met the readiness criteria, which means funding will be released to improve the quantity and quality of short breaks in line with the Plan for the next 2 years.

Inspection results

The 3 yearly inspection of Adoption in March achieved an overall grade of 'satisfactory'.

The first inspection of Private Fostering in March achieved the grade of 'good'.

The second unannounced inspection of Larchwood Short Break Care Unit this year, received another 'outstanding' judgement

Looked After Children

The Pledge for Looked after Children and Care Leavers was approved by the Executive in March.

Carers

New and improved allowances for carers of looked after children and the rates of adoption, residence order and special guardianship allowances were implemented in January.

Adoption

At the end of March 2009, there were 3 looked after children with a plan for adoption. All of these children have been placed with prospective adopters but adoption orders have not yet been made. 3 children have had adoption orders granted during this quarter.

Safeguarding

At the end of March 2009, there were 44 children subject to a protection plan. 15 were registered under the category of Neglect, 9 under the category of Physical Abuse, 1 under the category of Sexual Abuse, 18 under the category of Emotional Abuse and 1 under the joint category of Emotional & Physical Abuse.

Safeguarding Toolkit

A 'Safeguarding Toolkit' was launched in February to support schools and other organisations to have good arrangements in place to safeguard children and young people.

Learning and Achievement

Ofsted Inspections

Three schools were inspected by Ofsted in January. College Town Infant school was identified as a good school, well led and managed and focussed on children's welfare and education. Warfield CE primary school was also inspected and was identified as a good school with some outstanding features. Edgbarrow secondary school was rated as an outstanding school providing an excellent environment for learning. Three schools were inspected in February, The Brakenhale secondary school was graded as a satisfactory school with good capacity to improve further and an effective sixth form. Sandhurst secondary school was described as a satisfactory and improving school with particular strengths in promoting students' well-being and personal development. College Town Junior school was also rated as satisfactory where pupils' personal development is good and behaviour is excellent.

A subject inspection rated the provision for Physical Education at Binfield CE School as outstanding.

Future 14- 19 Provision

Further work was undertaken to prepare for the handover of responsibilities from the Learning and Skills Council (LSC) to the LA for the funding and commissioning of post 16 education.

Adult and Community Learning

The Lifelong Learning Team has continued to sustain and improve adult learning programmes during the rebuilding and refurbishment of the Open Learning Centre in Bracknell. Performance targets from the LSC are likely to be met despite the disruption.

Governor Services

In January nearly 100 school governors, representing thirty five schools in the Borough, attended a successful annual Development Conference and listened to Humphrey Walters, a specialist on leadership, personal motivation and team working skills.

Headteacher development

A major conference for headteachers and LA officers took place in March on the theme of 'Celebrating Headship'. As well as hearing from a range of inspirational

speakers course members also took part in workshop activities and discussion groups.

Secondary headteachers joined colleagues from Slough and Windsor and Maidenhead at a Prevent conference 'Learning Together to be Safe'.

Performance and Resources

Capital Programme

The Council's bid to DCSF in respect of the Primary Capital Programme has been successful, bringing £8.4m of new funding in 2009/11. Master Plans have been commissioned for the wave of participating schools and projects will roll out during 2009 -10. This is a thirteen year programme.

Contract was signed for Garth Hill College in February 2009. This project is on budget and programme for completion in September 2009.

The Bracknell Open Learning Centre, Trampoline Centre and Sports Field development projects are on site and scheduled for completion by the summer of 2009. The contract for land sale was signed in March 2009.

A Master Plan for the redevelopment of Kennel Lane Special School is underway. There is £4m of DCSF targeted Capital Funds available in 2009-10 to commence implementation for the first phase of this work.

The Edgbarrow Post -16 Centre is anticipated to start construction in Quarter 1 of 2009/10 for completion in the spring of 2010, subject to approval by the LSC of the tenders which will be received at the end of March 2009.

There are a large number of other Capital Projects which are on going. Progress during this period has been made and there are no major issues to be reported.

School Admissions

Secondary offer letters were sent out to parents on the national offer date of 2nd March. There has been an increase in the number of applicants for secondary school places with 91% of Bracknell Forest residents being offered one of their preferred choices. The closing date for receipt of primary applications for 2009/10 was 30 January 2009.

Human Resources

The arrangements for newly qualified teacher recruitment pool has commenced for the 2009/10 academic year. This has provided a pool of quality candidates for schools and is a key recruitment tool for Bracknell Forest schools. The review of the safeguarding arrangements has seen the recommendation for 3 yearly CRB rechecks on all staff working with children and young people.

ICT

Following the evaluation of the ITT responses for the ASC IT Systems Replacement Liquidlogic have been selected as the supplier. The project plan is now being finalised with the planned 'go live' in October 2009.

Work has now started on the procurement of a supplier for the IT hardware and installation for the new Garth Hill College building.

Finance

Financial performance against budgets is excellent with the revenue budget now expected to under spend by a total of £1.011 million (excluding possible carry forward amounts). The most significant element of this relates to a planned under spend on the cost of care for Looked After Children, which due to a combination of reduced numbers and lower average costs will deliver a £1.010 million under spending. Adult Social Care is forecast to over spend by £0.520 million, mainly from changes in costed care packages and demographics, with all other Branches reporting under spendings. The full year effect impact of the ongoing variances have been built into the 2009-10 budget. In respect of the capital budget, progress is now being made on the major projects in the programme, with schemes due to finish this year expected to aggregate to a £0.059 million under spend.

Performance Management

Work has already commenced on ensuring that all annual returns are timely and accurate. The adults Self Assessment Survey has changed significantly in format this year and work streams are in place to ensure a timely and comprehensive response to this.

The department remains constrained by the ability to report against all the performance indicators due to the information being collected by the Primary Care Trust. See Annex D for details.

Summary of Equality Impact Assessments

EIA's agreed for publication within the quarter are as follows:

Adult Social Care

Sensory Needs Commissioning Strategy
Dementia Commissioning Strategy

Section Two: Progress against Service Plan

Annex C provides details of performance against relevant National Indicators this quarter, where data is available. It is anticipated that increasing amounts of useable data will become available in future quarters as the new indicator set becomes established in practice. This will enable future performance monitoring reports to include better analysis of historical trends and progress towards performance targets. Learning and Achievement indicators based on Summer 2008 exam results have not been reproduced in the Quarter 4 report, as the provisional results were reported in Quarter 2 and the final validated results in Quarter 3. For details of these indicators, please refer to the Quarter 3 Performance Monitoring Report.

The Social Care & Learning Service Plan for 2008/09 contains 97 detailed actions to be completed in support of the ten Medium-Term Objectives. Annex C also provides information on progress against each of these detailed actions; overall 94 actions were achieved by their target date (✓), whilst 3 were not completed by their target date (✗). The 3 actions that are causing concern (✗) are as follows:

Ref	Action	Progress
6.8.2	Increase the range of placements available within Bracknell Forest, particularly for older young people and those with complex needs, including those with disabilities.	Recruitment activities for short break carers has raised the number of people interested in being assessed and this is being taken forward. The demand for placements for teenagers is volatile and cannot always be met locally.
6.9.5	Lead on the introduction of the Vetting and Barring Scheme.	The Government has announced a further delay into the implementation of the Vetting and Barring Scheme. The scheme will now be introduced from July 2010 where applications for membership will commence.
10.2.12	Improve management of contracts for external placements of looked after children.	Resignation of a member of staff in the critical Student Finance function has required short-term unplanned diversion of contracts monitoring officer.

Annex C also provides an update on the operational risks identified in the Service Plan.

Section Three: Resources

Staffing

The recruitment fair attended as proved successful with a total of 97 applications being received for the Primary Newly qualified teacher pool. From these applications, 72 candidates were short-listed for interview. The interviews consist of a panel of Bracknell Forest primary head teachers and 5 panels have been held. This process will provide our primary schools with a pool of newly qualified teachers on which they can recruit for the beginning of the new academic year from September 2009. These activities assisted in providing 28 newly qualified teachers for Bracknell Forest schools in September 2008.

The first school workforce census was completed in February with Bracknell Forest being one of a small number of local authorities having completed the return in full by the deadline.

Work continues with the Children and Young People's Workforce Strategy. A work plan has been established to self assess the progress Bracknell Forest Children's Trust has made in developing one children's workforce. This being a workforce that is reformed and integrated and making the best contribution possible to local Every Child Matters outcomes. This self assessment process will provide useful data to where further development work is required under the strategy.

There have been 49 advertisements placed which have seen the appointment to one headteacher vacancy and the advertising for the personal facilitators for the Transforming Adult Social Care pilot.

A safer workforce training programme has been designed for the Adults workforce. One session has been run with 20 managers across the Adult Social care workforce having attended the session. Preparations have also commenced for the implementation of the Vetting and Barring Scheme. Although the government have announced a further delay in the implementation of the scheme, the work plan can continue to be operated. A review of the safer recruitment procedures for Adult Social Care has resulted in a number of small operational changes to enable a more effective response through the various inspections.

Following from the success of the final primary return to teaching course in 2008, where 22 participants successfully completed the training, a successful bid has been made to the Teacher Development Agency to operate a secondary returners programme. Further work is being undertaken on the programme in conjunction with the TDA and departmental colleagues. See Annex A for more detailed information.

Budget

This report reflects financial information available at the end of February 2009. See Annex B for more detailed information on:

Revenue Budget

- Annex B1 Summary financial position
- Annex B2 Budget variances (incorporating carry forward requests)

Capital Budget

Annex B3 Summary financial position and scheme status and target

Revenue

A summary of the overall budget position is shown at Annex B1. This shows a forecast year end under spending of £1.374m which is an increase of £0.924m on the amount forecast in the last period and mainly reflects a significant reduction in forecast spend for Looked After Children. This includes £0.363m of under spendings arising from delays to projects which are requested to be carried forward into 2009-10.

Current approved budget

The approved budget remains unchanged from that reported in the last period and amounts to £46.357m; £39.219m cash with £7.138m of recharges from other Departments and accounting adjustments. In addition, the Department manages £10.509m of expenditure in the Schools Budget that is funded by an earmarked government grant.

Provisional outturn

As set out above, February monitoring information forecasts a net £1.374m under spend. It reflects current data around expenditure trends and with only a short period of time available to experience changes around the demand led services, especially those relating to volatile and high cost placements this figure is not expected to change significantly at the end of the financial year.

As expected towards the end of the financial year, greater certainty exists around budget forecasts which results in an increase in reported variances. The main changes occurring for the first time this period are:

- Under spendings requested to be carried forward into 2009-10 amount to £0.363m and reflect schemes where for various reasons, delays have occurred with resultant finish dates moving into the new year. The funding carry forward would align the required payment phasing to available budget.
- Learning and Achievement will have £0.121m less spend through improved opportunities to fund core services from government grants.
- Children's Social Care expenditure is expected to reduce by a further £0.325m, mainly as a result of fewer children requiring to be looked after in external placements together with a reduction in overall average costs.
- Short term vacancies in Performance and Resources, together with reduced recruitment and retention costs for the whole Department and lower pension liability costs will result in an under spending of £0.095m.

In respect of the Schools Budget, which is a ring-fenced grant where any year end under or over spendings must be allocated to the next year's Schools Budget and does not therefore impact on the Council's resources, the current forecast is for a carry forward surplus of £0.202m.

Annex B2 provides more detail on the variances anticipated, including carry forward requests.

Capital

A summary of the overall budget position is shown at Annex B3. This shows a forecast year end under spending of £0.059m, an increase in under spend of £0.019m from that reported last period.

Current approved budget

The approved budget reported last period totalled £25.028m of which £16.867m was expected to be spent this year, with £8.161m expenditure expected to fall into 2009-10. During the period, a review has been completed on likely levels of external income compared to estimates made in the original budget. This indicates a reduction in overall funding from grant and land sale, the most significant element of which relates to the Brakenhale School Schemes, which have been subject to separate Executive reports to confirm the final programme.

Proposed change:	Amount £k
Remove Single Assessment Process Grant not to be received	-70
Remove New Opportunities Funding grant to confirmed amount	-548
Add newly announced School Travel Plan Grants	32
Reset estimated Devolved Formula Capital grant to confirmed amount	-52
Remove S106 funding not allocated to schemes (2005/06 approval)	-60
Reset estimated Mobile Social Working Grant to confirmed amount	-7
Reset estimated Children's Services Contact Point/ICS grant	94
Remove over estimated land sale / LSC income at Brakenhale OLC	-4,468
Total budget reduction	-5,077

Provisional Outturn

The current estimated outturn position shows a £0.059m under spending which relates to a number of schemes finishing in the current year.

Complaints received

Stage	No. rec'd Q4	Nature of complaints (bulleted list)	Action taken and lessons learned (bulleted list)
New Stage 2	0		
New Stage 3	0		
New Stage 4	0		
Ombudsman	1	<ul style="list-style-type: none"> Unacceptable delay in preparation of report to foster panel 	<ul style="list-style-type: none"> LGO upheld proposals of Council offered in statutory stage 2 response
Statutory Stage 1	1	<ul style="list-style-type: none"> Complaint about breach of confidentiality protocol 	<ul style="list-style-type: none"> Complainant did not pursue matter – no evidence that incident occurred.
Statutory Stage 2	1	<ul style="list-style-type: none"> Complaint about actions of department prior to court proceedings 	<ul style="list-style-type: none"> External investigation underway

Please note that complaints made within the corporate complaints procedures are included above where they impact upon Adults or Children's Social Care.

Internal audit assurances

(Where internal audit carried out with limited or no assurance)

Service area	Issues with limited or no assurance and remedial action to be taken
N/A	There were no internal audit reports this period with limited or no assurance.

Section Four: Forward Look

Access and Inclusion

An updated Children and Young People's Plan will be finalised during the next quarter and presented to the Children and Young People's Trust for its approval. Two other key pieces of work will also be completed for the Trust. The first of these will set out revisions to the Trust's constitution in light of new guidance post Lord Laming and legislation which will place the Children's Trust on a statutory footing. The second is the agreement of a commissioning framework which will set out the commissioning arrangements for all agencies with a statutory duty to operate.

Good progress has been made to stabilise the staffing situation at College Hall. There will be a continued focus during the next quarter on recruitment and retention issues to maintain this improving position.

A number of initiatives under the 'Think Family' initiative will be developed during the next quarter in response to the availability of new grant funding. This will enable a greater focus to be placed on a wider range of issues that prevent children and young people from achieving positive outcomes.

The Playbuilder Strategy will be developed. The Council has been allocated funding to refurbish 22 play areas over the coming two financial years. This will involve the creation of a strong partnership between departments within the Council and with Town and Parish Councils and with children, young people and families. Much of the groundwork has been done in the past with the development of our local Play Strategy – this initiative gives us the opportunity to put many of our aspirations into place.

The detailed plan for the implementation of the Integrated Youth Provision will be finalised with implementation commencing in September 2009.

A detailed proposal will be developed to respond to the increase in NEET figures.

Adult Social Care

Work is well underway for our Self Assessment of Adult Social Care with two deadlines of 15 May and 29th May to submit detailed performance information to the Care Quality Commission, who have now taken over from the Commission for Social Care Inspection.

Working with the PCT this quarter will see the beginning of the refresh into the Joint Needs Assessment of the population which is being led by the Chief Officer: Adult Social Care

Increasing the focus on transforming social care will involve detailed preparation for the pilots which will start in July.

Children's Social Care

In addition to the actions set out in the new Service Plan, we will respond to the recommendations of the Laming Progress Report on the Protection of Children.

We will start to prepare for new inspections announced by Ofsted, on unannounced inspections of Children's Social Care Duty & Assessment Team and on 3 yearly inspections of safeguarding and looked after children.

The Pledge for Looked After Children and Care Leavers will be presented to the full Council in April.

The department will also respond to the recommendations and requirements of the key announced Adoption Inspectorate.

Learning and Achievement

Further work related to the transfer of responsibilities from the LSC to the LA in relation to planning and commissioning future provision for young people aged 14 - 19.

Supporting schools in preparing pupils for statutory end of Key Stage assessments and examinations, including moderating teacher assessments and ensuring all statutory requirements are met.

Support for schools, including headteachers and governors, in preparation for changes to the procedures for external school inspection by Ofsted.

Performance and Resources

Capital Programme

The implementation of the work programme under the Primary Capital Strategy for change will be a significant piece of work in the next quarter. DCSF have responded positively to the Council's approach to re-visit the Building Schools for the Future Programme and there will be further discussion with DCSF during the next quarter about how and when the Bracknell Forest BSF Programme might commence.

School Admissions

Offer letters for primary school places will be sent out to parents on 24th April and it is expected that there will be high demand again for places. There will be appeals for secondary school places in May and June.

Human Resources

The conclusion of the One Workforce self assessment tool for the children and young people's workforce. The safer recruitment procedures will be a focus with further work on the arrangements of the Vetting and Barring Scheme together with the work for the introduction of 3 yearly CRB rechecks.

ICT

Now that Liquidlogic have been chosen as the software supplier for the Adult Social Care IT system detailed planning will be undertaken with the supplier and the users for the implementation of the system.

Two other IT procurements will also be undertaken over the next quarter. Firstly for the software for use in Children's Centres and secondly the major procurement for the supply and installation of the IT systems for the new Garth Hill College building.

Finance

Closure of the 2008-09 accounts and preparing budgets and systems updates for 2009-10 will form the basis of the main activity for the coming quarter. This will include guiding schools through the processes and assisting the small number that experience budget difficulties. Significant work will also be required in supporting Adult Social Care in preparations for the self directed support pilot, in particular in testing and refining the Resource Allocation System, and the implementation of the new ICT system.

Performance Management

Monitoring of Indicator Outturns for 2009/10 will commence as soon as the May statutory returns have been submitted. The teams will also prepare for the possibility of an audit against any of the department's indicators, to ensure that all outturns can be properly evidenced.

Annex A: Staffing information

Staffing Levels

	Establishment Posts	Staffing Full Time	Staffing Part Time	Total Posts FTE	Vacant Posts	Vacancy Rate
Directorate	3	1	2	2.41	0	0.00%
Learning & Achievement (incl Education Library Service)	79	39	40	64.20	3	3.66%
Access & Inclusion	187	65	122	124.36	29	13.43%
Children's Social Care	128	85	43	111.73	6	4.48%
Performance & Resources	86	60	26	75.05	3	3.37%
Adult Social Care	373	214	159	236.39	30	7.44%
Department Totals	856	464	392	614.14	71	7.65%

Note: Vacant posts are currently under review to identify whether an actual vacancy exists or whether the post has been filled by any other means (i.e. increase/decrease hours) or whether the post has been deleted.

Staff Turnover

For the quarter ending	31 March 2009	2.5%
For the year ending	31 March 2009	10.62%

Total turnover for BFBC, 2007/08: **14.1%** (excluding schools and BFH)

Total turnover for local authorities in nationally 2006/07: **13.7%**

(Source: Chartered Institute of Personnel and Development survey, 2007)

Sickness Absence

Staff Sickness (1 January 2009 to 31 March 2009)

Section	Total staff FTE	Number of days sickness	Quarter 4 average per employee (FTE)	Annual average per employee (FTE)
Directorate	2.41	4	1.66	4.56
Learning & Achievement (incl Education Library Service)	64.20	74	1.15	4.43
Access & Inclusion	124.36	256.5	2.06	8.74
Children's Social Care	111.73	211	1.88	9.20
Performance & Resources	75.05	206	2.74	10.59
Adult Social Care	236.39	729.5	3.08	11.88
Department Totals	614.14	1,481.00	2.41	9.79

Comparator data	All employees, average days sickness absence per employee
Bracknell Forest Borough Council 07/08	5.5 days
All sectors employers in South East 2006/07 (Source: Chartered Institute of Personnel and Development survey 2007)	7.8 days
BVPI figure 07/08	7.52 days per FTE

Annex B: Financial information

Annex B1

Summary Financial Position

SOCIAL CARE AND LEARNING DEPARTMENT - FEBRUARY 2009								
	Original Cash Budget	Virements & Budget C/Fwds	Current Approved Budget	Spend to Date %	Variance Over/(Under) Spend	Variance This Month	Requested Carry Forward	Variance Supported by CMT
	£000	£000	£000	%	£000	£000	£000	£000
Social Care and Learning Department								
Director								
Departmental Management Team	723	278	1,001	92%	0	0	0	0
	723	278	1,001	92%	0	0	0	0
CO - Learning and Achievement								
Standards Fund	13	0	13	-21,808%	-180	-80	0	-100
School Improvement	1,344	-131	1,213	31%	-51	-51	10	0
Adult Education	-44	1	-43	256%	0	0	0	0
Libraries	1,792	-1,792	0	0%	0	0	0	0
	3,105	-1,922	1,183	-217%	-231	-131	10	-100
CO - Children & Families: Access & Inclusion								
Youth Service	819	65	884	76%	-15	-15	0	0
Support to pupils and families	2,022	242	2,264	73%	-260	-235	190	-25
SEN support and provisions	687	-289	398	73%	0	0	0	0
Pupil and Student Services	5	-5	0	0%	0	0	0	0
Change for children	73	262	335	101%	0	0	0	0
	3,606	275	3,881	76%	-275	-250	190	-25
CO - Children & Families: Social Care								
Children's Services & Commissioning	1,402	67	1,469	90%	0	0	0	0
Children Looked After	5,091	162	5,253	71%	-1,010	-285	0	-725
Family Support Services	1,052	-92	960	77%	-5	-25	0	20
Youth Justice	306	-1	305	104%	0	0	0	0
Other children's and family services	1,341	-202	1,139	69%	-52	-52	37	0
Management and Support Services	107	-32	75	69%	0	0	0	0
	9,299	-98	9,201	76%	-1,067	-362	37	-705
CO - Adult Social Care								
Management	697	-212	485	70%	-62	-62	62	0
Mental Health	1,689	130	1,819	106%	0	0	0	0
Learning Disability	7,351	161	7,512	104%	110	40	0	70
Physical Disability	1,890	-61	1,829	152%	135	0	0	135
Older People	8,980	-130	8,850	109%	211	-64	64	275
Drugs Action Team	0	56	56	280%	0	0	0	0
Commissioning	367	44	411	99%	0	0	0	0
Resources	1,540	-1,540	0	0%	0	0	0	0
	22,514	-1,552	20,962	90%	394	-86	126	480
CO - Performance and Resources								
Office Services	255	-177	78	94%	0	0	0	0
Information Technology Team	196	277	473	93%	0	0	0	0
Admissions and Property Team	246	168	414	107%	0	0	0	0
Performance and Information Team	223	205	428	89%	0	0	0	0
Finance Team	387	558	945	91%	-110	-57	0	-53
Human Resources Team	209	183	392	52%	-35	-10	0	-25
School related expenditure	261	0	261	-139%	-50	-28	0	-22
	1,777	1,214	2,991	61%	-195	-95	0	-100
Sustainable Communities								
Sustainable Communities	1,249	-1,249	0	0%	0	0	0	0
	1,249	-1,249	0	0%	0	0	0	0
TOTAL SC&L DEPARTMENT CASH BUDGET	42,273	-3,054	39,219	74%	-1,374	-924	363	-450
TOTAL RECHARGES & ACCOUNTING ADJUSTMENTS	8,444	-1,306	7,138	-10%	0	0	0	0
GRAND TOTAL SC&L DEPARTMENT	50,717	-4,360	46,357	61%	-1,374	-924	363	-450
Memorandum items:								
Devolved Staffing Budget			20,443		-52	-112	0	60

SOCIAL CARE AND LEARNING DEPARTMENT - FEBRUARY 2009

	Original Cash Budget	Virements & Budget C/Fwds	Current Approved Budget	Spend to Date %	Variance Over/(Under) Spend	Variance This Month	Requested Carry Forward	Variance Supported by CMT
	£000	£000	£000	%	£000	£000	£000	£000
Schools Budget - 100% grant funded								
Delegated and devolved funding								
Delegated School Budgets	51,996	2,164	54,160	92%	0	0	0	0
Standards Fund Devolved (gross)	3,694	0	3,694	51%	0	0	0	0
School Grants	-8,610	0	-8,610	54%	0	0	0	0
	47,080	2,164	49,244	96%	0	0	0	0
LEA managed items								
SEN provisions and support services	4,218	770	4,988	82%	230	40	18	190
Education out of school	876	39	915	79%	-8	-10	19	2
Pupil behaviour	317	93	410	74%	-17	-13	20	-4
School staff absence and other items	1,045	122	1,167	33%	-250	-29	21	-221
Combined Service Budgets	0	384	384	85%	-27	-5	22	-22
Early Years provisions and support services	2,463	-114	2,349	78%	-50	0		-50
Support to schools in financial difficulty	201	0	201	0%	-142	0		-142
Standards Fund LEA Managed	75	0	75	0%	0	0		0
	9,195	1,294	10,489	73%	-264	-17	0	-247
Growth to be allocated	2,674	-2,674	0	0%	0	0	0	0
Dedicated Schools Grant	-59,514	-239	-59,753	92%	62	0	0	62
(-)Under / (+)overspend brought forward	565	-545	20	0%	0	0	0	0
TOTAL - Schools Budget	0	0	0	0%	-202	-17	0	-185

Social Care and Learning Budget Variances

Note	Reported variance £'000	Explanation
		<u>DEPARTMENTAL CASH BUDGET</u>
	-450	Total reported to last period.
		<u>CO - Learning and Achievement</u>
1	-104	The 2007-08 Standards Fund grant was available for spend to the end of August, as was the Music Service Grant that is reported under School Improvement. Final accounts showed an further under spend. These are complicated calculations spreading two financial years and a wide range of funding streams and spending conditions.
2	-17	As the funding to support school pupils with English as an Additional Language was confirmed after the start of the year, a reduced programme of support was implemented resulting in a year end under spending.
		<u>CO - Children & Families: Access & Inclusion</u>
3	-15	A number of small variances are now expected across the whole of the Youth Service which in total aggregate to a £15k under spending.
4	-15	A further saving will be made by charging more costs from Council budgets to an unspent Extended Services Standards Fund Grant that expired at the end of August.
5	-30	A saving will be made against the contract with Symbol for speech and language support to schools. This arises from a carry forward from the 2007-08 Area Based Grant and a lower level of service provision.
		<u>CO - Children & Families: Social Care</u>
6	-285	Further changes have occurred to the costs and number of children being looked after compared to those anticipated when the budget was set. These changes are included in the 2009-10 budget.
7	-40	A number of under spendings are now expected on other children and family services, the most significant of which relate to residents order allowances and supported lodgings.
		<u>CO - Adult Social Care</u>
8	40	Further work has been undertaken with the PCT regarding funding of former Waymead service users and latest calculations indicate additional costs to the Council of £40k.

Note	Reported variance £'000	Explanation
		<u>CO - Performance and Resources</u>
9	-95	The Finance and HR Teams have experienced a number of vacancies following the creation of the new Department that will result in a further under spending of £67k. There is also expected to be £28k saving on pension costs to former staff charged through the Berkshire Joint Arrangement.
		<u>Carry forward requests</u>
		The following items represent carry forward requests that will be subject to the Council's appropriate policies and procedures:
10	-10	Funding has been ear-marked to up-grade the IT infrastructure in the Cromwell Room at the Education Centre as existing facilities are proving to be inadequate.
11	-190	Carry-forward of this sum is requested in order to implement Extended Services schemes in schools that are underway but have not been fully achieved in this first year of new funding arrangements. Many schemes are now at the planning stage, with some funding spent, but their final delivery has not been possible in the financial year and is due imminently, many in the summer and through into the summer holidays.
12	-7	There is a priority to support young people in care to use advocacy and independent visitors as part of the Care Matters programme. There has been a delay in rolling out the support that will now occur next year.
13	-5	A great number of leaflets are produced by Children's Social Care, all of which need to be reviewed and brought in line with new corporate identity standards.
14	-25	In order for a family to have adequate accommodation to adopt three siblings, a contribution to the necessary building works was agreed.
15	-64	A new Stroke Grant was awarded to the Council for the first time in 2008-09. There has been a delay in processing funds for voluntary organisations due to the late notification of the grant and the time needed to consult and then vet applications for services to be funded which means that some of the services will not commence until next year.
16	-46	A new three year grant to Transform Adult Social Care has been allocated to all Council's from this financial year to plan for the implementation of self directed support for people requiring social care. Whilst good progress has been made on the underpinning work, the pilot is now planned to start in June, which has resulted in some of the major costs not yet being incurred..
17	-16	The contract for LINKS has been let with a host organisation across 5 of the 6 Berkshire Unitaries but the complexity of this has meant that start up has taken longer than anticipated.
	-1,374	TOTAL CASH BUDGET



Note	Reported variance £'000	Explanation
		<u>SCHOOLS BUDGET</u>
		The Schools Budget is a ring fenced account, fully funded by external grants, the most significant of which is the Dedicated Schools Grant. Any under or overspending remaining at the end of the financial year must be carried forward to the next year's Schools Budget and as such has no impact on the Council's overall level of balances. 2008-09 is the first year of a three year provisional budget.
	-185	Amount reported last period
		<u>SEN provisions and support services</u>
18	40	SEN provisions and support calculated from costed schedule. Movement from the last period has occurred on external placements to reflect anticipated new spring term placements. Other minor changes on SEN support services are also now being reported.
		<u>Education out of school</u>
19	-10	Staff vacancies will result in a further under spending.
		<u>Pupil behaviour</u>
20	-13	Further staff savings will be realised following review of the new Parenting Support Grant that indicates more funds than previously expected can be used to finance current activities.
		<u>School staff absence and other items</u>
21	-29	A number of new variances are now expected across a range of budget codes, the most significant of which relates to a reduction in forecast expenditure of £21k on an anticipated teacher redundancy which will not now occur following successful redeployment to another position.
		<u>Combined service budgets</u>
22	-5	Further staff savings are now anticipated due to short periods of vacancies.
	202	Amount of under spend to be carried forward.
	0	TOTAL SCHOOLS BUDGET

Social Care and Learning Capital Monitoring										
2008-09 monitoring at 28 February 2009										
Cost Centre Description	Total Budget	Cash Budget 2008/09	Expenditure to date	Current commitment	Amount left to Spend	Estimated Total Funding Required for the year	Cash Budget 2009/10	(Under) / Over Spend against approved budget	Key Target for 31 March	Current status of the project including changes to Cash Profile
	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)		
Schemes commenced prior to 2008/09										
South Bracknell Re-organisation - Birch Hill 2b - Redesigned Infant Classroom	120.9	120.9	34.0	17.5	86.9	6.6	0.0	-114.3	Complete.	Complete.
South Bracknell Re-organisation - Pines - Nursery and Foundation Class	13.7	13.7	6.4	0.0	7.3	6.4	0.0	-7.3	Complete.	Complete.
South Bracknell Re-organisation - Pines - Occupation of remaining space	142.9	142.9	147.3	38.9	0.0	249.0	0.0	106.1	Complete.	Phase 1 complete, Phase 2 on-site.
Building Schools for the future -planning	50.4	50.4	14.1	0.9	36.3	50.4	0.0	0.0	Masterplans Complete.	Complete.
Modernisation Funding -Roof voids	37.4	37.4	0.0	0.0	37.4	0.0	0.0	-37.4	Complete.	Complete.
Brakenhale Land Sale - OLC demolition, Reprovision & Relocations	3,526.8	1,800.0	1,682.6	0.6	117.4	1,800.0	1,726.8	0.0	Complete.	On site.
Brakenhale Land Sale - S77 sports field	0.0	0.0	49.0	462.0	0.0	0.0	0.0	0.0	In design.	On site.
Edgbarrow - additional places and post 16 accomodation	2,283.7	1,203.7	104.0	5.6	1,099.7	1,203.7	1,080.0	0.0	On site.	Out to tender. Awaiting LSC funding decision.
Kennel Lane additional parking and external lighting	29.1	15.0	13.9	0.0	1.1	5.0	14.1	-10.0	On site.	Complete.
Section 106 Developer Contributions	627.8	400.0	220.4	0.0	179.6	400.0	227.8	0.0	Funds Allocated	Schemes agreed.
School Improvements	6,832.7	3,784.0	2,271.9	525.5	1,565.5	3,721.1	3,048.7	-62.9		
Curriculum Development	7.6	7.6	0.0	0.0	7.6	0.0	0.0	-7.6	Complete	Complete.
Curriculum Development	7.6	7.6	0.0	0.0	7.6	0.0	0.0	-7.6		
SI Cranbourne Primary	37.8	37.8	26.4	0.0	11.4	27.8	0.0	-10.0	Complete	Complete.
Crowthorne Primary	7.3	4.0	0.0	0.0	4.0	12.0	3.3	8.0	On site.	Awaiting final account.
Suitability	45.1	41.8	26.4	0.0	15.4	39.8	3.3	-2.0		
Retentions	0.8	0.0	0.0	0.0	0.0	7.0	0.8	7.0	Complete	Final fees to pay
CAPITAL PROGRAMME - DEPT CONTROLLED [schemes b/fwd from prior year(s)]	6,886.2	3,833.4	2,298.3	525.5	1,588.5	3,767.9	3,052.8	-65.5		
Percentages			60.0%	13.7%	41.4%	98.3%		-1.0%		


Social Care and Learning Capital Monitoring										
2008-09 monitoring at 28 February 2009										
Cost Centre Description	Total Budget	Cash Budget 2008/09	Expenditure to date	Current commitment	Amount left to Spend	Estimated Total Funding Required for the year (£'000)	Cash Budget 2009/10	(Under) / Over Spend against approved budget (£'000)	Key Target for 31 March	Current status of the project including changes to Cash Profile
	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)		
Schemes commenced 2008/09 and rolling programmes										
Health and Safety	18.7	18.7	0.0	0.0	18.7	18.7	0.0	0.0	Complete.	Projects being evaluated.
Safety Glazing (Safety Glazing Regulations)	45.3	45.3	14.3	2.2	31.0	45.3	0.0	0.0	Complete.	In progress, all orders placed.
Health & Safety	64.0	64.0	14.3	2.2	49.7	64.0	0.0	0.0		
School Meal Kitchens	7.7	7.7	0.0	0.0	7.7	7.7	0.0	0.0	In progress	Delayed for incorporation into Primary Capital Programme.
Disabled Access (SENDA & DDA Legislation)	129.3	129.3	60.2	0.0	69.1	129.3	0.0	0.0	Complete	Rolling programme
Access for Disabled (schools)	129.3	129.3	93.0	0.0	69.1	129.3	0.0	0.0		
Minor Works	5.9	5.9	0.0	0.0	5.9	5.9	0.0	0.0	Complete	In progress
Youth Service Suitability	0.3	0.3	0.0	0.0	0.3	0.3	0.0	0.0	Complete	Awaiting final account.
Suitability	0.3	0.3	0.0	0.0	0.3	0.3	0.0	0.0		
Planned Maintenance (schools)	719.6	367.4	433.1	30.7	367.4	367.4	352.2	0.0	In progress.	Rolling programme
Planned Maintenance (non Schools)	153.7	150.0	81.8	19.6	148.0	150.0	3.7	0.0	In progress.	Rolling programme
Ufton Court	30.0	30.0	0.0	0.0	30.0	0.0	0.0	-30.0	Dispute resolved.	Liability under this joint arrangement in dispute.
Caretakers Housing - Decent Homes Standard	10.0	10.0	0.0	0.0	10.0	10.0	0.0	0.0	Complete.	Rolling programme
Education ICT	15.5	15.5	0.8	0.0	14.7	15.5	0.0	0.0	Complete.	Options being considered for pupil forecasting system
Extended Schools	159.0	100.0	0.0	0.0	100.0	100.0	59.0	0.0	In Progress	Suitable schemes being identified.
Children's Centres	616.0	500.0	406.0	13.2	94.0	500.0	116.0	0.0	In Progress	Various schemes currently in different stages of completeness.
Children's Services System Integration	498.9	400.0	129.9	0.0	270.1	400.0	98.9	0.0	Complete.	ICS is phase 1b compliant
Children's Services System - Contact Point	133.7	0.0	70.4	1.8	0.0	0.0	133.7	0.0	In Progress	Pre deployment shielding complete
Portman Close refurbishment	0.0	0.0	0.2	0.0	0.0	0.0	0.0	0.0	Complete.	Complete.
Children's Play Programme	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	N/A - in-year grant	Requirement investigation and prioritisation.
Information System for Parents and Providers	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	N/A - in-year grant	Order placed
Capita One (EMS) upgrade	80.0	80.0	88.6	0.0	0.0	80.0	0.0	0.0	Complete	New software implemented.
ICT Harnessing Technology	299.0	299.0	-114.4	0.0	413.4	299.0	0.0	0.0	Delegated to schools.	Preferred option for delegation to schools identified.
Mobile technology to support children's social workers	11.7	11.7	1.3	0.0	10.4	11.7	0.0	0.0	Complete.	Equipment in the process of being procured.
Other (Education)	1,853.8	1,446.2	583.0	14.9	942.5	1,416.2	407.6	-30.0		
Section 106 Contributions - Community	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	Complete	Under development
Youth Service Website Development	29.9	29.9	0.0	0.0	29.9	29.9	0.0	0.0	Complete	Under development
Youth Capital Fund	65.0	65.0	-19.6	2.1	84.6	65.0	0.0	0.0	Programme agreed	Works on schemes at various stages
Youth Facilities	94.9	94.9	-19.6	2.1	114.5	94.9	0.0	0.0		


Social Care and Learning Capital Monitoring										
2008-09 monitoring at 28 February 2009										
Cost Centre Description	Total Budget	Cash Budget 2008/09	Expenditure to date	Current commitment	Amount left to Spend	Estimated Total Funding Required for the year	Cash Budget 2009/10	(Under) / Over Spend against approved budget	Key Target for 31 March	Current status of the project including changes to Cash Profile
	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)	(£'000)		
Community Health Service reposition	58.8	58.8	86.6	1.3	0.0	95.0	0.0	36.2	In progress.	Requirement investigation and prioritisation.
Improving the Care Home Environment	6.4	6.4	7.8	0.0	0.0	6.4	0.0	0.0	In progress.	Requirement investigation and prioritisation.
Improvements and capitalised repairs	95.0	95.0	90.3	0.0	4.7	95.0	0.0	0.0	In progress.	Requirement investigation and prioritisation.
Adult Social Services general	160.2	160.2	184.6	1.3	4.7	196.4	0.0	36.2		
Care Management Replacement Programme	446.4	392.3	-11.8	0.0	404.1	392.3	54.1	0.0	Implementation stage	Tenders evaluated, awaiting Director decision to agree supplier.
Electronic Social Care Record	111.4	100.0	15.4	0.0	84.6	100.0	11.4	0.0	Complete.	Evaluating tenders.
Mental Health	70.0	50.0	0.0	0.0	50.0	50.0	20.0	0.0	Complete.	Options being considered
Social Care	61.0	40.0	0.0	20.1	40.0	40.0	21.0	0.0	Complete.	Options being considered
Adult Social Care IT projects	688.8	582.3	3.6	20.1	578.7	582.3	106.5	0.0		
CAPITAL PROGRAMME - DEPT CONTROLLED [current year schemes]	3,878.2	3,008.2	1,373.9	91.0	2,288.3	3,014.4	870.0	6.2		
Percentages			45.7%	3.0%	76.1%	100.2%		0.2%		
CAPITAL PROGRAMME - DEPT CONTROLLED [all schemes]	10,764.4	6,841.6	3,672.3	616.4	3,876.8	6,782.3	3,922.8	-59.3		
Percentages			53.7%	9.0%	56.7%	99.1%		-0.6%		
Schemes outside department control										
Edgbarrow - Specialist School (s106)	2.3	2.3	2.2	0.0	0.1	2.3	0.0	0.0	Complete.	Complete.
Curriculum Development	2.3	2.3	2.2	0.0	0.1	2.3	0.0	0.0		
NOF Harmans Water All Weather Pitch	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	Complete.	Complete.
NOF Brakenhale Trampoline Centre	488.0	400.0	223.0	0.0	177.0	400.0	88.0	0.0	On site.	On site.
NOF Edgbarrow Tennis Court Modernisation	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	Complete.	Complete.
NOF Orienteering Course	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	Complete.	Complete.
Primary Capital Strategy for Change	100.0	100.0	0.0	0.0	100.0	100.0	0.0	0.0	In progress	Recruitment of staff underway.
Rebuild of Garth Hill College	5,408.0	5,408.0	3,047.9	226.7	2,360.1	5,408.0	0.0	0.0	On site.	On site.
Jennetts Park Primary School	99.5	99.5	5.9	67.3	93.6	99.5	0.0	0.0	Tender preparation.	Designer and Project Manager appointed.
School Improvements	6,095.5	6,007.5	3,276.8	293.9	2,730.7	6,007.5	88.0	0.0		
Devolved Capital	3,088.5	1,800.0	1,351.2	0.5	1,800.0	1,800.0	1,288.5	0.0	In Progress	School managed projects at various stages of progress
CAPITAL PROGRAMME - OUTSIDE DEPT CONTROL	9,186.3	7,809.8	4,630.3	294.4	4,530.7	7,809.8	1,376.5	0.0		
Percentages			59.3%	3.8%	58.0%	100.0%		0.0%		
TOTAL CAPITAL PROGRAMME	19,950.7	14,651.4	8,302.6	910.8	8,407.5	14,592.1	5,299.3	-59.3		
Performance Monitoring Report - Social Care and Learning - 2008/09 Quarter 4										
Percentages			56.7%	6.2%	57.4%	99.6%		-0.3%		


Annex C: Corporate strategic risks owned by Director of Social Care & Learning



RISK SHORT NAME	LINK TO MTOS	RISK SCORE	ACTION ALREADY IN PLACE	FURTHER ACTION TO ADDRESS RISK	TARGET DATE	PROGRESS ON FURTHER ACTION TO ADDRESS RISK	COMMENTARY
Demographic and socio economic changes	6, 7 & 9	B2	<u>Housing Development</u> <ul style="list-style-type: none"> As a result of the economic downturn construction work on the major housing developments has been postponed. It is therefore unlikely that this risk will have any impact in the near term, however we will continue to monitor the situation 	<u>Impact of Socio-Economic Change on Schools</u> <ul style="list-style-type: none"> Expect an increase in number of children eligible for free school meals. Results of next Census awaited to confirm this. 	31/1/2009		Census data available in late January 2009 when further analysis will be undertaken.
			<u>Effect of Migration on Schools</u> In response to this Education have <ul style="list-style-type: none"> increased support for EAL (English as an additional language) increased resources in community languages Plans have been developed with schools to ensure support is timely, focussed and effective in relation to ethnic groups and EAL children in schools. This is monitored as part of the regular school census. Demographic trends for the 0-19 	<ul style="list-style-type: none"> Anticipate an increase in schools numbers as fewer parents opt for private education. Level of admissions to be monitored. 	Ongoing		Monitoring is ongoing with no major variance to be reported.



			<p>age range in SC& L are monitored via regular data collections and statistical analysis. 5-year forecasts of pupil numbers for all schools in the Borough are published in the annual School Places Plan and any trends are highlighted in the commentary.</p> <ul style="list-style-type: none">• Good communication channels have been developed with schools who raise awareness of additional needs arising from demographic change very rapidly				
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Demand led services	5, 6, 7 & 9	B2	<p><u>Children's Services</u> There is corporate commitment subject to satisfactory business case for CMT/the Executive that additional resources would be made available for unplanned demands for children's services.</p> <p><u>High Cost of Children's Placements (LAC & SEN)</u></p> <ul style="list-style-type: none"> • Close budget monitoring • Joint procurement of placements with neighbouring authorities to obtain placements needed and increase value for money • Membership of Herts arrangement for managing fee increases <p><u>Older People</u></p>	<p><u>Children's Placements (LAC & SEN)</u></p> <ul style="list-style-type: none"> • Contracts Officer being recruited to monitor contracts and ensure placement costs are accurate 	31/3/09		<p>External appointment of Contracts Officer was not successful. Internal staff changes and appointments have been undertaken. Further training and development is required and is in place.</p> <p>Heads of Service are actively managing the use of placements which has contained costs throughout the financial year.</p>
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		<ul style="list-style-type: none"> Purchasing Plan for Older People's Health and Social Care sets out the assumptions and approach to delivery of services. This includes estimates of population ages through to 2025 based on ages of current population to determine demand for services. This includes projections of numbers of people requiring residential care places. extra –care housing, support at home, etc. <p><u>People with Disabilities</u></p> <ul style="list-style-type: none"> Transition Policy for People with Disabilities covers policy for young people with learning disabilities, disabilities or complex needs as they approach adulthood and responsibility moves from Children's Services to Adult 	<p><u>Older People</u></p> <ul style="list-style-type: none"> Projections in Purchasing Plan for Older People to be updated annually 	31/3/09		This will be achieved by 31/3 using 08/09 figures. Indications to date are an increase in OP ongoing support.
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			<p>Community care Services.</p> <ul style="list-style-type: none"> Impact of transition on budgets considered at DMT as part of budget pressures discussions <p><u>Packages of Care</u></p> <ul style="list-style-type: none"> Continued close monitoring of the revenue budget and projected costs around costed packages of care will remain in place. Early warning in relation to changes in demand and projected spend will be highlighted as soon as they become apparent. 	<p><u>Mental Health</u></p> <p>Economic downturn could impact on numbers of residents with mental health issues and increase level of domestic abuse. Demand levels are being monitored.</p>	Ongoing		<p>Monitoring ongoing.</p> <p>Undertaken for 09/10 budget build.</p> <p>This is being done and reported in budget variations. Workload by Adult Management team.</p>
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Project management	1, 6 & 10	D2	<u>Project Management</u> <ul style="list-style-type: none"> Project managers are appointed with responsibility for delivery and project boards established for individual projects with responsibility for overseeing project delivery. 	<u>Programme Manager</u> Given the large number of projects that the Directorate has ongoing and the fact that central government have brought forward a number of capital investment schemes, consideration is being given to employing a Programme Manager to oversee delivery of the capital programme in Social Care and Learning.	31/1/09		Advertisements are placed for a Project Manager to oversee the Primary Capital Programme. Major review of Project Management arrangements, completion date 31 May 2009.
			<u>Project Methodology</u> <ul style="list-style-type: none"> Council project methodology principles applied to all significant projects. 	<u>Project Monitoring</u> <ul style="list-style-type: none"> Project progress is monitored in accordance with Council project methodology. Project Boards for major projects monitor progress on project delivery Updates on significant variances on major projects are included in quarterly Performance Monitoring Reports which are presented to the Overview and Scrutiny Panel by the Director of SCL and also distributed to the Chief Executive and all Executive Members. Progress on the Capital Plan which 	<u>Primary Capital Strategy (rebuild of primary schools)</u> DCFS have agreed the Capital Programme and a plan for this is being developed to prepare for 1 st April start for the first phase of the project...	31/1/09	

			<p>covers capital projects is discussed at SCL DMT.</p> <p><u>Brakenhale</u></p> <ul style="list-style-type: none"> Land sale receipts to fund the project have been significantly lower than anticipated. This has been mitigated by putting school refurbishment plans on hold. 	<p><u>Children's Centres</u></p> <p>Deadlines for completion are now being brought forward by central government. Action plan being developed to address this.</p>	31/1/09		Action Plan completed.
Garth Hill	6 & 10	C1	<p><u>Project Management</u></p> <ul style="list-style-type: none"> Project managers, Faber Maunsell appointed with responsibility for delivery. and project board established with responsibility for overseeing project delivery. <p><u>Project Methodology</u></p> <ul style="list-style-type: none"> Council project methodology principles applied. <p><u>Risk Management</u></p> <ul style="list-style-type: none"> Risk register in place prepared and maintained. Risk workshops to identify risks held attended by all key stakeholders (the school, governors, Procurement, Legal, Accountants). 	<p><u>Economic Downturn</u></p> <ul style="list-style-type: none"> A further risk workshop for the Garth Hill project is to be held to address escalating risk due to the economic downturn. In particular this will focus on construction risks and financial risk arising from potential reduced land sale receipts. 	31/1/09		Risk Workshop was held on 22 nd Dec 2008. Further Risk Management Workshop planned for Q1 2009/10.

Annex D: Performance against Indicators, Actions and Risks

PRIORITY ONE: A TOWN CENTRE FIT FOR THE 21st CENTURY				
Medium-Term Objective 1: Build a Bracknell Town Centre that residents are proud of				
PERFORMANCE INDICATORS FOR MTO 1				
ACTIONS IN SUPPORT OF MTO 1				
		Due Date	Owner	Comments
1.5	Ensure local people gain the skills for employment in the new town centre.			
1.5.1	Create the post of Community Development Worker (CDW) for people with long-term conditions to work with the local college and businesses to ensure that training and employment opportunities are made available.	Oct 2008	SCL	✓ <i>Achieved.</i>
1.5.2	Fully implement the Pathways to Employment following the signing of the Service Level Agreement between A4e and BFBC: nine referrals to have been made to A4e by December 2008.	Dec 2008	SCL	✓ <i>Achieved.</i>
1.5.3	Establish a new Economic & Skills Development Partnership.	Apr 2008	SCL	✓ <i>Objective met.</i>
1.5.4	Develop local service provision to meet existing local need in Bracknell Forest prior to town centre regeneration, via the Grow Our Own project.	Mar 2009	SCL	✓ <i>Delayed to September 2009. O&S provided with update of progress.</i>
1.5.5	Begin strategic planning with town centre developers and BFBC to create the time-line for skills training for employed and non-employed local people to access employment resulting from regeneration.	Jul 2009	SCL	✓ <i>Delay linked to town centre regeneration timetable.</i>
1.5.6	Helping jobless parents/carers get back into training/employment through partnership working with FE College and Job Centre Plus via Children's Centres.	TBC	SCL	✓ <i>Current JCP vacancies displayed in Children's Centres. Touch-screen booths, which have access to JCP and Family Information Services, are sited in Children's Centres and free to access. Self-help websites, e.g. writing CVs etc, are also available. Benefits Officer from FIS holds surgeries on CC sites. "New Year, New Start" event held - 50 people attended and were supported through the multi-agency attendance. Outreach Workers from CCs signpost parents/carers through to JCP and/or the local College.</i>

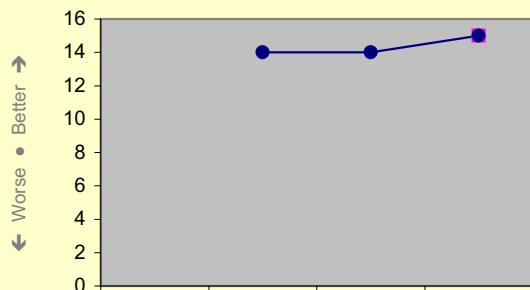
OPERATIONAL RISKS TO MTO 1		<u>Owner</u>	<u>Progress on Mitigation Actions</u>
1.11	The Grow Our Own contribution to BFBC LAA was based on original timescale for Regeneration of Town Centre; subsequent slippage has offered no realistic opportunity for delivery in 2007/8 but can be caught up in subsequent years. All future planning of provision based upon Town Centre Regeneration opportunities for employment are subject to a confirmed timescale. Mitigation: Not within our direct control. Details in Grow Our Own project plan and Adult Learning Plan.	SCL	Actions to mitigate risk continue – no further risks identified. Revised/New Risk: None.
1.12	The Grow Our Own project is currently funded by external grant sources; predominantly SEEDA. All future provision is based upon the availability of funding, whether this be from external sources, LAAs or Section 106 contributions. Mitigation: Alternative funding would be sought if required.	SCL	Actions to mitigate risk continue – no further risks identified. Revised/New Risk: None.
PRIORITY TWO: PROTECTING AND ENHANCING OUR ENVIRONMENT			
Medium-Term Objective 3: Promote sustainable housing and infrastructure development.			
PERFORMANCE INDICATORS FOR MTO 3			
ACTIONS IN SUPPORT OF MTO 3			
		<u>Due Date</u>	<u>Owner</u> <u>Comments</u>
3.6	Provide more choice for social housing applicants through the introduction of Choice-Based Lettings.		
3.6.4	Work in partnership with Housing to increase the number of people living in the community, by providing suitable accommodation.	Mar 2009	SCL  <i>Achieved.</i>
OPERATIONAL RISKS TO MTO 3		<u>Owner</u>	<u>Progress on Mitigation Actions</u>
Medium-Term Objective 4: Keep Bracknell Forest clean and green.			
PERFORMANCE INDICATORS FOR MTO 4			
ACTIONS IN SUPPORT OF MTO 4			
		<u>Due Date</u>	<u>Owner</u> <u>Comments</u>
4.7	Improve energy management in Council and school facilities.		
4.7.5	Promote environmental management and recycling in schools through a training and workshop event.	Aug 2008	SCL  <i>Completed.</i>
4.7.6	Produce an annual environmental management report for schools.	Dec 2008	SCL  <i>Completed.</i>
OPERATIONAL RISKS TO MTO 4		<u>Owner</u>	<u>Progress on Mitigation Actions</u>
4.4	Budgets for waste are devolved to schools. Achievement of targets therefore depends on schools' willingness and ability to follow the Council's advice. Mitigation: Schools will be encouraged via training, workshop and Environmental Management Report.	SCL	Training workshop and Environmental Management Report completed. Revised/New Risk: None.

**PRIORITY THREE:
PROMOTING HEALTH AND ACHIEVEMENT**

**Medium-Term Objective 5:
Improve health and well being within the Borough.**

PERFORMANCE INDICATORS FOR MTO 5

NI 51: Effectiveness of child and adolescent mental health (CAMHS) services



LAA INDICATOR (Designated)

Department: SCL

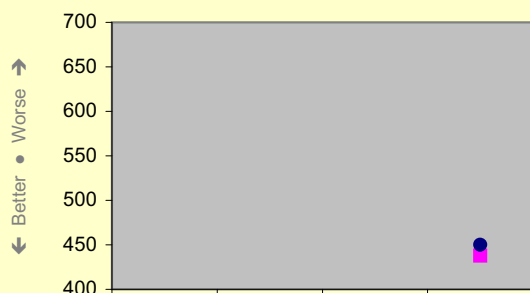
✓

The Bracknell Forest Local CAMHS Partnership has completed the annual assessment of CAMHS services during this quarter and scored local services at 15 out of a maximum of 16, therefore achieving target for the year.

The current estimate is based on latest available (unvalidated) data. This LAA (Designated) indicator has a snapshot (self-assessment) target measured by self-assessment. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Score (0-16) • Polarity: High • BFC Lead: Martin Gocke

**NI 120.1: All-age all cause mortality rate:
(1) Female**



LAA INDICATOR (Designated)

Department: SCL

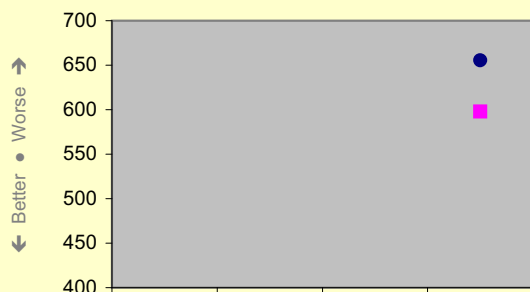
✗

This is draft data not provided directly by the PCT. Bracknell Forest is below England average. Overall trend is downwards. Smoking cessation and vascular risk reduction initiatives underway.

The current estimate is based on data taken from the draft report from the Joint Strategic Commissioning Board. It has not been provided directly or verified by Berkshire East PCT.

Unit: Rate per 100k pop. • Polarity: Low • BFC Lead: Belinda Clack

**NI 120.2: All-age all cause mortality rate:
(2) Male**



LAA INDICATOR (Designated)

Department: SCL

✗

This is draft data not provided directly by the PCT. Bracknell Forest is below England average. Overall trend is downwards. Smoking cessation and vascular risk reduction initiatives underway.

The current estimate is based on data taken from the draft report from the Joint Strategic Commissioning Board. It has not been provided directly or verified by Berkshire East PCT.

Unit: Rate per 100k pop. • Polarity: Low • BFC Lead: Belinda Clack

NI 123: Stopping smoking



LAA INDICATOR (Designated)

Department: SCL

This is draft data not provided directly by the PCT. Quit rate is 46.5%. One provider experienced difficulties in Quarter 1; service now refocused. Extra support from NHS/BE Community Services. Quarter 4 figures will not be available until mid-June.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	296
LAA Target	[annual]	[annual]	[annual]	517
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on data taken from the draft report from the Joint Strategic Commissioning Board. It has not been provided directly or verified by Berkshire East PCT.

Unit: Rate per 100k pop. ≥16 yrs • Polarity: High • BFC Lead: TBC

NI 39: Rate of hospital admissions per 100,000 for Alcohol Related Harm



CAA Indicator (non-LAA)

Department: SCL

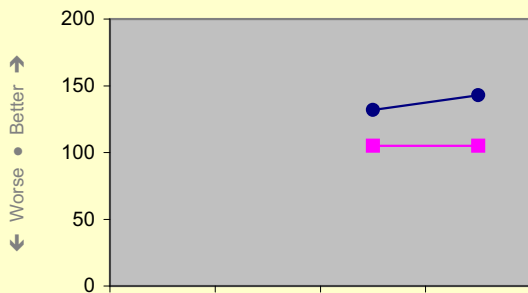
Work is still ongoing to determine how data can be sourced for this complex new indicator. Given the nature of the indicator, it is unlikely that data will ever be available without a significant time lag.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Rate • Polarity: Low • BFC Lead: Mira Haynes

NI 40: Number of drug users recorded as being in effective treatment



CAA Indicator (non-LAA)

Department: SCL

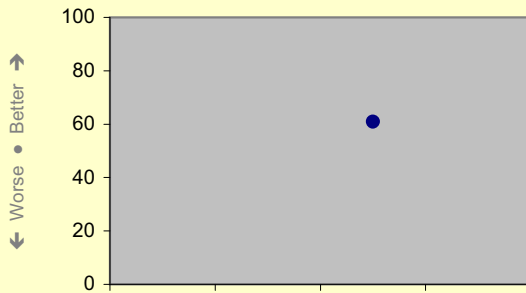
Data is reported by the National Treatment Agency through the National Drug Treatment Monitoring System. The target for month 7 (latest available data) is being exceeded and we are predicted to exceed target by 20 at year end.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	132	143
Local Target	TBC	TBC	105	105
Last Reported	N/A	N/A	132	132
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on latest available data which relates to an earlier period. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from the National Treatment Agency. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number • Polarity: High • BFC Lead: Mira Haynes

NI 50: Emotional health of children



CAA Indicator (non-LAA)
Department: SCL

This is the outcome of the TellUs 3 Survey. England average is 63.3% and the average for our statistical neighbours is 58.0%.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	[annual]	[annual]	60.9	[annual]
Local Target ■	[annual]	[annual]	N/A	[annual]
Last Reported	N/A	N/A	60.9	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current figure uses validated final data. This CAA indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Martin Gocke

NI 53.1: Prevalence of breastfeeding at 6-8 weeks from birth: (1) percentage of infants being breastfed at 6-8 weeks



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % • Polarity: High • BFC Lead: Mary Purnell

NI 53.2: Prevalence of breastfeeding at 6-8 weeks from birth: (2) percentage of infants for whom breastfeeding status is recorded



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % • Polarity: High • BFC Lead: Mary Purnell

NI 58: Emotional and behavioural health of looked after children



CAA Indicator (non-LAA)
Department: SCL

No estimated outturn data is available for this indicator on a quarterly basis. This is a new annual indicator, and baseline data is currently not available until data returns are submitted (end of May 2009).

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	[annual]	[annual]	[annual]	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number ● Polarity: Low ● BFC Lead: Penny Reuter

NI 113.1: Prevalence of chlamydia in under 25 year olds:

(1) Percentage of the resident population aged 15-24 accepting a test/screen for chlamydia



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

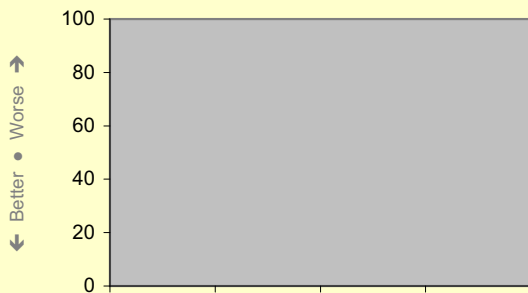
Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % ● Polarity: High ● BFC Lead: Mary Purnell

NI 113.2: Prevalence of chlamydia in under 25 year olds:

(2) Number of positive diagnoses for chlamydia in the resident population aged 15-24 years



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % ● Polarity: Low ● BFC Lead: Mary Purnell

NI 121: Mortality rate from all circulatory diseases at ages under 75



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: Rate • Polarity: Low • BFC Lead: Belinda Clack

NI 126: Early access for women to maternity services

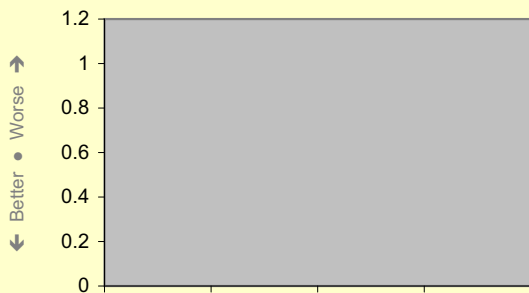


CAA Indicator (non-LAA)
Department: SCL

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A			
Local Target	TBC	TBC	TBC	TBC
Last Reported	N/A			
Benchmark	N/A			
Current Quartile	N/A			

Unit: % • Polarity: High • BFC Lead: Belinda Clack

NI 134: The number of emergency bed days per head of weighted population



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: Number • Polarity: Low • BFC Lead: Joan Gittins

ACTIONS IN SUPPORT OF MTO 5		Due Date	Owner	Comments
5.1	Develop and implement a comprehensive health strategy for the Borough with partners, which identifies clear priorities and actions to address local health inequalities and to improve health and well-being.			
5.1.2	Develop movement project aimed at adults, children and young people to increase physical movement. Roll out through Children's Centres into schools, pre-schools and nurseries. Particular focus on 0-5 year olds for preventative work.	2008-11	SCL	✓ Ongoing.
5.5	Implement and monitor the ban on smoking in public spaces.			
5.6	Work with health partners to improve mental health services for children and young people.			
5.6.1	Implement CAMHS strategy.	Sep 2008	SCL	✓ Progress continues to be made in implementing the strategy. An updated strategy has been drafted and will be considered by the Children's Trust shortly.

OPERATIONAL RISKS TO MTO 5 Owner Progress on Mitigation Actions

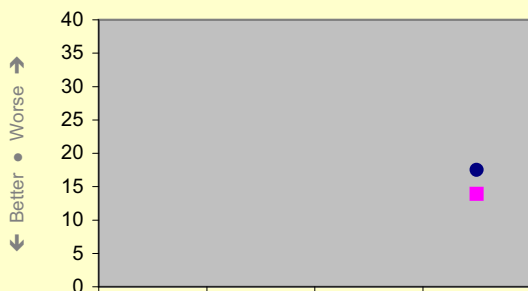
Medium-Term Objective 6:

Improve the outcomes for children and families through the Children and Young People's Plan.

PERFORMANCE INDICATORS FOR MTO 6

NI 56.4: Obesity in primary school age children in Year 6:

(4) Percentage of children in Year 6 with height and weight recorded who are obese



LAA INDICATOR (Designated)

Department: SCL

✘

Data and commentary on this indicator is still awaited from the PCT.

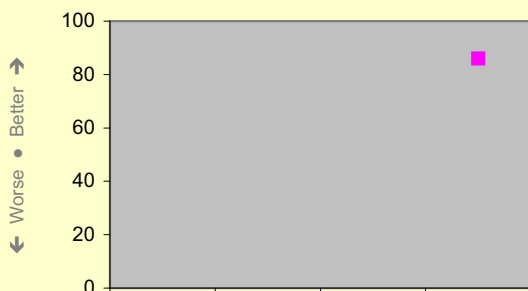
Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	17.5
LAA Target ■	[annual]	[annual]	[annual]	13.9
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % ● Polarity: Low ● BFC Lead: Mary Purnell

NI 56.5: Obesity in primary school age children in Year 6:

(5) Percentage of children in Year 6 with height and weight recorded



LAA INDICATOR (Designated)

Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
LAA Target ■	[annual]	[annual]	[annual]	86
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % ● Polarity: High ● BFC Lead: Mary Purnell

NI 57: Children and young people's participation in high-quality PE and sport



LAA INDICATOR (Designated)
Department: SCL

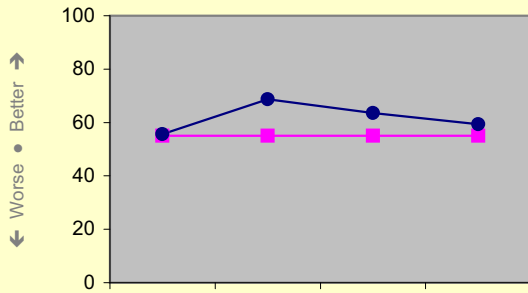
This indicator has been deferred until 2009/10.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
LAA Target	[annual]	[annual]	[annual]	78
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This LAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Bob Welch

NI 68: Percentage of referrals to children's social care going on to initial assessment



LAA INDICATOR (Designated)
Department: SCL

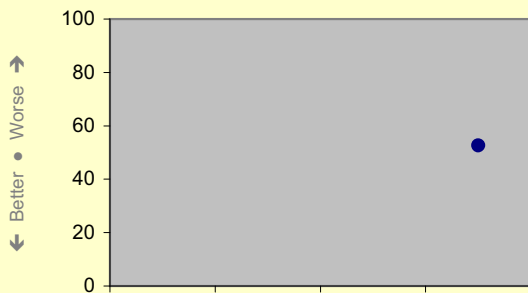
Cumulative to date figure at end of Quarter 4 is 61.8%. Data is currently unvalidated as data returns are not submitted until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	55.6	68.7	63.6	59.4
LAA Target	55.0	55.0	55.0	55.0
Last Reported	N/A	54.4	54.4	54.4
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This LAA (Designated) indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Within median (locally: High) • BFC Lead: Penny Reuter

NI 69: Children who have experienced bullying



LAA INDICATOR (Designated)
Department: SCL

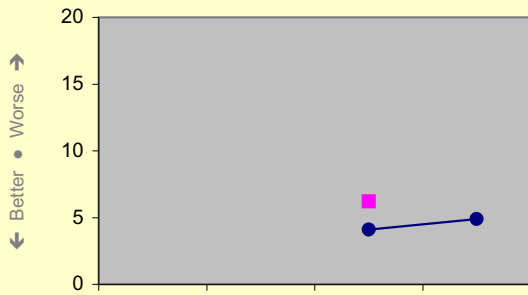
This is the outcome of the TellUs 3 Survey. Following DCSF instruction, the target for this indicator has been renegotiated. It is now 49.0% in Year 2 and 46.6% in Year 3.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	53
LAA Target	[annual]	[annual]	[annual]	N/A
Last Reported	N/A	N/A	N/A	53
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current figure uses validated final data. This LAA (Designated) indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Martin Gocke

NI 87: Secondary school persistent absence rate



LAA INDICATOR (Education)
Department: SCL

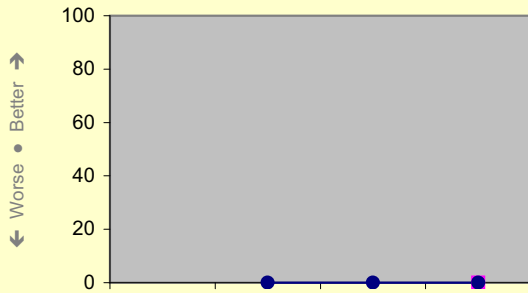
This outturn is based on full academic year 2007/08, and represents a 1.9% improvement on previous academic year. Data for full 2008/09 academic year will be available Feb 2010.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	4.1	4.9
LAA Target	[annual]	[annual]	6.2	[annual]
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This LAA (Education) indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Gloria King

NI 90: Take up of 14 -19 learning diplomas



LAA INDICATOR (Designated)
Department: SCL

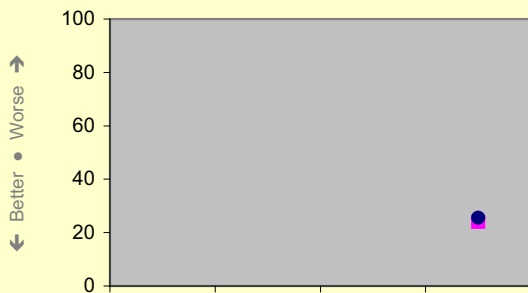
The programme of 14-19 learning diplomas is not due to commence until 2010.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	0	0	0
LAA Target	[annual]	[annual]	[annual]	0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This LAA (Designated) indicator has a cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number • Polarity: High • BFC Lead: Martin Surrell

NI 112: Under 18 conception rate



LAA INDICATOR (Designated)
Department: SCL

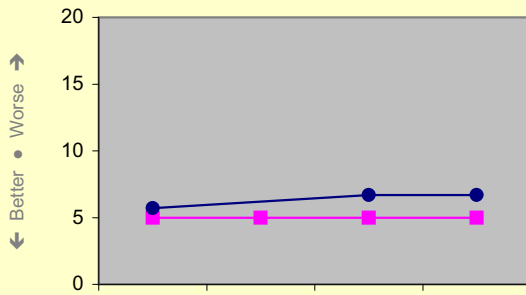
This is draft data not provided directly by the PCT. Actual number of conceptions was 52 in 2007. Rate per 1,000 is annualised rate over three-year period.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	25.5
LAA Target	[annual]	[annual]	[annual]	24.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on data taken from the draft report from the Joint Strategic Commissioning Board. It has not been provided directly or verified by Berkshire East PCT.

Unit: Rate per 1k pop. 15<18 yrs • Polarity: Low • BFC Lead: Don McLaren

NI 117: 16 to 18 year olds who are not in education, training or employment (NEET)



Year: 2008/09	Q1	Q2	Q3	Q4
Current	5.7	N/A	6.7	6.7
LAA Target	5.0	5.0	5.0	5.0
Last Reported	N/A	N/A	9.2	9.2
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

LAA INDICATOR (Designated)

Department: SCL



This represents a lower performance than in previous years and reflects the increasing difficulties that some young people are encountering in accessing suitable opportunities.

The current estimate is based on unvalidated current data. This LAA (Designated) indicator has a complex snapshot target measured by data snapshot. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Martin Gocke

NI 163: Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher



Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
LAA Target	[annual]	[annual]	[annual]	74.4
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	72.7	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

LAA INDICATOR (Designated)

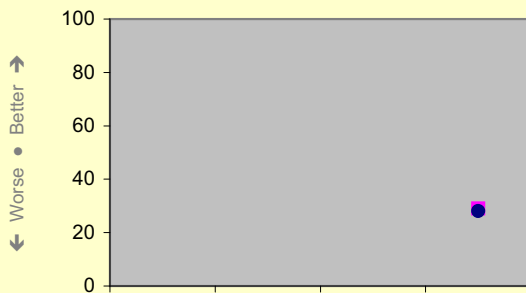
Department: SCL

BFC (SCL) does not record input data relating to activity. National/locally extrapolated data sets are to be published annually; the LSC are, as yet, unable to confirm the publication date.

No estimated outturn is currently available for this indicator. This LAA (Designated) indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmark is from 2006/07 figures.

Unit: % • Polarity: High • BFC Lead: David Jones

NI 52.1: Take up of school lunches: (i) Primary schools



Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	28.1
Local Target	[annual]	[annual]	[annual]	29.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

CAA Indicator (non-LAA)

Department: SCL



Historically the Borough has a low uptake, affected by a low free school meals entitlement, some children opting out of new healthy menus and, recently, the economic downturn. To address this, we are undertaking pupil and parent food tastings, competitions, improved branding and promotion of healthy eating, and working with the School Food Trust on strategies to increase uptake.

The current estimate is based on unvalidated current data. This CAA indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Chris Taylor

**NI 52.2: Take up of school lunches:
(ii) Secondary schools**



CAA Indicator (non-LAA)
Department: SCL

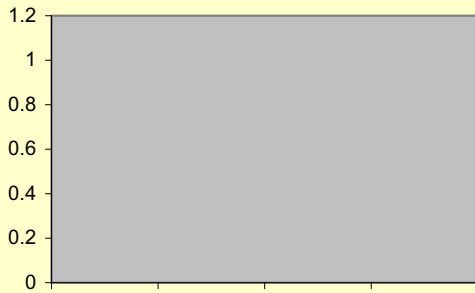
Historically the Borough has a low uptake, affected by a low free school meals entitlement, some children opting out of new healthy menus and, recently, the economic downturn. To address this, we are undertaking pupil and parent food tastings, competitions, improved branding and promotion of healthy eating, and working with the School Food Trust on strategies to increase uptake.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	31.0
Local Target ■	[annual]	[annual]	[annual]	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: High ● BFC Lead: Chris Taylor

NI 54: Services for disabled children



CAA Indicator (non-LAA)
Department: SCL

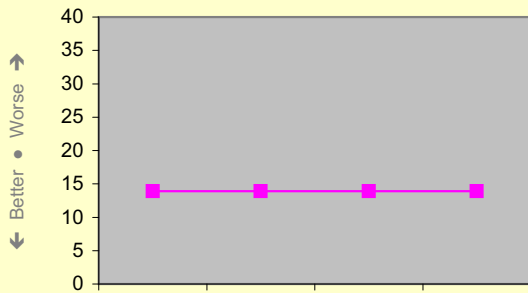
This indicator has been deferred until 2009/10.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: TBC ● Polarity: TBC ● BFC Lead: Simon McKenzie

**NI 55.4: Obesity in primary school age children in Reception:
(4) Percentage of children in Reception with height and weight recorded who are obese**



CAA Indicator (non-LAA)
Department: SCL

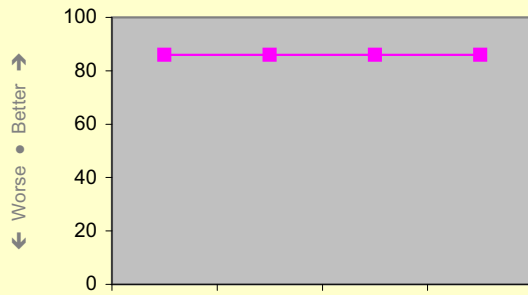
Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	14	14	14	14
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % ● Polarity: Low ● BFC Lead: Mary Purnell

**NI 55.5: Obesity in primary school age children in Reception:
(5) Percentage of children in Reception with height and weight recorded**



CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	86	86	86	86
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % • Polarity: High • BFC Lead: Mary Purnell

NI 59: Percentage of initial assessments for children's social care carried out within 7 working days of referral



CAA Indicator (non-LAA)
Department: SCL

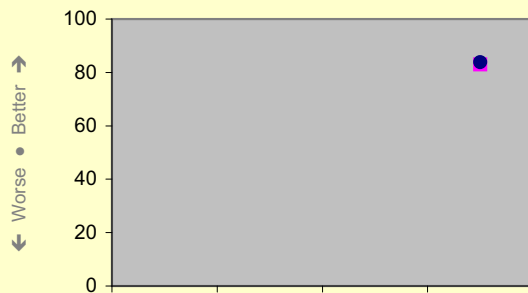
Cumulative to-date figure at end of Quarter 4 is 70%. Data is currently unvalidated as data returns are not submitted until end of May 2009. The England average for this indicator is 70%, and that of our statistical neighbours 67% (2007/08).

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	70.0
Local Target ■	[annual]	[annual]	[annual]	78.0
Last Reported	N/A	75.9	75.9	75.9
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from Annual Performance Assessment Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Penny Reuter

NI 60: Percentage of core assessments for children's social care that were carried out within 35 days of their commencement



CAA Indicator (non-LAA)
Department: SCL

Cumulative to date figure at end of Quarter 4 is 83.8%. Data is currently unvalidated as data returns are not submitted until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	83.8
Local Target ■	[annual]	[annual]	[annual]	83.0
Last Reported	N/A	82.0	82.0	82.0
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from Annual Performance Assessment Dataset V2 (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Penny Reuter

NI 61: Timeliness of placements of looked after children for adoption following an agency decision that the child should be placed for adoption



CAA Indicator (non-LAA)
Department: SCL

Cumulative to date figure at end of Quarter 4 is 0%. Three children ceased to be looked after as a result of the granting of an adoption order between 1 April 2008 and 31 March 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	0.0
Local Target ■	[annual]	[annual]	[annual]	50.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Penny Reuter

NI 62: Stability of placements of looked after children: Number of placements



CAA Indicator (non-LAA)
Department: SCL

Cumulative to-date figure at end of Quarter 4 is 13.4%. This equates to 11 out of 82 young people. Although this is slightly short of target, it nonetheless represents the highest level of performance ("very good") under the NPIS definition. Data is currently unvalidated as data returns are not submitted until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	13.4
Local Target ■	[annual]	[annual]	[annual]	12.0
Last Reported	N/A	12.0	12.0	12.0
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Penny Reuter

NI 63: Stability of placements of looked after children: Length of placement



CAA Indicator (non-LAA)
Department: SCL

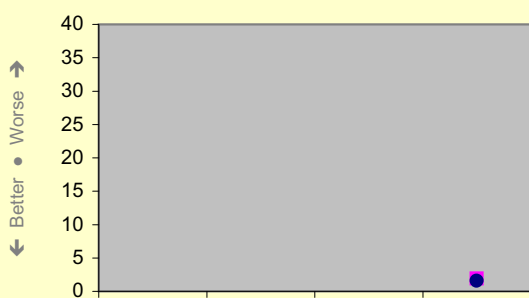
Cumulative to date figure at end of Quarter 4 is 52.4%. This equates to 11 out of 21 young people. Data is currently unvalidated as data returns are not submitted until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	52.4
Local Target ■	[annual]	[annual]	[annual]	50.0
Last Reported	N/A	55.6	55.6	55.6
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Penny Reuter

NI 64: Child Protection Plans lasting two years or more



CAA Indicator (non-LAA)
Department: SCL

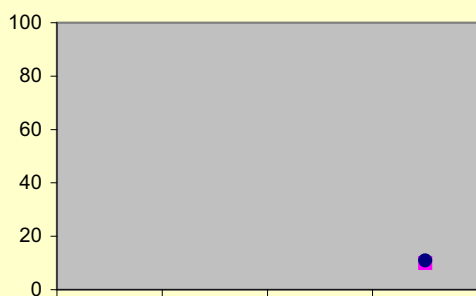
✓
Cumulative to date figures at end of Quarter 4 is 1.6%. This equates to one out of 64 children. There are currently no children who have been subject to a Child Protection Plan for two years or more. This indicator provides a cumulative result as at 31 March in any given year and is based on the number of children deregistered during the course of the whole year.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	1.6
Local Target ■	[annual]	[annual]	[annual]	1.9
Last Reported	N/A	1.9	1.9	1.9
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: Low ● BFC Lead: Penny Reuter

NI 65: Percentage of children becoming the subject of a Child Protection Plan for a second or subsequent time



CAA Indicator (non-LAA)
Department: SCL

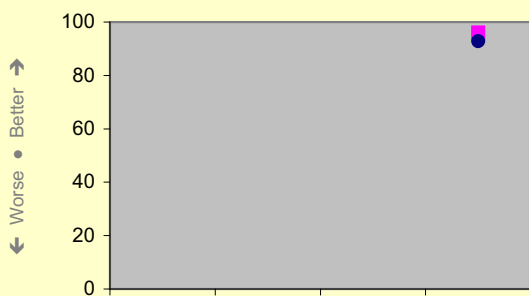
✓
Cumulative to date figure at end of Quarter 4 is 10.9%. This equates to six out of 55 children. This indicator provides a cumulative result as at 31 March in any given year and is based on the number of children registered throughout the course of the whole year. Optimal performance is within a median band.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	10.9
Local Target ■	[annual]	[annual]	[annual]	10.0
Last Reported	N/A	8.2	8.2	8.2
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: Within median ● BFC Lead: Penny Reuter

NI 66: Looked after children cases which were reviewed within required timescales



CAA Indicator (non-LAA)
Department: SCL

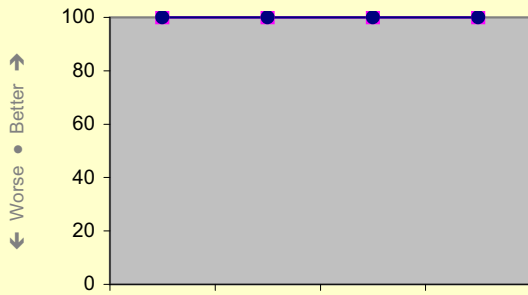
Cumulative to date figure at end of Quarter 4 is 92.8%. This equates to 64 out of 69 young people. (Note that 100% is not our target as reviews will be postponed if key people are not available.) Data is currently unvalidated as data returns are not submitted until end of May.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	92.8
Local Target ■	[annual]	[annual]	[annual]	96.0
Last Reported	N/A	96.0	96.0	96.0
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: High ● BFC Lead: Penny Reuter

NI 67: Percentage of child protection cases which were reviewed within required timescales



CAA Indicator (non-LAA)
Department: SCL

All Child Protection Reviews have been held on time. This indicator provides a snapshot of data for children subject to Child Protection Plans, as at 31 March in any given year, and the timeliness of all their reviews held during the year.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	100.0	100.0	100.0	100.0
Local Target	100.0	100.0	100.0	100.0
Last Reported	N/A	100.0	100.0	100.0
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from APA Dataset (September 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Penny Reuter

NI 70: Reduce emergency hospital admissions caused by unintentional and deliberate injuries to children and young people



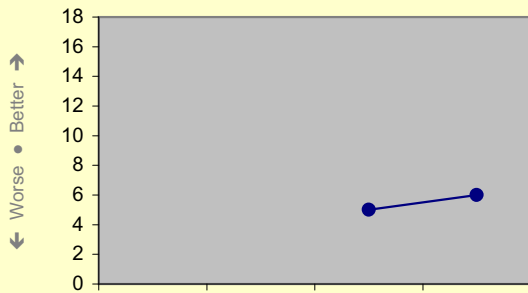
CAA Indicator (non-LAA)
Department: SCL

Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

Unit: Rate per 10,000 • Polarity: Low • BFC Lead: TBC (interim: TBC)

NI 71: Children who have run away from home/care overnight



CAA Indicator (non-LAA)
Department: SCL

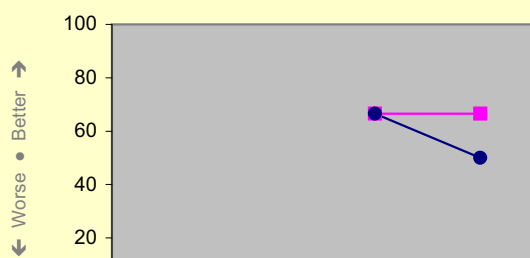
The outturn provided is based on a self-assessment in five discrete areas. Scoring is out of a possible 18 across the five areas.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	5	6
Local Target	N/A	N/A	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on a preliminary self-assessment. This CAA indicator has a snapshot target measured by self-assessment. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available.

Unit: Score (5-15) • Polarity: High • BFC Lead: Penny Reuter

NI 86: Secondary schools judged as having good or outstanding standards of behaviour



CAA Indicator (non-LAA)
Department: SCL

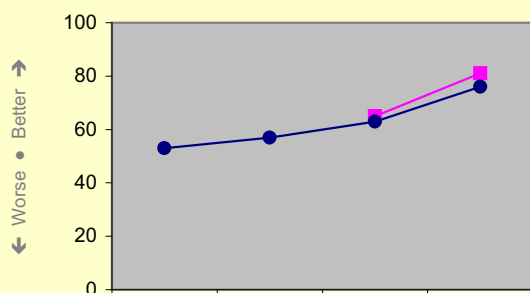
✗

The reduction is due to the change in grading for behaviour in one secondary school from the six in the Borough. Behaviour in the six secondary schools has been judged to be at least satisfactory and often good or outstanding. Where behaviour has been judged overall to be satisfactory, the inspection reports comment on a minority of students who show a lack of respect.

The current figure uses validated final data. This CAA indicator has a snapshot target measured by formal inspection. The 'last reported' figure is from OfSTED (April 2009). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Bob Welch

NI 88: Percentage of schools providing access to extended services



CAA Indicator (non-LAA)
Department: SCL

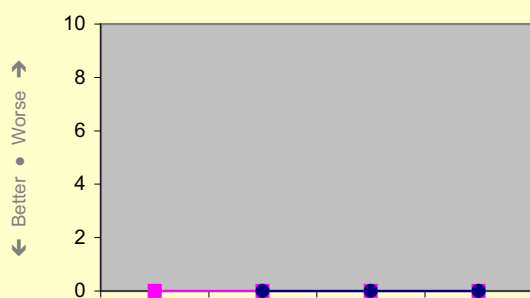
✗

The target for this indicator was just missed, though remedial action has been taken to meet the target. Schools must demonstrate that they meet all five elements of the core offer for extended services.

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Graham Symonds

NI 89.1: Reduction in number of schools judged as requiring special measures and improvement in time taken to come out of the category: (a) total number of schools in special measures



CAA Indicator (non-LAA)
Department: SCL

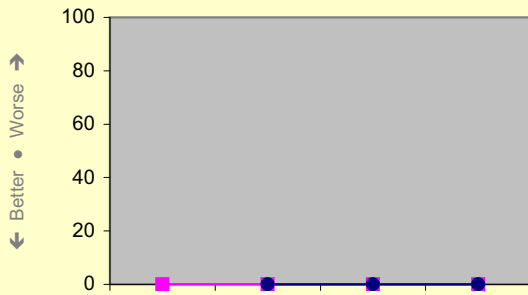
✓

There are no schools in the Borough judged as requiring special measures.

The current figure uses validated final data. This CAA indicator has a cumulative target measured by data collection. The 'last reported' figure is from OfSTED (October 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: Number • Polarity: Low • BFC Lead: Bob Welch

NI 89.2: Reduction in number of schools judged as requiring special measures and improvement in time taken to come out of the category: (b) average time spent by schools in special measures



CAA Indicator (non-LAA)
Department: SCL

There are no schools in the Borough judged as requiring special measures.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	0	0	0
Local Target ■	0	0	0	0
Last Reported	N/A	0	0	0
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	Best

The current figure uses validated final data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from OfSTED (October 2008). Benchmarking and quartile information is not currently available for this indicator.

Unit: Number • Polarity: Low • BFC Lead: Bob Welch

NI 91: Participation of 17 year-olds in education or training



CAA Indicator (non-LAA)
Department: SCL

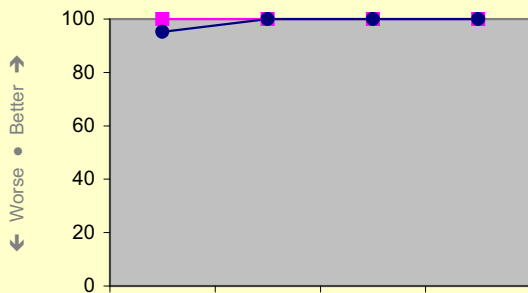
This indicator is calculated by the DCSF and is not dependent on local data. However, Connexions reports that 74 seventeen-year-olds were NEET in December 2008.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Martin Surrell

NI 103.1: SEN statements issued within 26 weeks: (a) Percentage of final SEN statements issued within 26 weeks, excluding exception cases, as a proportion of all statements issued in the year



CAA Indicator (non-LAA)
Department: SCL

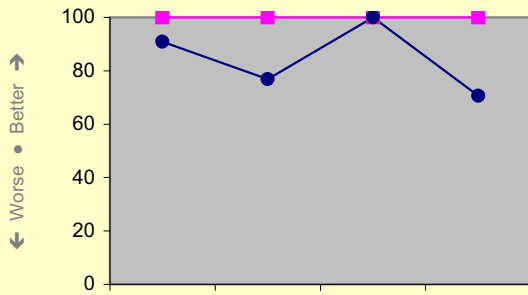
Cumulative to date figure at end of Quarter 4 is 97.8%. One statement was one day over the 26-weeks limit.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	95.2	100.0	100.0	100.0
Local Target ■	100.0	100.0	100.0	100.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from N/A (N/A). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Simon McKenzie

NI 103.2: SEN statements issued within 26 weeks: (b) Percentage of final SEN statements issued within 26 weeks as a proportion of all such statements issued in the year



CAA Indicator (non-LAA)
Department: SCL

Cumulative to date figure at end of Quarter 4 is 84.1%. During the year, nine statements with exception were not issued within 26 weeks - reasons for delays included parents requesting additional time to consider the school they wished to name, further assessment/advice required, etc.

The current figure uses validated final data. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from N/A (N/A). Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Simon McKenzie

NI 104: The Special Educational Needs (SEN)/non-SEN gap: achieving Key Stage 2 English and Maths threshold



CAA Indicator (non-LAA)
Department: SCL

Provisional result for academic year 2007/08 is 47.3%.

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number (% points) • Polarity: Low • BFC Lead: Simon McKenzie

NI 105: The Special Educational Needs (SEN)/non-SEN gap: achieving five A*-C GCSEs including English and Maths



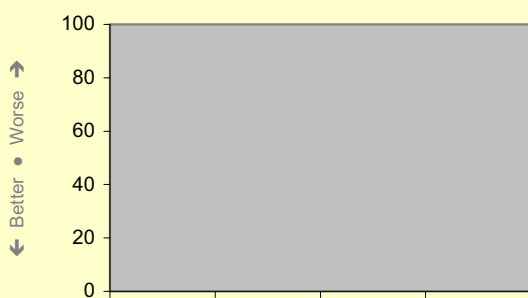
CAA Indicator (non-LAA)
Department: SCL

Result for academic year 2007/08 is 48%.

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number (% points) • Polarity: Low • BFC Lead: Simon McKenzie

NI 106: Young people from low income backgrounds progressing to higher education



CAA Indicator (non-LAA)
Department: SCL

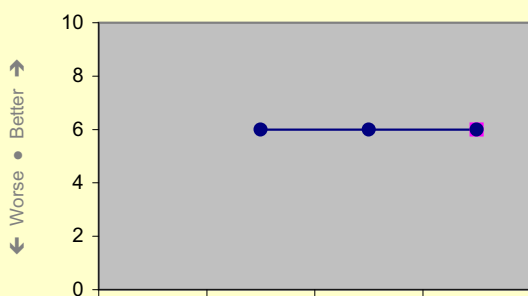
No outturn is currently available for this indicator.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number (% points) • Polarity: Low • BFC Lead: TBC

NI 109: Delivery of Sure Start Children's Centres



CAA Indicator (non-LAA)
Department: SCL

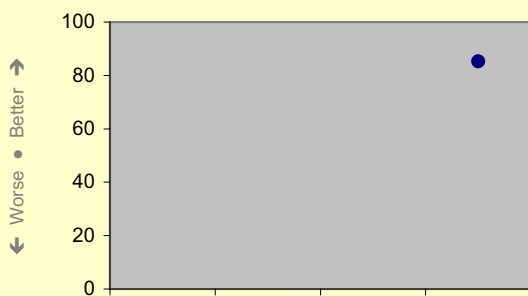
Good progress. The Authority was required to deliver six Children's Centres in Phase 2 of the programme, which ended in March 2008. All six were designated by the DCSF as meeting the criteria well in advance of this. Phase 3 requires the delivery of two more Children's Centres by March 2010.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	6	6	6
Local Target	[annual]	[annual]	[annual]	6
Last Reported	N/A	N/A	6	6
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Karen Frost

NI 110: Young people's participation in positive activities



CAA Indicator (non-LAA)
Department: SCL

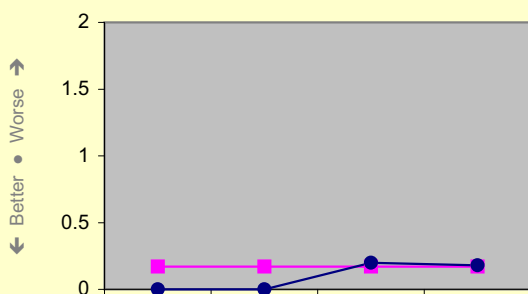
This is the outcome of the TellUs 3 Survey. The England average is 69.5% and the average of Bracknell Forest and its statistical neighbours is 74.6%. This represents excellent performance by Bracknell Forest.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	85.2
Local Target	[annual]	[annual]	[annual]	TBC
Last Reported	N/A	N/A	N/A	85.0
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	Best

The current figure uses validated current data. This CAA indicator has a snapshot target measured by survey. The 'last reported' figure is from the TellUs 3 Survey. Benchmarking information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Don McLaren

NI 114: Rate of permanent exclusions from school



Year: 2008/09	Q1	Q2	Q3	Q4
Current	0.00	0.00	0.20	0.17
Local Target	0.17	0.17	0.17	0.17
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

CAA Indicator (non-LAA)
Department: SCL

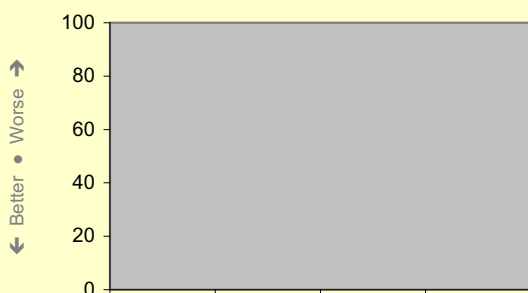
✘

Based on full academic year 2007/08. 27 Permanent exclusions, NOR 14840.

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Gloria King

NI 116: Proportion of children in poverty



Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	[annual]	[annual]	[annual]	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

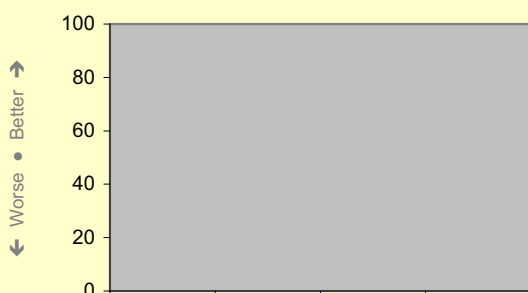
CAA Indicator (non-LAA)
Department: SCL

This is a new indicator for which data will be sourced and reported by DWP from national statistics not collated by local authorities. It is an annually reported indicator, with the first year's data being expected in late Spring 2009; however, it is not certain at this stage which year this data will relate to. Once this baseline data becomes available, we will be able to set targets.

No estimated outturn is currently available for this indicator. This CAA indicator has a complex snapshot target measured by data snapshot. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Martin Gocke

NI 118: Take up of formal childcare by low-income working families



Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	[annual]	[annual]	[annual]	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

CAA Indicator (non-LAA)
Department: SCL

This is a new indicator for which data will be sourced and reported by HMRC from national statistics not collated by local authorities. It is an annually reported indicator, with the first year's data being expected in late Spring 2009; however, it is not certain at this stage which year this data will relate to. Once this baseline data becomes available, we will be able to set targets.

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Martin Gocke

NI 161: Number of Level 1 qualifications in literacy (including ESOL) achieved



CAA Indicator (non-LAA)
Department: SCL

BFC (SCL) does not record input data relating to activity. National/locally extrapolated data sets are to be published annually; the LSC are, as yet, unable to confirm the publication date.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. This CAA indicator has a cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number ● Polarity: High ● BFC Lead: David Jones

NI 162: Number of Entry Level qualifications in numeracy achieved



CAA Indicator (non-LAA)
Department: SCL

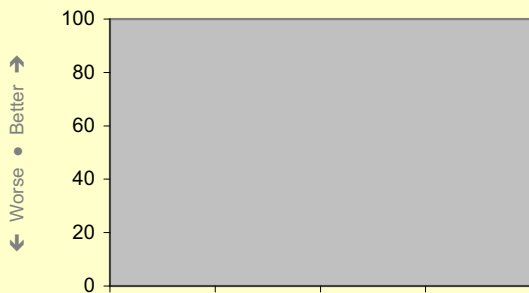
BFC (SCL) does not record input data relating to activity. National/locally extrapolated data sets are to be published annually; the LSC are, as yet, unable to confirm the publication date.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. This CAA indicator has a cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number ● Polarity: High ● BFC Lead: David Jones

NI 164: Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 3 or higher



CAA Indicator (non-LAA)
Department: SCL

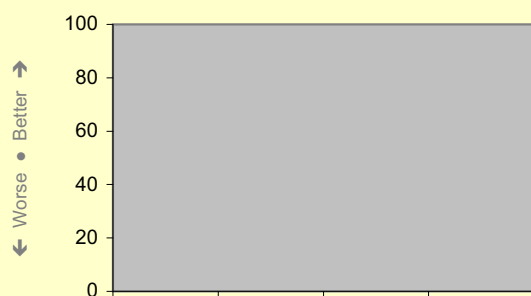
BFC (SCL) does not record input data relating to activity. National/locally extrapolated data sets are to be published annually; the LSC are, as yet, unable to confirm the publication date.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	52.2	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. This CAA indicator has a snapshot target measured by survey. No outcome for this indicator has yet been formally reported or published. Benchmark is from 2006/07 figures.

Unit: % ● Polarity: High ● BFC Lead: David Jones

NI 165: Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 4 or higher



CAA Indicator (non-LAA)
Department: SCL

BFC (SCL) does not record input data relating to activity. National/locally extrapolated data sets are to be published annually; the LSC are, as yet, unable to confirm the publication date.

Year: 2008/09	<u>Q1</u>	<u>Q2</u>	<u>Q3</u>	<u>Q4</u>
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	33.4	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmark is from 2006/07 figures.

Unit: % • Polarity: High • BFC Lead: David Jones

ACTIONS IN SUPPORT OF MTO 6		<u>Due Date</u>	<u>Owner</u>	<u>Comments</u>
6.1	Ensure all schools are good schools and continue to raise standards.			
6.1.1	Deliver actions of the CYPP 2006-2009 to support improvement (EA1-7, PC1-4, EW1-4, WT1).	As in CYPP	SCL	✓ <i>Actions continue to be completed in line with timetable. Key Stage 2 and Key Stage 4 test results show improvement in school performance in primary schools.</i>
6.1.2	Develop Draft 14-19 Education Plan (2008-2013) for consultation and subsequent approval. Plan to include implementation schedule for Diplomas.	Draft: Mar 08. Adoption: Jul 08	SCL	✓ <i>Plan approved and Diploma Gateway 3 application submitted.</i>
6.1.3	Support providers in the development of coordinated delivery (including timetable model, policies and procedures and Diploma Development Groups).	Review annually	SCL	✓ <i>Timetable model agreed in principle and included in Diploma Gateway 3 application.</i>
6.1.4	Continue to influence providers of learning programmes to match provision with the needs of the learner, including support for teachers in the analysis of data, and strategies to promote access to the curriculum and effective interventions.	Review annually	SCL	✓ <i>Support agreements (RAPs) monitored and issues reported to schools.</i>
6.1.5	Support schools in the implementation of the new secondary curriculum (phased from 2008).	Review annually	SCL	✓ <i>Planning for the new curriculum continues. Further work planned on increased flexibility at Key Stage 4.</i>
6.1.6	Support senior leaders in schools to evaluate school, group and individual attainment and progress and secure continued improvement.	Review annually	SCL	✓ <i>Meetings with all headteachers and their SIP to discuss pupil progress. Data supplied to schools.</i>
6.1.7	Support the implementation of the NEET Strategy Action Plan.	Review annually	SCL	✓ <i>Ongoing implementation of the plan.</i>
6.1.8	Work effectively towards strengthening partnership working to address needs of 14-19 year olds by means of the Children's Trust.	2009	SCL	✓ <i>Elements of Targeted Youth Support continue to be developed.</i>
6.1.9	Work with East Berkshire EBP to enhance the level of employer engagement in the 14-19 reform agenda.	Review annually	SCL	✓ <i>Work continues to strengthen links with local employers.</i>
6.1.10	Identify any gaps in provision, particularly for young people with LDD.	May 2008	SCL	✓ <i>SEN progression enhanced through use of target setting at special school.</i>

6.1.11	Increase participation in physical education and school sport through developing school club links, leadership and volunteering and competition.	Annually to 2011	SCL	✓	Confirmed data shows that 89% of young people are participating in two hours of high quality PE and sport; this remains 4% higher than the National PSA target for 2008, although it is 1% below the national average. Due to the strategy expanding to include 16-19 year olds, the percentage is predicted to fall due to a greater volume of young people being surveyed in the future.
6.1.12	Embed Early Years Foundation Stage across all early years provision, including schools, to improve FSP results, reducing the attainment gap.	Sep 2008	SCL	✓	CLLD consultant recruited. Ten settings to be targeted for support, advice and training to improve profile results in CLLD. Awareness training completed and more training being rolled out, to include observation planning and assessment. Training to implement EYFS ongoing. Whole staff training is making a difference, and the impact can be evidenced. Inclusion Development Programme being planned for roll out.
6.1.13	Ensure all schools are engaged in the National Healthy Schools Programme.	Annually to 2010	SCL	✓	Two further schools have achieved NHSS (increase to 89.4% of schools).
6.1.14	Promote healthy eating through encouraging increased take up of the Council-contracted school meals service by working with the Council-administered caterer and schools.	Mar 2009	SCL	✓	School Food Trust has promoted its Million Meals campaign to headteachers. Working group focussing on resolving impediments to increasing meal take-up.
6.1.15	Ensure that the Council-contracted school meals service complies with the nutritional guidelines set out in the new School Food Regulations.	Sep 2008	SCL	✓	Completed.
6.1.16	Lead the development of the Funding Formula for Schools to allocate objectively an appropriate level of resources through deprivation and low attainment data.	Apr 2008	SCL	✓	Funding Formula and level of resources updated.
6.1.17	Provide timely and consistent financial support to schools in difficulty.	Apr 2008 ongoing	SCL	✓	Support provided to four schools, all with satisfactory outcome.
6.1.18	Review recruitment and retention policies to ensure a professional qualified workforce is in place.	Review annually	SCL	✓	The bid to the TDA for secondary return-to-teaching programme was successful. Further work will begin on the course structure.
6.2	Make sure there are enough good school buildings for an expanding Borough, including building a replacement for Garth Hill College.				
6.2.1	Manage the Capital Programme and major projects such as Garth Hill College, Jennetts Park and the Open Learning Centre.	Mar 2009 (GHC); Review annually	SCL	✓	Management ongoing. Garth Hill College completion September 2010; Jennetts Park September 2011; Brakenhole OLC Summer 2009.
6.2.2	Produce and adopt the School Places Plan incorporating sufficiency planning.	Dec 2008	SCI	✓	Completed and adopted.
6.2.3	Complete the Primary Capital Strategy and submit to DCSF for approval.	Jun 2008	SCL	✓	Completed and submitted.
6.2.4	Complete and adopt the SC&L Capital Framework.	Jul 2008	SCL	✓	Completed and adopted.
6.2.5	Establish and implement a programme to review existing secondary masterplans and create new primary masterplans in conjunction with the Borough Planners.	Mar 2009	SCL	✓	Work ongoing and deadline extended into 2009/10 following invitation to revisit BSF programme from DCSF.

6.2.6	Design, procure and construct the new Post-16 Centre at Edgbarrow School.	Sep 2009	SCL	✓	<i>Design complete, tenders back at end of March 2009. Start delayed by LSC grant approval. Completion January 2010.</i>
6.2.7	Evaluate site options and undertake a feasibility and cost exercise for the creation of new Vocational Education accommodation and facilities in the Borough.	Mar 2009	SCL	✓	<i>Business cases received from schools and being evaluated.</i>
6.3	Commission a wide range of 'extended services', including opportunities in music and sport.				
6.3.1	Co-ordinate, plan and facilitate the delivery of extended services in and around schools and in the community.	Ongoing	SCL	✓	<i>Continued good progress. It is expected that five further schools will achieve 'full core offer' status by the end of March; there is active work with other schools to ensure 2009 targets are met. New work plan in place, informed by external review and recent Overview and Scrutiny report.</i>
6.3.2	Support local area ownership, accountability, planning and delivery through Area Steering Groups (ASG).	Ongoing	SCL	✓	<i>ASGs have all met and are currently effective. All have current area plans and will be planning work for 2009/10 in the April/May cycle.</i>
6.3.3	Promote high quality and appropriate support for children and families through the implementation of the Parenting Strategy, and the Common Assessment Framework.	Mar 2009	SCL	✓	<i>Common Assessment Framework continues to develop. Assessments completed now total 320 and cover a wide range of age groups of children with additional needs. Training ongoing and now built into a quarterly programme for multi-agency participation, jointly delivered by the CAF co-ordinator and the central training resource. Implementation of the Parenting Strategy continues and is progressing well: a parenting co-ordinator has been appointed to support continued development and implementation of the strategy. Two parenting experts now in post, located in the behaviour support team, delivering evidence-based programmes to support parents, as well as a wide range of one-day programmes being delivered across the Borough, commissioned by Extended Services. New funding is currently becoming available to support further development in parenting through targeted evidence-based intervention.</i>
6.4	Establish six new children's centres to give families access to integrated multi-agency services for young children.				
6.4.1	Improving basic skills across Early Years Services and Children's Centre workforce.	Ongoing	SCL	✓	<i>Staff with basic skills identified. Courses to be developed and accessible to PVI sector. Funding is now available through corporate training and local college. For all staff, and especially those who wish to progress to graduate leadership, bursaries available to pay for GSCE Maths and English.</i>
6.4.2	Evaluate site options and undertake a feasibility and cost exercise for new accommodation and facilities for the Family Tree Town Centre Nursery.	Aug 2008	SCL	✓	<i>Options report completed. Feasibility and cost report drafted.</i>
6.4.3	Establish two to three additional Children's Centres.	2011	SCL	✓	<i>Two new Children's Centres sites still in development.</i>
6.5	Invest in new youth facilities and targeted youth support.				

6.5.1	Commission new youth facilities.	Dec 2008	SCL	✓ <i>The partnership application made to BLF for MyPlace funding for the Wayz was unsuccessful in the first instance. However the bid has been kept on a reserve list. Plans are in hand for the bid to be refreshed and submitted to the BLF for next round. Research is informing future provision in the South Bracknell area, and draft proposals have been discussed with the Portfolio Holder for Children & Young People. The needs of the young people have been recognised within the masterplan for Great Hollands. Pilot activity with young people is taking place, which will test the ground for providing a young people's space in the town centre, given the effect of the economic downturn on the town centre regeneration project.</i>
6.5.2	Develop the integrated youth support arrangements into an effective mechanism for providing support for young people.	Mar 2009	SCL	✓ <i>This week saw the first of planned, regular meetings for staff from across all the teams based at 7, Portman Close. An action plan with SMART targets has been drafted for delivery over the next 18 months as part of a refocused Integrated Youth Support overview paper.</i>
6.5.4	Continue development of Xpresionz (young people's website) to provide up-to-date information on activities available to young people.	Ongoing	SCL	✓ <i>The Xpresionz website project is to be revisited by the Youth Forum. A development plan is anticipated, which will drive the future scope of this key communication channel.</i>
6.5.5	Target young people to take part in the Positive Activities for Young People Scheme (PAYP).	Ongoing	SCL	✓ <i>The PAYP scheme has been refocused to help deliver better planned outcomes for vulnerable young people. This has been achieved by more targeted referrals and a closer working partnership with referring agencies. An expansion of the number of places available is being scoped for 2009/10.</i>
6.5.6	Co-ordinate interagency delivery of support resources at NRG (NEET) centre.	Ongoing	SCL	✓ <i>The re-established stakeholders group is bedding in. The widening of the membership of this group has assisted in sourcing and using resources appropriately against need. This model of work is being successfully trialled in the Great Hollands area. There is a strong link being built between the work of the teenage pregnancy co-ordinator with a young parents group and NRG.</i>

6.6	Help schools manage behaviour and supporting young people at risk of exclusion from education, training or employment opportunities.			
6.6.1	Lead the development of the Funding Formula for Schools to allocate objectively an appropriate level of resources to support behaviour and attendance management.	Apr 2008	SCL	✓ <i>Funding Formula and level of resources updated.</i>
6.6.2	(i) Complete research project examining impact of behavioural interventions and (ii) disseminate to schools and support services.	(i) Sep 2008; (ii) Jan 2009	SCL	✓ <i>Overview and narrative report complete.</i>
6.6.3	Extend availability of online behaviour management training to staff in all Bracknell Forest schools.	Mar 2009	SCL	✓ <i>Behaviour Support Team trained and able to support training for schools staff.</i>
6.7	Set up effective integrated services for children and young people with special educational needs and disabilities.			
6.7.1	Develop a short break service transformation plan in line with Aiming Higher for Disabled Children and in partnership with the PCT.	Mar 2009	SCL	✓ <i>Achieved. Transformation and short break plan has been agreed by LA, PCT and Children's Trust and submitted to DCSF.</i>
6.7.2	Improve the dissemination of information to hard to reach parents of disabled children.	Mar 2009	SCL	✓ <i>The Aiming High for Disabled Children (AHDC) Strategy submitted to DCSF includes actions to improve the provision of information. A parent participation event and actions such as writing to all parents of statemented children has increased parental involvement in the AHDC agenda.</i>
6.7.3	Ensure sufficient childcare for disabled children and young people.	2011	SCL	✓ <i>Ongoing.</i>
6.8	Improve the lives of children in care through better corporate parenting and effective commissioning of placements.			
6.8.1	Establish the Children in Care Council.	Sep 2008	SCL	✓ <i>Achieved.</i>
6.8.2	Increase the range of placements available within Bracknell Forest, particularly for older young people and those with complex needs, including those with disabilities.	Mar 2009	SCL	✗ <i>Recruitment activities for short break carers has raised the number of people interested in being assessed and this is being taken forward. The demand for placements for teenagers is volatile and cannot always be met locally.</i>
6.8.3	Further develop the support for the education of looked after children to extend the range of provision.	Sep 2008	SCL	✓ <i>A conference is being arranged in the summer term for designated teachers within schools to develop understanding and plans for looked after children and children on the edge of care. Work with schools and parents regarding the education needs of adopted children has also started.</i>
6.9	Put in place new measures to ensure the safety and well-being of children and young people.			
6.9.1	Implement the 'Signs of Safety' model for working with children, young people and their families.	Mar 2009	SCL	✓ <i>The LSCB has endorsed a pilot of the Signs of Safety approach with CP Conferences from April to July 2009. This will be evaluated and brought back to the LSCB in December 2009.</i>
6.9.2	Implement the multi-agency needs / risks matrix across all agencies.	Dec 2008	SCL	✓ <i>The matrix has been distributed to schools and a number of other agencies. A plan has been made to disseminate the matrix to adult services.</i>
6.9.3	Implement a comprehensive auditing programme for social care records.	Ongoing	SCL	✓ <i>The audit has been adapted to reflect the Haringey JAR findings and will be utilised from April 2009.</i>

6.9.4	Provide safer recruitment/workforce training to managers across the children's workforce, including PVI sectors.	Mar 2009	SCL	✓ 76% of headteachers completed training programme. 109 managers across the children's workforce trained. 35 school governors completed training. HR team received refresher training.
6.9.5	Lead on the introduction of the Vetting and Barring Scheme.	Autumn 2008	SCL	✗ The government has announced a further delay in the implementation of the Vetting and Barring Scheme. The scheme will now be introduced from July 2010, when applications for membership will commence.
6.9.6	Improve support in pre-schools, nurseries and child-minding provision. Partnership project with PLA and joint working with Extended Services Coordinators. Work through Children's Centres into other provision.	2011	SCL	✓ Possibility of exploring the development of the project into primary schools, for continuity.
6.9.7	Develop the new Children's Trust into an effective body that analyses local need and commissions appropriate services.	Mar 2009	SCL	✓ The CYP Trust continues to develop in line with local and national drivers. Engagement with the DCSF Commissioning Support Programme is ongoing and a draft Joint Commissioning Framework is almost completed, which will support further development in this area; engagement with the programme remains ongoing. A review of the Trust in relation to structure and governance has also been underway, with a view to improving the structure and to respond to the recommendations in the Lord Laming report recently published. A workshop is due to take place between the CYP Trust Executive and the consultant engaged to carry out the review, the outcome of which will inform the future workplan of the Trust.
6.9.8	Continue to develop innovative approaches to reducing under-18 conceptions in line with the local strategy.	Mar 2009	SCL	✓ Providing young people with access to sexual health support and services in schools and the community. Supporting schools in the delivery of SRE; delivery of Speakeasy training targeted at parents. Sexual Health Promotion campaigns throughout Bracknell Forest planned. Discussions are in hand with representatives from the PCT to consider the appointment of a young people's worker based on a health-led agenda.

OPERATIONAL RISKS TO MTO 6		Owner	Progress on Mitigation Actions
6.5	Achievement of targets will continue to depend on consistent improvement in schools, stability of staffing, and in particular the contribution of high quality leadership. A significant number of experienced headteachers will retire over the next three years. Mitigation: Recruitment, retention and succession planning, particularly of high calibre senior leaders will be a key focus of the LA team.	SCL	Actions to mitigate risk continue – no further risks identified. Revised/New Risk: None.
6.6	Further development of the synchronised timetable requires schools to consult with stakeholders – may be some opposition to the proposals which delays implementation. Mitigation: Advisors will continue to monitor.	SCL	Actions to mitigate risk continue – no further risks identified. Revised/New Risk: None.

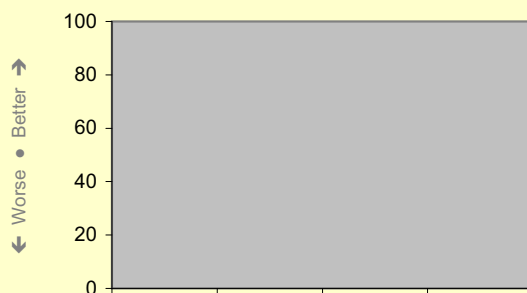
6.7	Partners may fail to agree on the details of the 14-19 Education Plan. Mitigation: Document widely consulted on prior to approval.	SCL	Risk no longer valid. Revised/New Risk: None.
6.8	Employers may be reluctant to engage in the education agenda, which would inhibit the success of the East Berks EBP action plan. Mitigation: See East Berks EBP Action Plan.	SCL	Actions to mitigate risk continue – no further risks identified. Revised/New Risk: None.
6.9	Further resource may be required to address the proportion of young people NEET. Mitigation: See CYPP and NEET Strategy Action Plan.	SCL	NEET numbers have risen as a result of the economic downturn. Further measures are currently being considered to address this issue. Revised/New Risk: None.
6.10	Number of School Sports Coordinators in post. Mitigation: See CYPP.	SCL	Actions to monitor risk in place. No adverse effect during this quarter. Revised/New Risk: None.
6.11	Recruitment and retention of high quality staff. Mitigation: Recruitment, retention and succession planning. Advisors will continue to monitor.	SCL	Actions to monitor risk in place. No adverse effect during this quarter. Revised/New Risk: None.
6.12	Target for school meals is largely dependent on promotional activity by schools and response from parents over which the Council has no direct control. Mitigation: See CYPP.	SCL	Actions to monitor risk in place. No adverse effect during this quarter. Revised/New Risk: None.

Medium-Term Objective 7:

Seek to ensure that every resident feels included and able to access the services they need.

PERFORMANCE INDICATORS FOR MTO 7

NI 13: Migrants' English language skills and knowledge



CAA Indicator (non-LAA)

Department: SCL

BFC (SCL) does not record input data relating to activity. National/locally extrapolated data sets are to be published annually; the LSC are, as yet, unable to confirm the publication date.

No estimated outcome is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: David Jones

ACTIONS IN SUPPORT OF MTO 7

Due Date Owner Comments

7.2	Use innovative methods of engaging local residents in decisions that affect them, particularly targeting 'hard to reach' groups to listen to their views.			
7.2.16	Prepare user involvement strategy for Adult Social Care.	Aug 2008	SCL	✓ <i>Achieved.</i>
7.2.17	Engage communities in identifying needs, with particular attention to the needs of vulnerable and disadvantaged groups.	Dec 2008	SCL	✓ <i>Where possible, continued support to schools to focus activities at vulnerable and disadvantaged children and families. Preparatory work undertaken to implement government-funded pilot scheme to address economic disadvantage in 2009/10.</i>
7.4	Improve support in schools for minority ethnic communities with English as an additional language needs.			
7.4.1	Develop learning and teaching opportunities across the curriculum to value diversity whilst promoting shared values.	Sep 2009	SCL	✓ <i>"Induction and Support Pack for Admitting New Arrivals" introduced in two secondary schools - indications of accelerated progress in language development.</i>

7.4.2	Further develop teachers' knowledge, skills and confidence in: teaching pupils who are at the early stages of acquiring English as an additional language; and teaching learning and literacy for advanced EAL learners.	Sep 2009	SCL	✓	<i>EAL coordinators network meeting used as an opportunity for colleagues to showcase examples of good practice in their schools. Current action plans devised in conjunction with National Strategies recommendations.</i>
7.4.3	Support for bilingual parents to participate actively in the education of their children.	Sep 2009	SCL	✓	<i>"Welcome to Bracknell Forest Guide" translated into Urdu. Schools encouraged to identify their "priority" languages.</i>
7.4.4	Citizenship schemes of work include opportunities for pupils to learn about the legal and human rights that underpin society and encourage pupils to examine their own beliefs and preconceptions.	Sep 2009	SCL	✓	<i>A multicultural calendar, developed by the EAL & Diversity team, supports schools to celebrate significant dates in pupils' lives.</i>
7.4.5	Promote equity and high standards for all by identifying underachievement by any particular group of minority ethnic pupils.	Sep 2009	SCL	✓	<i>Underachieving groups identified. Subject-specific resources developed to address individual pupils' teaching and learning needs.</i>
7.4.6	Analyse SATs and GCSE data to identify underachieving groups. Plan and monitor interventions to address underachievement. Record impact on pupils' rate of progress.	Sep 2009	SCL	✓	<i>Data analysed by individual schools and underachievement identified. Relevant summaries passed to department/year heads. Interventions planned.</i>
7.4.7	Establish school systems and policies and disseminate to staff to meet the academic and social needs of all pupils.	Sep 2009	SCL	✓	<i>Community drop-in events and open evenings planned for particular sections of the community. Community link worker, based in the College Town schools, has been appointed.</i>
7.5	Implement a Disability Equality Scheme and Gender Equality Scheme, and implement the Council's Race Equality Scheme.				
7.5.7	Implement the Disability Equality Scheme, the Gender Equality Scheme and the Race Equality Scheme actions due for completion in 2008/09, and progress those actions due for completion in later years.	Mar 2009 and ongoing	CPS CXO ECC SCL	✓	<i>CPS: Activities in plans underway. Full annual monitoring will be completed in Q1 2009/10. ECC: All actions on target.</i>
7.5.8	Conduct impact assessments on all new and revised policies and strategies.	Ongoing	CPS CXO ECC SCL	✓	<i>CPS: Awareness has been raised on the importance of conducting EIAs through presentations, reports and training for staff. A significant number of EIAs due for review were finalised by the end of March and published in April. Ongoing training and support is on offer, and a three-year rolling programme will be developed in Quarter 1 2009/10. The following EIAs have been published by Corporate Services in Q4 2008/09: Corporate Health and Safety Policy. ECC: Amen Corner Action plan EIA published during the quarter. The review of the functional EIAs is nearing completion ready for publication in Quarter 1 2009/10.</i>

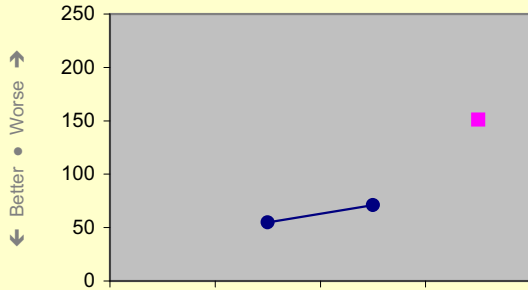
7.6	Increase access to services by electronic means.			
7.6.7	Project manage the implementation of software to support electronic referrals from the Acute Trust, PCT and Social Care across East Berkshire for Single Assessment Process in Adult Social Care.	May 2008	SCL	✓ Complete.
7.6.8	Implement an electronic process for requesting and receiving a blue badge.	Oct 2008	SCL	✓ Online request now available; phase two of this project will look at the possibility of using the photos people currently use to obtain their Edge card, which will further enhance and streamline the process.
7.6.9	Make the self-assessment questionnaire (to determine the resource allocation) for adult with learning disabilities available for completion and submission on line.	Mar 2009	SCL	✓ As the work with Transforming Adult Social Care progresses, the SAQ is being reviewed to ensure that there is one RAS in line with government expectations.
OPERATIONAL RISKS TO MTO 7			Owner	Progress on Mitigation Actions
7.7	The level of diversity is increasing in the LA and the speed of change presents a challenge. 73 languages other than English are spoken in Bracknell Forest schools. Mitigation: See CYPP.		SCL	Actions to monitor risk in place. No adverse effect during this quarter. Revised/New Risk: None.
7.8	Withdrawal of the additional funding to support further work with learners for whom English is not their first language would put at risk the progress that has already been made. Mitigation: See CYPP.		SCL	Actions to mitigate risk continue – no further risks identified. Revised/New Risk: None.

**PRIORITY FOUR:
CREATE A BOROUGH WHERE PEOPLE ARE, AND FEEL, SAFE**

**Medium-Term Objective 8:
Reduce crime and increase people's sense of safety in the Borough.**

PERFORMANCE INDICATORS FOR MTO 8

NI 111: First time entrants to the Youth Justice System aged 10-17



LAA INDICATOR (Designated)

Department: SCL

✓

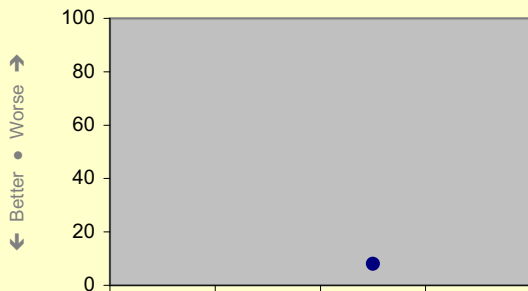
Cumulative to-date figure at end of Quarter 3 is 71. Baseline is 155, with target reduction of 2% per annum. It should be noted that the DCSF are now using data drawn from PNC database to measure this indicator. Locally, only YOS and local police data is available - this may differ from data on the PNC database.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	55	71	N/A
LAA Target ■	[annual]	[annual]	[annual]	151
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This LAA (Designated) indicator has a cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Rate per 100k pop. 10<18 yrs ● Polarity: Low ● BFC Lead: K. Roberts

NI 19: Rate of proven re-offending by young offenders



CAA Indicator (non-LAA)

Department: SCL

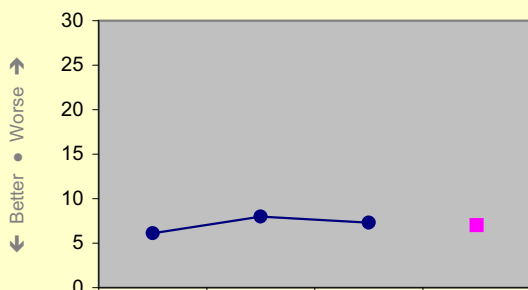
Cumulative to date figure at end of Quarter 3 is 8. Data at end of Quarter 4 will be unavailable until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	8	N/A
Local Target ■	TBC	TBC	TBC	down 1.1%
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Rate ● Polarity: Low ● BFC Lead: Karen Roberts

NI 43: Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody



CAA Indicator (non-LAA)

Department: SCL

Cumulative to date figure at end of Quarter 3 is 7.3%. Data at end of Quarter 4 will be unavailable until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	6.1	8.0	7.3	N/A
Local Target ■	[annual]	[annual]	[annual]	7.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: Low ● BFC Lead: Karen Roberts

NI 44: Ethnic composition of offenders on Youth Justice System disposals



CAA Indicator (non-LAA)
Department: SCL

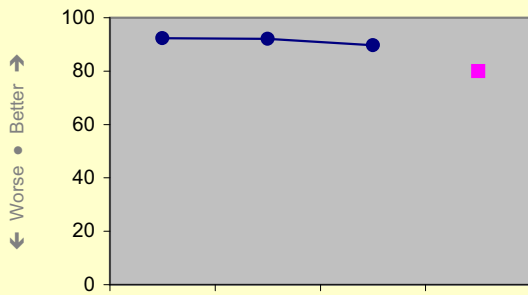
No target set as numbers not significant (too small).

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: Low • BFC Lead: Karen Roberts

NI 45: Young offenders' engagement in suitable education, employment or training



CAA Indicator (non-LAA)
Department: SCL

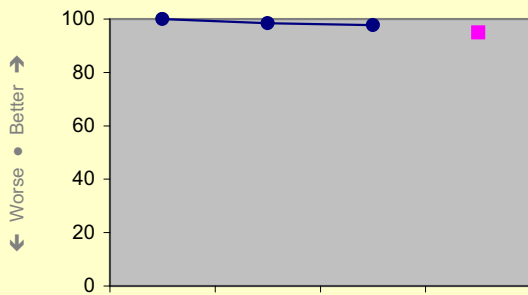
Cumulative to date figure at end of Quarter 3 is 89.7%. Data at end of Quarter 4 will be unavailable until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	92.3	92.1	89.7	N/A
Local Target ■	[annual]	[annual]	[annual]	80.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Karen Roberts

NI 46: Young offenders' access to suitable accommodation



CAA Indicator (non-LAA)
Department: SCL

Cumulative to date figure at end of Quarter 3 is 97.7%. Data at end of Quarter 4 will be unavailable until end of May 2009.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	100.0	98.4	97.7	N/A
Local Target ■	[annual]	[annual]	[annual]	95.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Karen Roberts

NI 115: Substance misuse by young people



CAA Indicator (non-LAA)
Department: SCL

This is the outcome of the TellUs 3 Survey. The average for England is 10.9% and the average for Bracknell Forest and its statistical neighbours is 10.9%. This represents very good performance.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	4.5
Local Target ■	[annual]	[annual]	[annual]	TBC
Last Reported	N/A	N/A	N/A	4.5
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a snapshot target measured by survey. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

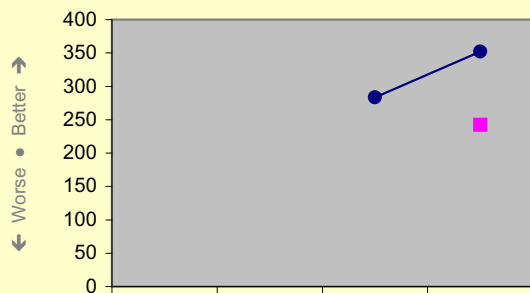
Unit: % • Polarity: Low • BFC Lead: Jillian Hunt

ACTIONS IN SUPPORT OF MTO 8		<u>Due Date</u>	<u>Owner</u>	<u>Comments</u>
8.1	Work with the Crime and Disorder Reduction Partnership to reduce crime by 3% each year by 2011.			
8.1.6	Implement actions in the new Capacity and Capability Self- Assessment.	TBC	SCL	✓ <i>Actions being implemented as YOS core business.</i>
8.1.7	Implement new national YOS performance framework (relating to six YOS targets in the new national indicator set).	TBC	SCL	✓ <i>Implemented.</i>
8.1.8	Implement the YOS Inspection Improvement Plan.	Mar 2009	SCL	✓ <i>Implemented.</i>
8.5	Reduce the number of people, particularly young people, abusing drugs and alcohol.			
8.5.1	Implement the young people's substance misuse treatment plan.	Mar 2009	SCL	✓ <i>Achieved.</i>

OPERATIONAL RISKS TO MTO 8	<u>Owner</u>	<u>Progress on Mitigation Actions</u>
Medium-Term Objective 9: Promote independence and choice for vulnerable adults and older people.		

PERFORMANCE INDICATORS FOR MTO 9

NI 130: Social Care clients receiving Self Directed Support per 100,000 population



LAA INDICATOR (Designated)
Department: SCL

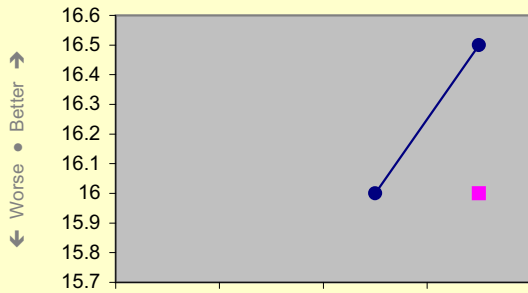
Figures include self-directed support clients from the Learning Disabilities team and represent performance above target.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	283.4	351.8
LAA Target ■	[annual]	[annual]	[annual]	242.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on latest available data which relates to an earlier period. This LAA (Designated) indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Rate per 100k pop. • Polarity: High • BFC Lead: Zoe Johnstone

NI 135: Carers receiving needs assessment or review and a specific carer's service, or advice and information



LAA INDICATOR (Designated)

Department: SCL

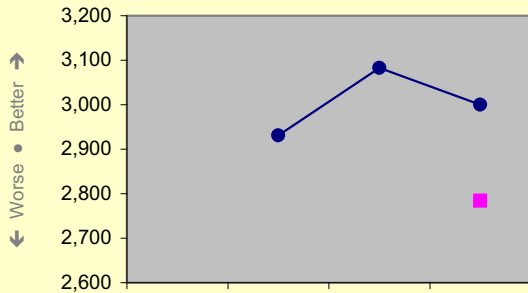
This outturn exceeds the target and represents good performance.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	16.0	16.5
LAA Target	[annual]	[annual]	[annual]	16.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This LAA (Designated) indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Mira Haynes

NI 136: People supported to live independently through social services (all adults)



LAA INDICATOR (Designated)

Department: SCL

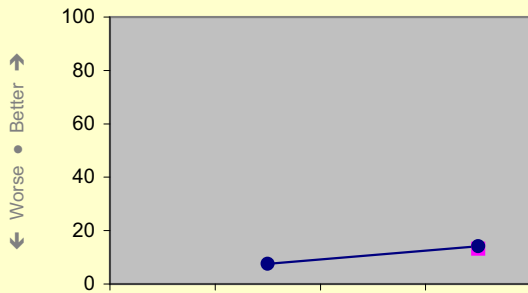
Outturn includes this year's Grant Funded Services data and is exceeding target.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	2,931	3,083	3,000
LAA Target	[annual]	[annual]	[annual]	2,784
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This LAA (Designated) indicator has a complex snapshot target measured by data snapshot. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Rate per wghtd 100k pop • Polarity: High • BFC Lead: Zoe Johnstone

NI 146: Adults with learning disabilities in employment



LAA INDICATOR (Designated)

Department: SCL

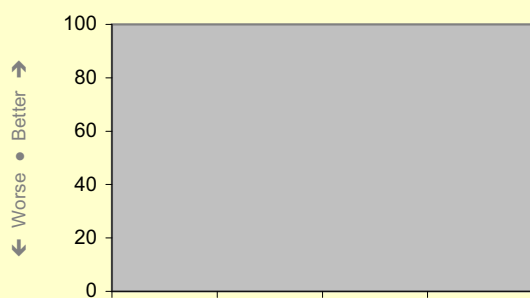
We have hit our target of 39 people, despite the challenging economic climate.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	7.5	N/A	14.2
LAA Target	[annual]	[annual]	[annual]	13.2
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This LAA (Designated) indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Zoe Johnstone

NI 124: People with a long-term condition supported to be independent and in control of their condition



CAA Indicator (non-LAA)
Department: SCL

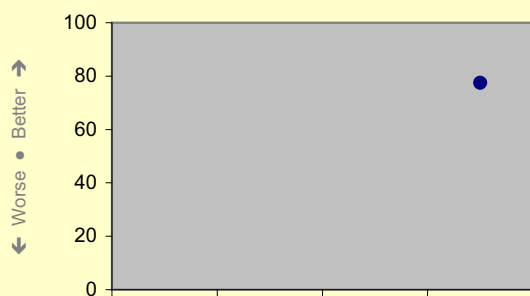
Data, which is to be sourced from the PCT's Patient Survey, is not yet available.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. This CAA indicator has a snapshot target measured by survey. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: High ● BFC Lead: Mira Haynes

NI 125: Achieving independence for older people through rehabilitation/intermediate care



CAA Indicator (non-LAA)
Department: SCL

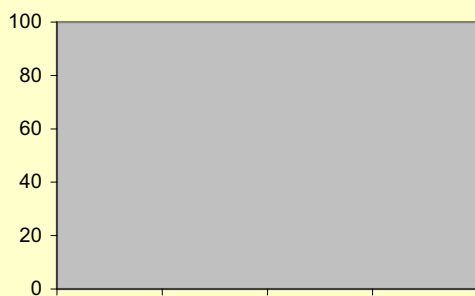
Figures represent those aged 65 and over discharged from hospital who were at home 91 days following discharge, as a percentage of all people discharged where the intention was for the person to return home.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	77.4
Local Target ■	[annual]	[annual]	[annual]	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: High ● BFC Lead: Joan Gittins

NI 127: Self reported experience of social care users



CAA Indicator (non-LAA)
Department: SCL

This indicator has been deferred until 2009/10.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	N/A
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: TBC ● Polarity: TBC ● BFC Lead: Glyn Jones

NI 128: User reported measure of respect and dignity in their treatment



CAA Indicator (non-LAA)
Department: SCL

This indicator has been deferred until 2009/10.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outcome is currently available for this indicator. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: TBC • Polarity: TBC • BFC Lead: Glyn Jones

NI 129: End of life care -- access to appropriate care enabling people to be able to choose to die at home



CAA Indicator (non-LAA)
Department: SCL

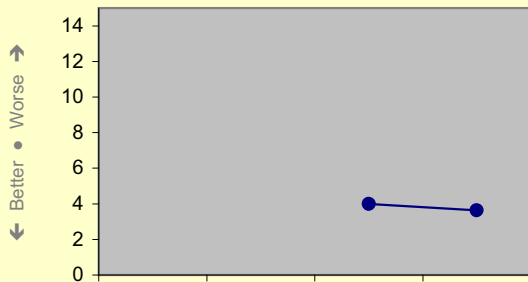
Data and commentary on this indicator is still awaited from the PCT.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	N/A	N/A
Local Target	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No information on this indicator has been received from the PCT.

Unit: % • Polarity: High • BFC Lead: Joan Gittins

NI 131: Delayed transfers of care



CAA Indicator (non-LAA)
Department: SCL

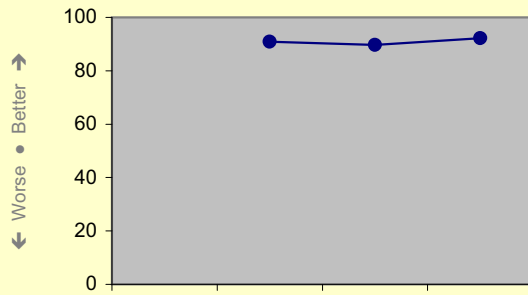
Data is obtained via monthly update from the NHS UNIFY system, and discharges are monitored continually within the Community Response & Reablement team. This represents very good performance.

Year: 2008/09	Q1	Q2	Q3	Q4
Current	N/A	N/A	3.99	3.63
Local Target	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on latest available data which relates to an earlier period. This CAA indicator has a complex cumulative target measured by data collection. No outcome for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Rate • Polarity: Low • BFC Lead: Joan Gittins

NI 132: Timeliness of social care assessment (all adults)



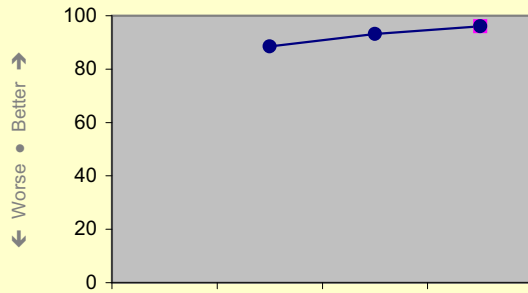
CAA Indicator (non-LAA)
Department: SCL

Data is collated from BFC's own database systems.

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Joan Gittins

NI 133: Timeliness of social care packages following assessment



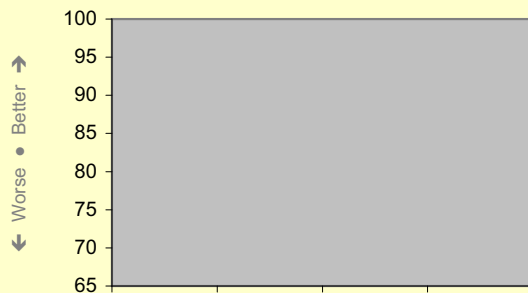
CAA Indicator (non-LAA)
Department: SCL

This data is collated from Bracknell Forest's own database systems and although not targeted, represents strong performance.

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Joan Gittins

NI 137: Healthy life expectancy at age 65



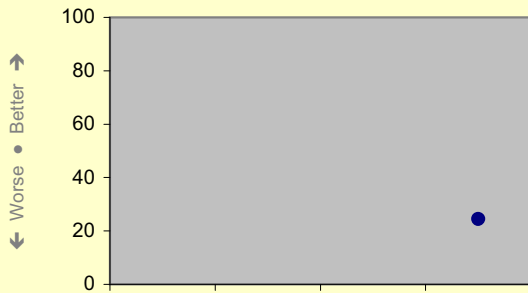
CAA Indicator (non-LAA)
Department: SCL

This indicator has been deferred until 2009/10.

No estimated outturn is currently available for this indicator. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: Number • Polarity: High • BFC Lead: Mira Haynes

NI 139: The extent to which older people receive the support they need to live independently at home



CAA Indicator (non-LAA)
Department: SCL

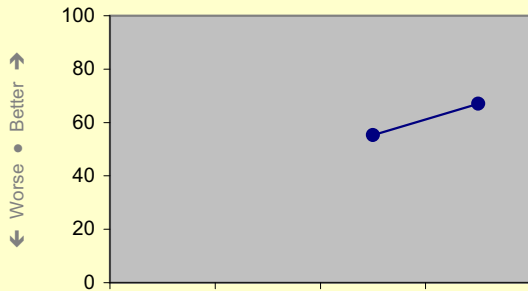
The outturn cited is the weighted result of the 2008 Place Survey. The CLG has still not yet released the national dataset, so this figure will continue to be reported in quarterly reports until we can include some national comparative and benchmarking information.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	24.5
Local Target ■	[annual]	[annual]	[annual]	TBC
Last Reported	N/A	N/A	N/A	24.5
Benchmark	N/A	N/A	N/A	31.5
Current Quartile	N/A	N/A	N/A	Worst

The current figure is based on validated final data. This CAA indicator has a snapshot target measured by survey. The 'last reported' figure is from the Place Survey (2008). Quartile shows the position of the current figure within the figures for all UAs in the PwC Benchmarking Club. Benchmark is the 75th percentile in the same figures.

Unit: TBC ● Polarity: High ● BFC Lead: Mira Haynes

NI 145: Adults with learning disabilities in settled accommodation



CAA Indicator (non-LAA)
Department: SCL

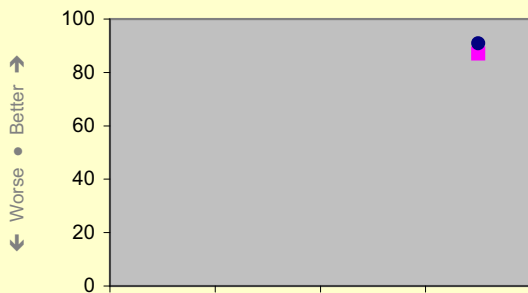
Outturn for this indicator has been calculated using internal systems and represents an improvement on last quarter.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	55.3	67.0
Local Target ■	N/A	N/A	N/A	N/A
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: High ● BFC Lead: Zoe Johnstone

NI 147: Care leavers in suitable accommodation



CAA Indicator (non-LAA)
Department: SCL

Cumulative to date figure at end of Quarter 4 is 90.9%. This equates to 10 out of 11 young people.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	90.9
Local Target ■	[annual]	[annual]	[annual]	87.0
Last Reported	N/A	87.5	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from N/A (N/A). Benchmarking and quartile information is not currently available for this indicator.

Unit: % ● Polarity: High ● BFC Lead: Penny Reuter

NI 148: Care leavers in suitable education, employment or training



CAA Indicator (non-LAA)
Department: SCL

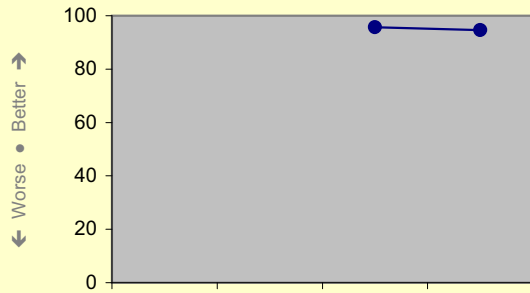
X
Cumulative to date figure at end of Quarter 4 is 36.4%. This equates to four out of 11 young people. It should be noted that four of the young people have complex learning difficulties.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	N/A	36.4
Local Target ■	[annual]	[annual]	[annual]	68.0
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

No estimated outturn is currently available for this indicator. This CAA indicator has a complex cumulative target measured by data collection. The 'last reported' figure is from N/A (N/A). Benchmarking and quartile information is no currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Penny Reuter

NI 149: Adults receiving secondary mental health services in settled accommodation



CAA Indicator (non-LAA)
Department: SCL

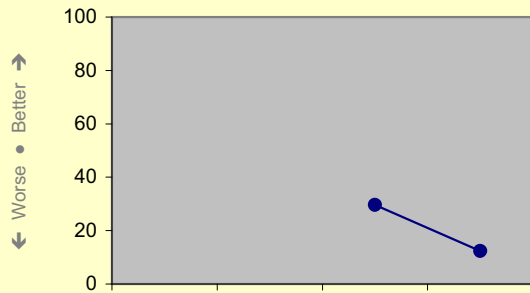
Data is extracted from the Epex system. There is no target for 2008/09.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	95.7	94.6
Local Target ■	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Barbara Rodriguez

NI 150: Adults receiving secondary mental health services in employment



CAA Indicator (non-LAA)
Department: SCL

Data is extracted from the Epex system. There is no target for 2008/09.

Year: 2008/09	Q1	Q2	Q3	Q4
Current ●	N/A	N/A	29.6	12.4
Local Target ■	TBC	TBC	TBC	TBC
Last Reported	N/A	N/A	N/A	N/A
Benchmark	N/A	N/A	N/A	N/A
Current Quartile	N/A	N/A	N/A	N/A

The current estimate is based on unvalidated current data. This CAA indicator has a complex cumulative target measured by data collection. No outturn for this indicator has yet been formally reported or published. Benchmarking and quartile information is not currently available for this indicator.

Unit: % • Polarity: High • BFC Lead: Barbara Rodriguez

ACTIONS IN SUPPORT OF MTO 9		<u>Due Date</u>	<u>Owner</u>	<u>Comments</u>
9.1	Modernise services for vulnerable adults and older people by reducing reliance on residential care and improving access to community-based services.			
9.1.1	Submit project plan to CMT regarding social care transformation.	May 2008	SCL	✓ <i>Achieved.</i>
9.1.2	All referrals to Adult Social Care will be supported by the Integrated Community Response Team, who will work with the individual to optimise their independence, enabling them to access appropriate community services, reducing the need for ongoing support and residential care.	Oct 2008	SCL	✓ <i>Achieved.</i>
9.1.3	Work in partnership with Berkshire East Primary Care Trust to develop an integrated team for people with a long-term condition, to enable support, advice and a multi-agency approach to promoting well-being.	Apr 2008	SCL	✓ <i>Achieved.</i>
9.1.5	Undertake a review of accommodation for older people.	Mar 2009	SCL	✓ <i>On target – linked to production of Housing Strategy (consultation version in January 2009).</i>
9.2	Increase the number of people having direct control of the budgets for their care.			
9.2.1	Work with the Learning and Skills Council to develop an outcome-based commissioning tool for people with a long-term condition, which will put the individual in control of their care and support.	Sep 2008	SCL	✓ <i>Initial partnership work with Skills for Care now complete. Awaiting the launch of the commissioning tool from Skills for Care.</i>
9.2.2	Develop a specialist brokerage service to provide support to individuals to enable them to use a direct payment to recruit and employ their own staff.	Mar 2009	SCL	✓ <i>We are working actively with Shop4Support to establish this service within the requirements of employment law.</i>
9.2.3	Develop a safeguarding adults awareness-raising programme to provide support and advice to vulnerable groups.	Mar 2009	SCL	✓ <i>Achieved.</i>
9.4	Improve the Council's star rating for Adult Social Services by 2008.			
9.4.1	Monitor performance against all key targets in monthly performance monitoring meetings, and agree and plan appropriate action.	Jan 1900	SCL	✓ <i>Complete though ongoing review.</i>
9.5	Provide advice and support to vulnerable people to help maintain them in their own homes.			
9.5.1	Develop practical and accurate data collection processes.	Jan 1900	SCL	✓ <i>Complete though ongoing review.</i>
9.5.2	Produce advice and information in a range of appropriate formats and use all communication channels to disseminate, including internet. This will be developed through the ongoing 'transforming ASC' work.	Jan 1900	SCL	✓ <i>Work is ongoing.</i>
OPERATIONAL RISKS TO MTO 9			<u>Owner</u>	<u>Progress on Mitigation Actions</u>

PRIORITY FIVE: VALUE FOR MONEY				
Medium-Term Objective 10: Be accountable and provide excellent value for money.				
PERFORMANCE INDICATORS FOR MTO 10				
ACTIONS IN SUPPORT OF MTO 10				
		<u>Due Date</u>	<u>Owner</u>	<u>Comments</u>
10.2	Implement a four year 'efficiency' programme to reduce spending to sustainable levels.			
10.2.10	Establish regional commissioning opportunities for placements of children in care or with disabilities.	2010/11	SCL	✓ <i>The Children's Regional Arrangements Group (CRAG) continues to meet. This group sets the South East region's anticipated percentage increase in charges for independent special schools and children's homes. Percentages in excess require follow-up from a regional representative. This has resulted in recent years in reducing annual percentage increases. CRAG representatives also visit schools and children's homes to monitor practice. Work continues with the PCT and neighbouring authorities to develop further short break and placement opportunities for disabled children.</i>
10.2.11	Deliver the financial analysis to support the feasibility of creating a purpose-built residential home for looked after children.	Dec 2008	SCL	✓ <i>Financial analysis does not support this development. Not now to proceed.</i>
10.2.12	Improve management of contracts for external placements of looked after children.	Aug 2008	SCL	✗ <i>Resignation of a member of staff in the critical Student Finance function has required short-term unplanned diversion of the contracts monitoring officer.</i>
10.2.13	Review/update existing building surveys. Update, consult on and finalise adoption by DMT of Asset Management Plan (AMP), to include Adult Social Care establishments.	Aug 2008	SCL	✓ <i>AMP completed - building surveys of Adult Social Care establishments being commissioned.</i>
10.4	Work effectively with partners to improve the quality of life in the Borough.			
10.4.11	Put in place a Section 75 agreement (Health Act 1999) to cover all aspects of finance and governance for the Community Response and Reablement Services of Adult Social Care and PCT.	May 2008	SCL	✓ <i>Achieved.</i>
10.4.12	Work with partner agencies to implement the national ContactPoint database.	Feb 2009	SCL	✓ <i>Work is continuing on ContactPoint with those partner organisations who work with Bracknell children, in order to identify training requirements and local data sources for the national database. In this quarter various teams within Children's Social Care have identified those records which require 'shielding'.</i>
OPERATIONAL RISKS TO MTO 10			<u>Owner</u>	<u>Progress on Mitigation Actions</u>

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CHILDREN'S SERVICES AND LEARNING OVERVIEW & SCRUTINY PANEL 10 JUNE 2009

COMPLAINTS MANAGER FOR CHILDREN'S SOCIAL CARE: ANNUAL REPORT 2008/9 (ANNEX 1) (The Director of Social Care & Learning)

1 PURPOSE OF DECISION

- 1.1 The purpose of this report is to present the annual report of the Complaints Manager Children's Social Care to the Panel.

2 SUGGESTED ACTION

- 2.1 **That the report set out in Annex 1 is received by the Panel and consideration is given to any actions that should be taken arising from the reports.**

3 REASONS FOR SUGGESTED ACTION

- 3.1 **The Children's Social Care Complaints function performs a statutory role in assuring the quality of response to children and young people (and their representatives) who make complaints. The annual report which is also statutory supports the continuing development and review of the service and learning from complaints.**

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 None considered.

5 SUPPORTING INFORMATION

- 5.1 The attached report sets out the work of the Complaints function for Children's Social Care over the period, 1 April 2008 – 31 March 2009.
- 5.2 The purpose of the report is to inform the Panel of the number and nature of complaints received by the department and the learning from those complaints.
- 5.3 Procedures state that Complaints Service should produce an annual report for consideration by the Panel for Children's Social Care.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 The relevant legal provisions are contained within the main body of the report

Borough Treasurer

- 6.2 The Borough Treasurer is satisfied that there are no significant financial implications arising from this report.

Equality Impact Assessment

- 6.3 Available upon request

Strategic Risk Management Issues

- 6.4 Efforts are continually made to deal with concerns before they become complaints. Bracknell also has an active policy of learning from complaints which minimises risk of re-occurrence. Compliance with the Council's statutory requirements also minimises risk.

Other Officers

- 6.5 Complaints Manager, Children's Social Care
Head of Performance and Information, Social Care and Learning

7 CONSULTATION

Principal Groups to be Consulted

Children's Services Management Team, Social Care and Learning

Method of Consultation

Draft report presented

Representations Received

Not applicable

Background Papers

The Children Act 1989 Representations Procedure (England) Regulations 2006 (Statutory Instrument 2006 No 1738)

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Annex 1

Complaints Manager for Children's Social Care

Annual Report April 2008- March 2009

April 2009

1 Introduction

This is the annual report on the work of the Complaints Manager for children and young people in Bracknell Forest and is a public document. The Complaints Manager has the key responsibility for managing complaints from children and young people (or their representatives) about the quality of service provided by children's social care. The purpose of the report is to provide an overview of this work and to summarise the issues that have arisen. The report covers the period from 1 April 2008 to 31 March 2009.

The report will go to the Executive Member for Children and Young People and then to the Social Care and Learning Overview and Scrutiny Panel in June 2009. Complaints about school provision are dealt with under a separate procedure.

The report will also be presented to the Bracknell Forest Overview & Scrutiny Panel in June 2009.

2 Context

2.1 Legislation

The arrangements for the statutory management of complaints from children and young people (or their representatives) are set out in The Children Act 1989 Representations Procedure (England) Regulations 2006 (Statutory Instrument 2006 No 1738).

The legislation required local authorities to appoint a Complaints Manager with the remit of:

- managing and quality assuring the three Stages of the statutory complaint procedure
- managing the enquiry process where a complaint is considered by the Local Government Ombudsman
- reporting the complaint data
- ensuring all staff and service users are aware of the procedure and how it operates

Legislation is supported by detailed guidance from the Department for Children, Schools and Families, which has been taken into account in the Complaint Procedures published by the local authority.

2.2 Who can complain?

All children and young people who receive or are entitled to a service have a right to access the statutory complaint procedure.

This includes all those who are in an adoptive placement or foster placement, who are the subject of a care order (under section 31 of the Children Act 1989), or who are voluntarily accommodated. It also covers children with disabilities who have the involvement of social workers.

Children or young people about whom a court report for civil proceedings has been prepared by the local authority also have the right to access the statutory procedures. Further, complaints about services delivered on the local authority's behalf can be considered under the statutory complaint procedures.

A parent/carer can also bring a complaint on behalf of that child or young person. The view of the child or young person will be sought wherever possible.

2.3 Statutory Complaint Procedure in Bracknell Forest

Responsibility for the service rests with the Director of Social Care and Learning. In order to provide independence from the line management of cases and the allocation of resources (Chief Officer, Children's Social Care), this post is managed by the Head of Performance Management.

2.4 The Statutory Procedure

The purpose of the statutory procedure is to enable the complainant to have access to independent consideration of matters raised. The procedure aims to outline to the complainant and the local authority ways in which the issues raised can be resolved. Furthermore, the complaints procedure requires the Local Authority to explain the reasons behind their decisions and actions and, where appropriate, provide an apology and/or remedy. In these circumstances the local authority will also consider the generic learning from specific issues raised and change the way it works where necessary and appropriate.

In managing the procedure the Complaints Manager is required to ensure that:

- the child's complaint is well articulated and investigated
- the complaint investigation considers the matters raised comprehensively and objectively
- the reply of the local authority addresses all the matters raised in the complaint and the investigation and is pro-active in resolving the complaint wherever possible.

2.5 The Local Authority Procedure

Complaints not covered by The Children Act 1989 Representations Procedure (England) Regulations 2006 (Statutory Instrument 2006 No 1738) are dealt with under the local authority procedure. Complaints made by parents or carers or other adults about the impact of a service on them personally is generally considered under the local authority procedure.

2.6 Timescales for resolution of complaints

From the introduction of The Children Act 1989 Representations Procedure (England) Regulations 2006 (Statutory Instrument 2006 No 1738) in September 2006 a complaint from a child or young person should be resolved at the local Stage 1 within 10 working days, and within 25-65 working days at Stage 2.

3 Overview of Work

3.1 Number of complaint investigations

1061 children and young people were referred to the department within this period. They and their parents or carers were eligible to complain.

<p>13 complaints were dealt with at Stage 1.</p> <p>These were dealt with at service delivery level.</p>
<p>3 complaints were dealt with at Stage 2.</p> <p>2 complaints made by adults about the service received by them personally were investigated under the local authority procedures by a senior manager.</p> <p>1 complaint was managed by a commissioned service.</p>
<p>1 complaint was made to the Local Government Ombudsman.</p> <p>This complaint had been previously considered at stage 3 of the local authority procedures employing an external investigator.</p>

The complaints dealt with under the Complaints Procedure do not necessarily represent all the issues raised about the care provided. Many issues are raised by a child or young person with a social worker and are resolved immediately without recourse to the complaint process.

3.2 Findings from complaints by stage:

The following findings were made in respect of the 17 complaints raised

At Stage 1 of statutory procedures	7 complaints upheld 2 complaint partially upheld 4 complaints not upheld
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At Stage 2 of the local authority procedures	2 complaints not upheld.
At Stage 2 of procedures of commissioned service	1 complaint not upheld.
At Local Government Ombudsman Stage	1 complaint not upheld by Local Government Ombudsman.

3.3 Area of Service Provision

At Stage 1 of the 13 complaints:

1 complaint was about the Youth Offending Team Service.
2 complaints were about the Learning Difficulties and Disability Service. 1 complaint was about Direct Payments Service commissioned by Children's Social Care
5 complaints were about the Safeguarding Service.
3 complaints were made about the IT Support Service 1 complaint was about the Looked after Children Service

At Stage 2

1 complaint was made about a Commissioned Service. It related to the service area for Children with Difficulties and Learning Disability.

At Stage 3 Local Authority Procedures

2 complaints were made about the Safeguarding Service
Complaint made by family friend of young person (local authority procedure)
Complaint made by parent (local authority procedure)

At Local Government Ombudsman Stage:

1 complaint was made about Looked After Children Service.

3.4 Nature of complaints received

Complaints received often contain a variety of issues. However, for the purpose of this report a main aspect has been attributed to each one.

Access to Services	Service Procedures	Service Standards	Support from Social Workers	Cost and Efficiency
3 received	5 received	2 received	3 received	4 received

At point 6 in this report further commentary is given on these complaints

3.5 Timescale for completion within complaint procedure

For the past year the Complaints Service has worked effectively to provide to complainants substantial and objective accounts of their complaint within the specified time frame.

3.5.1 Stage 1

13 complaints at Stage 1 received a response within an average of 9 working days.

3.5.2 Stage 3 Local Authority Procedures

1 complaint from a parent which was considered at Stage 3 of the local authority procedure was registered in June 2008 and took 64 working days for a response to be provided. The delay was due to a concurrent access to records request and holiday of staff and the complainant. The complainant was kept informed throughout the complaint process

1 complaint from informal carer of young person took 9 working days for a response to be provided.

3.5.3 Stage 2 Commissioned Service Procedures

1 complaint took 5 working days for response to be provided.

3.5.4 Local Government Ombudsman

1 complaint referred to the Local Government Ombudsman took 20 working days for a response to be provided. This time scale was set by the Ombudsman.

3.6. Cost of complaint investigations

The cost of investigations for this period was £5,016

3.7 The involvement of young people in the complaint process

The role of the Complaints Manager is to ensure that where a child or young person has the emotional and intellectual capacity to comment on a complaint then his/her view is sought.

Of the 17 complaints considered by the local authority 1 was made by a young person who was offered an advocate. This complaint was about a commissioned service

The 3 complaints about IT Support Services were made by foster carers and Social Workers on behalf of looked after children.

3.8 Reports to managers in Children's Social Care

The Complaints Manager meets each of the Heads of Service (Safeguarding, Learning Difficulty and Disability, Looked After Children) on a six weekly basis. The purpose of the meeting is to track progress with complaint responses.

4 Representations received in Children's Social Care

For the year 2008-9

22 compliments were given to the Complaints Manager.

Examples of comments were:

How hard the Social Worker had worked with the family to achieve a positive outcome

Thank you for help in resolving matter of fuel allowance

Can you pass on our thanks to everyone, especially Tony for organising, it was such an enjoyable afternoon and ...was very proud to have received a certificate and to have met a real life Mayor

SW had completed a good conference report for client

Thank you for day out at Syon Park and friends made

Work done in play therapy is fantastic
I am finally getting the exact help I need with my daughter
Got called the second day , very pleased with the service
I have thoroughly enjoyed working with you on my granddaughter's life story book
21 MP enquiries were received

5 Development of Policies and Procedures

5.1 Development of complaint management expertise

19 new staff received as part of their induction, training in relation to the complaint procedure and their role in resolution of matters at the point of delivery.

The Southern Regional Complaints Manager's Group aims to meet quarterly. It is well attended and considered to meet its aims. The network aims to raise standards for Complaints Management across the region to promote consistency of practice and to provide a source of mutual support. For the period 2008-9 the key work of the group has been to consider alternative techniques to resolve formal complaints.

6 Commentary on complaints received for period 2008-9

6.1 Examples of complaints received about Access to Services: eligibility criteria for Direct Payments, closure of Saturday club, access to financial support for private foster carer, family friend of young person.

Comment of Complaints Manager

Not all of the above complaints were upheld but they do highlight the importance of accurate and timely information and responses being given to clients.

Examples of complaints received about Procedures: alleged breaches of confidentiality; 3rd party confidential information sent to client in error, parents disputing role of children's social care with young person, consultation with grandparents in assessment

Comment of Complaints Manager

Complaints about procedures often require the department to explain again its statutory responsibilities and Data Protection principles. As a result of 3rd party information being sent in error the department has reviewed its procedures

Examples of complaints about Service Standards: reparation programme for young person not properly managed, unreasonable delay in foster panel process,

Comment of Complaints Manager

Complaints about service standards were both upheld. The department took action in all cases to remedy the situation. .

Examples of complaints about Support from Social Workers: the quality of parenting support, alleged bullying of young person in residential accommodation

Comment of Complaints Manager

Complaints of this nature are complex, often based on perceptions and often best resolved through meetings. The Regional Manager of the Children's Home and the Social Worker met with the young person at earliest opportunity and agreed strategies for him to voice future concerns

Examples of complaints about Cost and Efficiency: unacceptable delay in IT provision for looked after children

Comment of Complaints Manager

The department has reviewed the procedure to monitor IT services for Looked After Children more closely so that we can respond more quickly to IT problems

6.2 Learning from Complaints 2008-9

Two learning sets were held for this period concerning Stage 2 complaints concluded the previous year.

The following improvements to care practice were agreed:

- **Ensuring the use of National Contract for children in residential settings with external agencies**
- **The responsibilities of all Social Workers in adoption cases to be clarified**
- **The Adoption Support plan to be revised and signed off by Head of Service for Looked After Children**

7 Issues about the Complaint Procedure from Complaints received

7.1 The parameters of the Complaints Process

In accordance with the guidance, the Complaints Manager has a responsibility to put in place a process which is transparent and set apart from operational management of the care service.

It is also her responsibility to work with the Chief Officer to decide whether parent/carers who are making complaints are doing so in the interests of their children and eligible for the statutory procedure. It is worth noting that the department now receives more complaints from parents/carers on their own behalf than it used to.

For the year 2008 to 2009 the following issues were significant within the complaint procedure:

The importance of strategy meetings where a complaint may impact on operational issues.

The value of mediation at onset of complaint process.

7.2 Good practice in complaint management

For the year 2008-9 staff have improved the response time to clients when a complaint has been made. Speedy responses have helped to prevent escalation of issues which may have no merit.

Staff have also improved their recording in client files where they have resolved issues and prevented matters from escalating.

Staff continue to use the experience of the Complaints Manager to advise how to address written complaints to ensure that complainants receive a comprehensive response

8 Areas for future development

The following areas have been identified for development.

- Further work on Equality Impact Assessment in respect of complaints
- Ensuring that the complaints procedures of commissioned services comply with requirements of the department

9 Conclusion

Over the period of this review, the Complaints service for Children's Social Care has met the requirements of the relevant guidance and regulations. Overall management of complaints is managed well and with sensitivity. The Council does not receive a high number of complaints but those that it does receive are becoming increasingly complex. The Council learns from complaints made and there is evidence that changes to processes have been made where appropriate.

The next report will cover the period from 1 April 2009 to 31 March 2010.

Patricia Morris Complaints Manager Children's Social Care

CHILDREN'S SERVICES & LEARNING OVERVIEW AND SCRUTINY PANEL 10 JUNE 2009

ADOPTION AGENCY INSPECTION Director of Social Care & Learning

1 INTRODUCTION

- 1.1 This report presents the Ofsted findings on their inspection of the Bracknell Forest Adoption Service and the Action Plan developed in response. The Action Plan was approved by the Executive Member for Children and Young People on 12 May 2009.

2 SUGGESTED ACTION

- 2.1 That the Panel notes the Inspection Report and Action Plan, attached as Annex1 and Annex 2.

3 SUPPORTING INFORMATION

- 3.1 This was a planned 3 yearly inspection, which took place between 9 and 12 March 2009. The inspection was carried out by two inspectors under the Care Standards Act 2000, Adoption National Standards, Adoption Agencies Regulations 2005, The Local Authority Adoption Service (England) Regulations 2003.
- 3.2 The overall outcome of the inspection was that the service was deemed to be 'Satisfactory', with some aspects of provision being judged as 'Good' and 'Outstanding'.
- 3.3 The Inspection Report concluded that: 'The agency demonstrated excellent commitment to supporting children, adopters and birth families and sees this work as an integral part of maintaining positive outcomes for children in placement. This encourages inclusive and enabling practice. The quality, depth and range of the support provided, in addition to the uptake of the services and the positive impact on some of the users, are exceptional. The promotion of equality and diversity is good. There are some weaknesses; particularly regarding some aspects of the assessment of adopters and of the monitoring of the work of the adoption service'.
- 3.4 The last inspection in December 2005 made nine statutory requirements and eleven good practice recommendations. These were found to have been addressed with the result that the work of the adoption agency is described as 'more robust'. There are still some minor omissions in vetting of staff, performance issues and lack of rigour in quality control. These are addressed in the action plan.
- 3.5 The inspector set out three required actions to comply with standards and regulations, and made three recommendations to improve the quality of practice and provision.
- 3.6 The Action Plan fully addresses the requirements and recommendations made in the Inspection Report. Progress against the Action Plan will be monitored through the Children's Social Care Management Team and all actions will be completed by the end of September 2009

Contact for further information

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Bracknell forest Borough Council Adoption Service

Inspection report for LA Adoption Agency

Unique reference number	SC059849
Inspection date	12/03/2009
Inspector	Rossella Volpi / Mike Stapley
Type of inspection	Key

Setting address	Time Square, Market Street, Bracknell, Berkshire, RG12 1JD
Telephone number	01344 424642
Email	
Registered person	Bracknell Forest Borough Council
Registered manager	Juliette Thomas
Responsible individual	Sheila McKeand
Date of last inspection	07/12/2005

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About this inspection

The purpose of this inspection is to assure children and young people, parents, the public, local authorities and government of the quality and standard of the service provided. The inspection was carried out under the Care Standards Act 2000.

This report details the main strengths and any areas for improvement identified during the inspection. The judgements included in the report are made in relation to the outcomes for children set out in the Children Act 2004 and the relevant National Minimum Standards for the service.

The inspection judgements and what they mean

Outstanding:	this aspect of the provision is of exceptionally high quality
Good:	this aspect of the provision is strong
Satisfactory:	this aspect of the provision is sound
Inadequate:	this aspect of the provision is not good enough

Service information

Brief description of the service

Bracknell Forest Council's Adoption Service comprises the statutory responsibilities associated with current adoption legislation and regulations. These include the recruitment, preparation and assessment of domestic adopters; the family finding, matching and placement of children; support to placements both pre and post adoption order; post adoption support to adult adoptees, including intermediary work; post adoption support to relatives of adoptees; support to birth parents whose children will be or have been placed for adoption. The service is delivered through the family placement team, whose remit includes both fostering and adoption.

Bracknell Forest is part of a local consortium, set, in relation to adoption work, with the other five Berkshire unitary authorities. Each authority jointly funds the Berkshire Adoption Advisory Service (BAAS). Through this arrangement a range of resources is available to the six members. Resources include the operation and administration of the adoption panel; the letterbox system; the management of closed records; specialist advice and training; independent support to birth families.

The authority is committed to fulfilling its obligations under the Adoption (Intercountry Aspects) Act 1999, to provide, or arrange to provide, an inter-country adoption service. Currently the authority delegates this area of work to a voluntary adoption agency based in Reading.

Summary

The overall quality rating is satisfactory.

This is an overview of what the inspector found during the inspection.

This was a key, announced inspection, conducted over the course of one week by two inspectors.

The agency demonstrates excellent commitment to supporting children, adopters and birth families and sees this work as an integral part of maintaining positive outcomes for children in placement. This encourages inclusive and enabling practice. The quality, depth and range of the support provided, in addition to the uptake of the services and the positive impact on some of the users, are exceptional. The promotion of equality and diversity is good. There are some weaknesses; particularly regarding some aspects of the assessment of adopters and of the monitoring of the work of the adoption service.

Improvements since the last inspection

The previous inspection report of December 2005 lists nine statutory requirements and 11 good practice recommendations. To address them, the work of the adoption agency has been made more robust with improved procedures, strategies and

documentation; more comprehensive information for adopters; better access to specialist services for children; increased training opportunities; more timely assessments and decision making. The agency has taken effective steps to better promote diversity. The panel now acts as an effective quality assurance mechanism and adopters are always invited to attend. A disaster recovery plan is in place. There is now appropriate vetting of staff, although some minor omissions remain. The adoption team has expanded, but some performance issues have been apparent again. The previous inspection's finding, about lack of rigour in quality control, for some areas of adoption work, is identified again as an area for improvement.

Helping children to be healthy

The provision is not judged.

Protecting children from harm or neglect and helping them stay safe

The provision is satisfactory.

Overall, those touched by adoption receive a service that is sound. The authority has a range of good strategies and practices to promote children's welfare and to attract and support adopters who can provide successful stable placements. There are few, but significant weaknesses, particularly regarding some aspects of assessment of suitability of adopters.

Enquiries about adoption are welcomed without prejudice, responded to timely and given clear information about the process of recruitment, assessment and support. The agency's long term objective is to improve its capacity to meet placement needs, increasing the social and cultural diversity of its pool of prospective adopters. The strategy has been comprehensively reviewed, following the previous inspection and made more inclusive. For example, the authority is now more creative with advertisements; it has taken steps in raising awareness and understanding of disability, aiming to create better opportunities for all children to grow up as part of a loving family. There has been success in attracting enquiries from people from diverse cultural backgrounds and lifestyles.

Adopters are well prepared for their task. Preparation groups cover the relevant topics and are well managed. The feedback on performance from the groups is monitored to ensure that preparation continues to meet adopters' needs.

The practice of taking the formal application after preparation has recently ceased, in recognition that this was inconsistent with statutory guidance, impinged on rights of appeal and distorted the time scales for assessments. However, adoption social workers are not clear about adopters' entitlement to representation and determination of their application, should the authority decide not to continue the assessment after preparation. This means that they are less likely to properly advise adopters.

The agency works closely with other authorities in the local consortium and has clear procedures for using the national adoption register. This aims to ensure that children whose care plan is adoption do not suffer from undue delays. Nonetheless, there have been some protracted delays, regarding permanency. Delays have the potential to impinge negatively on the successful placements of children, although, on these occasions, the outcome was positive. Placements' stability has been good.

Field social workers give matching deep thought and consideration; however they do not find the family finding process, led by the adoption team, consistently able to demonstrate that decisions are appropriate and that delays are unavoidable.

Assessments of adopters are of variable quality, with some lacking sufficient evidence, detail or good analysis; there is good practice in routinely conducting second opinion visits. Appropriate checks are carried out on adopters to help assess their suitability. The home health and safety checklists completed for some adopters did not include an assessment of the storage of dangerous weapons or risks to young children from hanging cords on window blinds. The authority is now addressing this.

The panel acts as an additional and effective scrutiny tool and is prepared to defer cases when assessments are not good enough to enable sound recommendations.

There is much respect for the panel amongst stakeholders. For example, both field and adoption social workers said that presenting cases to panel is a positive experience. They find the panel to be fair, child focused and skilled at exploring issues of diversity. They said that they 'admire that panel defers cases if there is not enough information'; that the panel 'does not just rubber stamp, but really has the best interest of the child at heart'.

There is well considered decision making that is undertaken within the expected timescales. It is set at an appropriately senior level, so as to enable an objective view of each case.

Vetting of staff is in place to protect children and vulnerable adults, by ensuring that those working for the service are suitable. This is mostly robust, but there are some minor omissions in relation, mainly, to the records kept of checks. For example, the records of employment and education history for panel members are not detailed enough to evidence that gaps, if any, have been fully explored. There is no record to show that the original documents have been checked regarding staff's qualifications.

All social workers are qualified professionals and all have attended child protection courses and refreshers. However, administrative staff, who work for the purpose of adoption, although not based in the team, have not yet received such training. The authority is now considering making this available.

Robust systems are in place to manage complaints and allegations. However, the log

of complaints is not suitable to show patterns and to aid managerial review. The log is now being amended to ensure that it contains the appropriate information.

Helping children achieve well and enjoy what they do

The provision is outstanding.

People affected by adoption very much value what is offered and consider that they benefit from the service. The agency has been highly successful in its aim to provide effective post adoption support, with the needs of children and adopters being the focus of their work.

Overall, users receive an excellent service, guided by comprehensive support assessments; these are periodically reviewed, to ensure that they continue to meet needs well. There is very good attention to individual needs.

The quality, depth and range of what is provided, in addition to the uptake of the services and the positive impact on some of the users, are exceptional.

Users spoke of how sensitively and helpfully the work is being conducted; how quickly the authority responds; how effective the post adoption service is in following up requests for tracing or intermediary work. They spoke about the empathy that workers convey in this area and the genuine interest in the users' welfare. They made comments such as, for example: 'My social worker is amazing'. 'She is very helpful, really supported me, lovely. She even rings me and emails me just to ask how I am'.

Adoptive parents have access to an excellent range of resources to ensure good outcomes are achieved and maintained for children, so that they are well supported in providing stable and permanent homes. The preparation and training highlights the importance for the child's well-being to keep a sense of their life before adoption and to value diversity. Post adoption financial support is available, following a financial assessment and dependent on the needs of the child in placement.

As well as advice, information and counselling, which are offered through the post adoption workers, adopters benefit from a wide variety of support groups, workshops and other events. Many of these are organised through the consortium's advisory service (BAAS) and thus offer Bracknell's users many additional resources than they could get from one single authority.

For example, there are social events which have been well attended and which have provided a well received opportunity for the whole family to meet with other adoptive families. There are groups for adoptive fathers and adopted children or young people and there is an annual adopters' conference. BAAS contacts all adopted young people before their 18th birthday to discuss plans for contact. This allows adoptive parents to participate in the discussion and planning where appropriate

There is a range of specialist resources available to adopted children and their families, including medical, legal, educational and mental health services.

Health needs are explored and this enables adopters to be aware of the implications of these for them as a family. There is established good practice with detailed written legal counsel, prepared for panel meetings, in addition to attendance.

The authority considers the adopters' ability to promote children's life chances via educational attainment. A specialist education worker particularly engages with carers to think about the long-term issues and how to meet the young person's educational needs, as she or he moves through adolescence. Recently this function has been extended, through the post adoption service, to include adopted children, in recognition of the specific and different needs faced by adoptive families.

Stakeholders think highly of the support offered by the specialist advisors and say that they are skilled and knowledgeable about the adoption process.

Helping children make a positive contribution

The provision is outstanding.

Birth parents are very well supported at every stage of the adoption process and can be as involved as they want in planning for the future of their children.

There is a high level of confidence amongst stakeholders about the agency's successful work with birth families in the planning, sharing of information, matching and placing of children. Their views are seen as an integral part of achieving positive outcomes and great effort is made to enable birth families to express their wishes. This encourages inclusive and enabling practice that continues into the permanency planning meetings, linking meetings and child permanence reports, where the views of parents are recorded. Furthermore, wherever possible children are encouraged to take an active part in planning for permanence, including contributing to the profile drawn up at an early stage in the family finding process.

The agency successfully encourages birth families to contribute to life story work about the child's early life and their own background; this provides good quality information which helps adopters in supporting children to make sense of their history and heritage. In appropriate cases, birth families attend a one off meeting with the prospective adopters.

The level of engagement, as well as the range of opportunities and choices available for counselling and support, are exceptional, with evidence of users benefiting from the service.

For example, through BAAS, Bracknell Forest's birth parents have access to an independent service from when the decision is made that adoption is the plan for the child. This project is highly regarded and has a high engagement rate. The

consortium allows for a wide range of support groups, including for birth mothers, adopted adults, birth fathers and birth record counselling groups. BAAS has compiled written information about adoption for birth parents; this is also available in audio form, so as to offer birth parents the choice of accessing the information in the way that best suits them. Additionally, to ensure that social workers are well informed and confident in this more specialist area of work, BAAS runs a range of workshops and other training relating to services to birth families.

Adopters are made well aware of the importance of maintaining a connection through the letter box exchange. BAAS manages the letter box indirect contact arrangements and some direct contact to a high standard. BAAS seeks the views of all children involved in direct contact and provides age appropriate written information about post placement contact.

BAAS and the Bracknell post adoption workers provide effective and very sensitive practical support to birth parents, regarding any aspect of the contact arrangements.

Achieving economic wellbeing

The provision is not judged.

Organisation

The organisation is satisfactory.

There is well qualified and experienced senior management, committed to run the service in the best interest of children, with an agenda of continuous improvement. There is good partnership with the other authorities in the Berkshire consortium, resulting in sharing of resources and good practice, with direct benefits for the users. This has enabled a service that is sound overall, but with a number of excellent strategies; for example, regarding the provision of support to those touched by adoption.

There is good scrutiny by members and excellent commitment to the corporate parenting role, which is recognised as being effective in promoting the rights of children and young people. For example, stakeholders said about the corporate parents' representatives: 'Very good and passionate; but open too. Will listen, give and accept feed-back, very child focused and really involving children and young people'.

There is a good training programme and encouragement for social workers in pursuing post qualifying awards.

There have been some gaps in the monitoring and controlling of some aspects of the work of the adoption service, which resulted in the areas for improvement identified

in safeguarding. The family placement team is small and with a diverse workload. The opportunities for building expertise in adoption have been, therefore, restricted. There have been performance issues, exacerbated by some recent significant sickness and by unsuccessful use of external assessors. The quality of supervision for adoption staff has been quite variable.

Field social workers receive good supervision from their managers and are well guided in aspects of adoption work by this and peers' support. However, they have lacked, at times, the specific guidance and information that a specialist adoption team is expected to provide.

The promotion of equality and diversity is good. Staff have training in equality and diversity issues. The authority carries out equality impact assessments for all new procedures, policies or resource provision. Recruitment uses material sensitive to equality and diversity. Second opinion reports on all adoption assessments provide another opportunity for ensuring that equality and diversity issues are addressed. Above all, the authority has been very successful at engaging birth parents and ensuring that their views and wishes are reflected in the adoption process.

There is statement of the aims and purpose of the adoption service, which informs users of what to expect; the authority is planning to rectify any inaccuracies when the statement is next reviewed.

Files are kept securely and with due regard for confidentiality.

What must be done to secure future improvement?

Statutory Requirements

This section sets out the actions, which must be taken so that the registered person/s meets the Care Standards Act 2000, the Adoption Agencies Regulations 2005 and the National Minimum Standards. The Registered Provider(s) must comply with the given timescales.

Std.	Action	Due date
4	ensure that all prospective adopters are involved in a thorough and comprehensive assessment. (The Adoption Agencies Regulations 2005. Regulation 25)	28/09/2009
20	ensure that staff are organised and managed in a way which delivers an effective service (The Local Authority Adoption Service (England) Regulations 2003. Regulation 6)	28/09/2009
21	ensure that there is an adequate number of sufficiently experienced and qualified staff, receiving regular quality supervision and support, to meet the needs of the adoption agency. (The Local Authority Adoption Service (England) Regulations 2003, Regulation 10)	28/09/2009

Recommendations

To improve the quality and standards of care further the registered person should take account of the following recommendation(s):

- ensure that planning meetings for family finding and matching make good use of the professionals involved (NMS 2)
- ensure that child protection training is updated for all those working for the purpose of adoption. (NMS 32)
- ensure that records retain evidence that all required checks have been satisfactorily completed for all those working for the purpose of adoption (NMS 19)

ADOPTION INSPECTION ACTION PLAN 2009

	Action – Requirements	Responsibility	Timescale	Progress
<p>1. Standard 4, The Adoption Agencies Regulations 2005 - Regulation 25 Requirement: Ensure that all prospective adopters are involved in a thorough and comprehensive assessment.</p> <p>Ofsted timescale for action: 28/09/2009</p>				
	<p>Assessment Quality</p>			
1.1	Confirm the components of a model, high quality assessment.	Head of Service Looked After Children	31 May 2009	
1.2	Arrange audit of all Family Placement Assessments completed during last 2 years, to inform further training and practice requirements.	Head of Service Looked After Children	31 July 2009	
1.3	The Health and Safety check list to be reviewed to prompt a comprehensive assessment of potential hazards	Team Manager (HoS in interim)	30 June 2009	
	<p>Training for staff</p>			
1.4	Arrange workshop for all staff on the assessment model and findings of the audit.	Head of Service Looked After Children	31 August 2009	
1.5	Arrangement to be made within the consortium for workers undertaking adoption assessments to 'shadow' or joint work with an experienced practitioner.	Team Manager (HoS in interim)	start 30 June 2009	
1.6	The two senior practitioners who are on the Berkshire Adoption Panels to lead seminars for relevant workers to discuss quality of assessments and facilitate case discussion	Team Manager (HoS in interim)	quarterly seminars	
1.7				

	Action – Requirements	Responsibility	Timescale	Progress
1.8	<p>Monitoring quality Review the supervision plan for adoption assessments to build in monitoring and analysis throughout the process.</p>	Team Manager (HoS in interim)	30 June 2009	
1.9	<p>Update the front sheet and checklist for papers to Adoption Panel.</p> <p>Draw up specification for the use of external assessors for family placement assessments.</p>	Head of Service Looked After Children	30 June 2009	
<p>2. Standard 20, The Local Authority Adoption Service (England) Regulations 2003- Regulation 6 Requirement: Ensure that staff are organised and managed in a way which delivers an effective service</p> <p>Ofsted timescale for action: 28/09/2009</p>				
2.1	<p>A new team manager has been appointed to start on June 1st. The new manager has 5 years family placement experience and 5 years experience as an assistant team manager. She will undertake a management qualification course from September 2009.</p>	Head of Service, Looked After Children	Start 1 st June 2009	
2.2	<p>The Head of Service, LAC, will cover the vacancy from 19 April 19 – 1 June 2009.</p>			
2.3	<p>New team manager to be mentored in adoption practice by BAAS and undertake relevant training in adoption</p>		From 1 June 2009	

<p>3. Standard 21, The Local Authority Adoption Service (England) Regulations 2003 - Regulation 10 Requirement: Ensure that there is an adequate number of sufficiently experienced and qualified staff, receiving regular quality supervision and support, to meet the needs of the adoption agency</p> <p>Ofsted timescale for action: 28/09/2009</p>			
3.1	All social workers to attend training on the Independent Review of Determination regulations	Team Manager FPT (HoS in interim)	By 31 August 2009
3.2	Training in assessments and the competency framework to be undertaken by all social workers in Family Placement team	Team Manager FPT (HoS in interim)	By 31 August 2009
3.3	Full audit of supervision arrangements, including frequency, recording and quality of reflection/decision making	Team Manager FPT (HoS in interim)	By 31 July 2009
3.4	Audit of child care assessments against model of a high quality assessment.	Head of Service – Looked after Children and Head of Service - Safeguarding	By 31 August 2009
<p>Note: the actions for staff training & development set out under requirement 1 are also relevant for this requirement.</p>			

	Recommendations	Responsibility	Timescale	Progress
	<p>1. National Minimum Standards 2 Recommendation: Ensure that planning meetings for family finding and matching make good use of the professionals involved</p>			
<p>1.1</p> <p>1.2</p> <p>1.3</p>	<p>Head of Service to chair Permanency Planning meetings</p> <p>The matching process will be extended to cover all actions until the Adoption Order is made</p> <p>The family finding process to be extended to the matching and placing process</p>	<p>Head of Service LAC</p> <p>Team Manager (HoS in interim)</p> <p>Team Manager (HoS in interim)</p>	<p>To start 1st June 2009</p> <p>By 31 August 2009</p> <p>By 31 August 2009</p>	
	<p>2. National Minimal Standards 32 Recommendation: Ensure that child protection training is updated for all those working for the purpose of adoption</p>			
<p>2.1</p>	<p>Administrative staff who are involved with adoption to be trained in basic child protection</p>	<p>Head of Service Safeguarding</p>	<p>31 August 2009</p>	

3. National Minimal Standards 19
Recommendation: Ensure that records retain evidence that all required checks have been satisfactorily completed for all those working for the purpose of adoption

3.1	Adoption Panel recruitment process to be reviewed by BAAS to include comment on any gaps in employment or education history and to ensure photocopies of documents are signed as original being seen.	Service Manager BAAS	31 August 2009
3.2	Check that all family placement team staff have had all required checks and that these are up to date and compliant with the regulations	Head of Service – Looked After Children	1 st June 2009

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CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 10 JUNE 2009

WORKING GROUP UPDATE REPORT (Lead Working Group Member)

1 INTRODUCTION

- 1.1 This report sets out the progress achieved to date by the Working Group of the Panel reviewing 14-19 years education provision in Bracknell Forest.

2 SUGGESTED ACTION

- 2.1 **That this update report be noted.**

3 SUPPORTING INFORMATION

- 3.1 In March 2009 the former Social Care and Learning Overview and Scrutiny Panel established a working group to undertake a review of 14-19 years education provision in Bracknell Forest. The members of the Working Group are set out below:

Councillors Mrs Birch (Lead Member), Kensall, Mrs McCracken and Mrs Ryder and Parent Governor Representative Dr Josephs-Franks.

- 3.2 The purpose of the Working Group is to review the development of 14-19 years education in the Borough giving consideration in particular to the introduction of new Diploma qualifications from September 2009. The review scoping document is attached at Appendix 1.

- 3.3 The Working Group has met on seven occasions to date and, having agreed its terms of reference, has:

- been briefed in respect of the development of 14–19 years education provision in Bracknell Forest, including the Diploma 'Gateway' application process, by the Council's 14-19 Advisor;
- discussed Diploma provision in Reading, one of the first local authorities in the country to introduce the qualification, with Reading Borough Council's 14-19 Advisor;
- attended a meeting of the Bracknell Forest 14-19 Partnership as observers;
- met the Principal & Chief Executive and Deputy Principal for Curriculum of Bracknell and Wokingham College to discuss Diploma provision; and
- received a presentation from the Berkshire Connexions Manager in respect of young people not in education, employment or training.

- 3.4 The Working Group's next meeting is scheduled for 2 June 2009 when it will meet the Council's Teenage Pregnancy Project Manager, a Teenage Pregnancy Support Worker and a young pregnant mother to discuss how young mothers may be assisted to access education, employment or training. Future meetings of the Working Group will involve visits to the secondary schools in Bracknell Forest to discuss Diploma provision and a meeting with a representative of the East Berkshire Education Business Partnership to consider the role of employers in Diploma delivery.

Background Papers

None

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BRACKNELL FOREST BOROUGH COUNCIL

SOCIAL CARE AND LEARNING OVERVIEW AND SCRUTINY PANEL
17 December 2008

WORK PROGRAMME 2008 – 2009

Terms of Reference for:

14-19 YEARS EDUCATION PROVISION WORKING GROUP

Purpose of this Working Group / anticipated value of its work:

The purpose of this Working Group is to review the development of 14-19 years education in Bracknell Forest. (This will be done in two stages. The first stage will consider the introduction of Diploma qualifications which are rapidly approaching and the second stage will look at the remaining aspects identified below.)

Key Objectives:

1. To develop an understanding of the 14-19 Education Plan 2008-13.
2. To consider methods to ensure successful future partnership working both within the Berkshire sub-region and with the wider region, providers and employers.
3. To look at the range, quality and entitlement of provision available to young people with regard to 14-19 years education and training opportunities.
4. To ensure that sufficient high quality, comprehensive and impartial Information, Advice and Guidance is available to support learners.
5. To look at the development of the workforce providing the new Diploma qualification and determine whether further training of staff is required to support the learning need for the new qualifications in the 14-19 Education Plan.

Scope of the work:

1. To gain an understanding of the national 'Gateway' process, determine how well the Bracknell Forest application to provide Diplomas meets with the national criteria and monitor the success and implementation of the application.
2. To consider the Department for Schools, Children and Families 14-19 Partnerships and Planning guidance document.
3. To review other local authorities' Diploma applications and implementation with a view to identifying sources of experience and best practice for possible application in Bracknell Forest.
4. To review the protocols and logistics involved with working in partnership with a large number of different parties.
5. To look specifically at children who are Not in Education, Employment or Training (NEET) to determine why they may be in this position and if the reforms in 14-19 education are likely to encourage them to return to education or training and prevent other young people becoming NEET in the future.

Not included in the scope:

The funding and cost effectiveness of the reforms in 14-19 education as these are high level decisions that are taken nationally and subject to legislation.

Terms of Reference prepared by: 14-19 Years Education Provision Working Group

Terms of Reference agreed by: 14-19 Years Education Provision Working Group

Working Group structure: Councillors Mrs Birch, Kensall, Mrs McCracken & Mrs Ryder and PGR Dr Josephs-Franks

Working Group Lead Member: Councillor Mrs Birch

Portfolio Holder: Councillor Alan Kendall

Departmental Link Officer Martin Surrell, Senior Secondary Advisor

BACKGROUND:

1.	At its meeting held on 2 July 2008, the Social Care and Learning Overview and Scrutiny Panel considered its 2008/09 work programme and agreed the addition of an item concerning 14-19 years education provision owing to rapid developments in this area. Subsequently, at its meeting on 17 December 2008, when much of its outstanding review work was nearing completion, the Panel established a working group to commence a review of this topic.
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SPECIFIC QUESTIONS FOR THE PANEL TO ADDRESS:

1. -

INFORMATION GATHERING:

Witnesses to be invited

Name	Organisation/Position	Reason for Inviting
Howard O’Keeffe	Principal and Chief Executive of Bracknell and Wokingham College	To gain a perspective on 14-19 years education and ascertain the extent to which the Bracknell Forest 14-19 Education Plan has influenced and impacted on the plans of schools and colleges. Also, to discover how schools and the College are becoming involved in the provision of the qualifications.
A selection of head teachers	Bracknell Forest secondary schools	As above.
A selection of heads of 6 th Forms	Bracknell Forest secondary schools	As above.
A selection of curriculum managers	Bracknell Forest secondary schools	As above.
Lesley Heale	Chairman of the 14-19 Years Partnership	To gain her perspective on 14-19 years education and the Bracknell Forest 14-19 Education Plan.
Martin Surrell	Senior Secondary Adviser, BFC	To gain information on the 14-19 Education Plan and related education reforms.
Janet Hughes	Berkshire Connexions Manager	

Representative	Education Business Partnership	As above.
Representatives	Appropriate Local employers	As above.

Site Visits

Location	Purpose of visit
Some Bracknell Forest Secondary Schools	To meet with staff and pupils affected by the 14-19 Years Plan.
Bracknell and Wokingham College	To meet with staff and pupils affected by the 14-19 Years Plan.
Reading Borough LEA staff and College	To look at Diploma qualification best practice and discover how the Diploma qualification is working in Reading.

Key Documents / Background Data / Research

1. Bracknell Forest 14-19 Education Plan (2008-2013).
2. Summary of Providers, 2008 examination results and recent trends.
3. Terms of reference for 14-19 Partnership and minutes of meetings 2008/09.
4. Examples of Post-16 collaborative delivery information for students.
5. 14-19 Progress Check summary reports in 2006, 2007 and 2008.
6. Relevant sections of the Annual Performance Assessment 2008.
7. 14-19 Diploma Gateway application sections A and C.
8. Machinery of Government changes – stage one report submitted for approval by the Council's Executive.
9. Machinery of Government changes – stage two report and selected appendices submitted to the Government Office for the South East for consideration.

TIMESCALE

Starting: March 2009

Ending: Stage 1 (Diplomas) September 2009

OUTPUTS TO BE PRODUCED

1. Report of review with findings and recommendations.

REPORTING ARRANGEMENTS

Body	Date
Report to Children's Services and Learning Overview and Scrutiny Panel	2009
Report to Overview and Scrutiny Commission	2009

MONITORING / FEEDBACK ARRANGEMENTS

Body	Details	Date
Reporting to the Children's Services and Learning Overview and Scrutiny Panel by the Executive Member	Oral or written report	2009

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CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 10 JUNE 2009

OVERVIEW AND SCRUTINY WORK PROGRAMME 2009/10 Assistant Chief Executive

1 INTRODUCTION

The purpose of this report is to invite Members of the Children's Services and Learning Overview and Scrutiny Panel to consider the Panel's indicative work programme for 2009/10 which is attached at Appendix 1 to this report. The Panel's views will be considered by the Overview and Scrutiny Commission, who will formally consult the Corporate Management Team (CMT) and the Executive on the work programme, as required by the Council's Constitution.

2 SUGGESTED ACTION

That the Children's Services and Learning Overview and Scrutiny Panel:

- 2.1 **agrees its indicative 2009/10 work programme, attached at Appendix 1, for recommending to the Overview and Scrutiny Commission for adoption;**
- 2.2 **notes that at its meeting on 16 July 2009, the Overview and Scrutiny Commission intends to consider any amendments proposed by the Overview and Scrutiny Panels to their own work programmes, prior to consulting CMT and the Executive on the whole programme.**

3 SUPPORTING INFORMATION

- 3.1 The work of the Overview and Scrutiny Commission and Panels during 2008/09 was summarised in the Annual Report of Overview and Scrutiny, adopted by Council at its meeting on 15 April 2009. The Annual Report contained an indicative work programme relating to 2009/10 which took account of the views of CMT and the Executive. That programme has been amended in Appendix 1 to reflect the Council's decision to restructure Overview and Scrutiny and to incorporate additional topics put forward since the Annual Report was produced.
- 3.2 The indicative work programme aims to continue the strategic and effective approach to Overview and Scrutiny coverage. It recognises that the programme should reflect the limitations on both Members' and Officers' time and allows some capacity for additional review topics which experience suggests will arise during the year. In the event that additional review topics are added to the work programme, work will need to be prioritised and may well roll into the next municipal year.
- 3.3 The Overview and Scrutiny Panels are due to consider their work programmes at their meetings scheduled between 2 June and 23 June 2009. The outcome of those

discussions and any recommended changes to the overall work programme will be reported to the Commission at its meeting on 16 July 2009. The indicative work programme will be considered by the Overview and Scrutiny Commission and the ensuing programme will be subject to consultation with the Council's Executive and CMT, as required by the Constitution.

- 3.4 The work programme for the Joint East Berkshire Health Overview and Scrutiny Committee, of which the Council is a member, is determined separately by that Committee.

Background Papers

Annual Report of Overview and Scrutiny – 2008/09

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Indicative Work Programme for Overview and Scrutiny in 2009/10

The indicative work programme for O&S in 2009/10 is shown on the following pages. The programme is aimed at maintaining a strategic and coordinated work programme based on major areas of Council and partner organisations' activity, of direct and significant interest to residents. The programme incorporates the routine, on-going work of O&S and the completion of reviews currently underway. It proposes a limited number of new O&S reviews which are seen to be timely, relevant, significant and likely to add value. The O&S Commission appointed by Council at the annual meeting in May will consider this programme and consult the Council's Corporate Management Team and the Executive on it, as required by the Council's Constitution.

The determination of the O&S Work Programme for the forthcoming year is a matter for the newly appointed members of the Commission and its Panels. To help inform that decision, and having taken note of the future developments set out earlier in this report, our experience and the views offered by others, the current members of the O&S Commission set out below an indicative programme of the main topics which we consider are worthy of review. The proposed indicative work programme below will necessarily be subject to refinement and updating. It will also require consultation with the Executive and the Corporate Management Team, as required by the Council's Constitution.

The work programme for the Joint East Berkshire Health Overview and Scrutiny Committee, of which Bracknell Forest Council is a member, is determined separately by that Committee.

OVERVIEW AND SCRUTINY COMMISSION	
1.	Co-ordination of the work of the Overview and Scrutiny Panels
2.	Routine Monitoring of the Performance of the Council's Corporate Functions To include: the Corporate Performance Overview Reports; the Performance Monitoring Reports of the Chief Executive's Office and the Corporate Services Department; progressing the regeneration of Bracknell Town Centre; the reports of both internal and external audit; and progress on strategic risk management.
3.	2010/11 Budget Scrutiny To review the Council's budget proposals for 2010/11, and plans for 2011/12/13. Note – each of the Overview and Scrutiny Panels will also scrutinise the budget proposals in their departmental areas.
4.	Exercising pre-decision scrutiny by reference to the Executive Forward Plan
5.	Reviewing the Action Taken on Previous Overview and Scrutiny Reports To periodically review the action taken by the Executive in relation to agreed recommendations from earlier O&S reports.

6.	Older People's Strategy To provide input from Overview and Scrutiny to the Council's development of an Older People's Strategy.
7. New	The Work of the Bracknell Forest Partnership Building on the 2008/09 O&S review of the Local Area Agreement, to review the role and activities of the Bracknell Forest (Local Strategic) Partnership's Theme Partnerships for: The Town Centre Partnership, The Crime and Disorder Reduction Partnership, and The Economic and Skills Development Partnership.
8. New	Sustaining Economic Prosperity To review the service plans for the Council's new Priority 6, to sustain the economic prosperity of the Borough during the current economic downturn.

ADULT SOCIAL CARE OVERVIEW AND SCRUTINY PANEL	
1.	Monitoring the performance of Adult Social Care Services To include on-going review of the Performance Monitoring Reports, receiving statutory plans and reports (such as the annual reports on complaints received) and monitoring the action taken by the Executive to earlier reports by the Panel.
2.	Exercising pre-decision scrutiny by reference to the Executive Forward Plan
3.	2010/11 Budget Scrutiny To review the Council's Adult Social Care budget proposals for 2010/11, and plans for 2011/12/13.
4. New	Transforming Social Care To review the policy initiatives associated with the Transforming Social Care pilots.
5. New	Safeguarding Adults To monitor the Annual Safeguarding Adults Annual Reports.
6. Complete	Services for People with Learning Disabilities To complete the work of the Working Group undertaking a review of services for people with learning disabilities (formally known as the Social Care Modernisation Agenda Working Group).

CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL	
1.	<p>Monitoring the performance of Children's Services and Learning To include on-going review of the Performance Monitoring Reports, receiving statutory plans and reports (such as the annual reports on the Children and Young People's Plan) and monitoring the action taken by the Executive to earlier reports by the Panel.</p>
2.	<p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p>
3.	<p>2010/11 Budget Scrutiny To review the Council's Children's Services and Learning budget proposals for 2010/11, and plans for 2011/12/13.</p>
4.	<p>14-19 Years Education Provision A strategic review of education services to the age group 14-19 years.</p>
5. New	<p>The Work of the Bracknell Forest Partnership Building on the 2008/09 O&S review of the Local Area Agreement, to review the role and activities of the Bracknell Forest (Local Strategic) Partnership's two Themed Partnerships for: The Children's Trust and The Early Years, Child Care & Play Partnership.</p>
6. New	<p>Safeguarding Children To review the Council's plans and performance with regard to safeguarding children, including the role of the Executive Member, and a specific review of child protection practice and procedures.</p>
7. New	<p>Transport A strategic review of the procurement and provision of transport used by Children's Services and Learning.</p>
8. Complete	<p>Extended Services and Children's Centres To complete the work of the Working Group undertaking a review of Extended Services and Children's Centres jointly with the Health Overview and Scrutiny Panel.</p>

ENVIRONMENT CULTURE AND COMMUNITIES OVERVIEW AND SCRUTINY PANEL	
1.	<p>Monitoring the performance of the Environment, Culture and Communities Department</p> <p>To include on-going review of the Performance Monitoring Reports and monitoring the action taken by the Executive to earlier reports by the Panel.</p>
2.	<p>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</p>
3.	<p>2010/11 Budget Scrutiny</p> <p>To review the Council's Environment, Culture and Communities budget proposals for 2010/11, and plans for 2011/12/13.</p>
4.	<p>Strategic review of waste</p> <p>To complete the work of the working group undertaking the review of the new waste Private Finance Initiative re³ contract and the experience of the first year of Alternative Bin Collection.</p>
5.	<p>Benefits Service Improvement Plan</p> <p>To provide Member input to monitoring the implementation of the improvement plan for the operation of Council and Housing Tax Benefits</p>
6.	<p>Monitoring the implementation of the Action Plan for Supporting People</p>
7.	<p>Contributing to the development of the new Housing Strategy</p>
8.	<p>Section 106 Arrangements</p> <p>To review the arrangements for securing and applying receipts from Section 106 agreements.</p>
9. New	<p>The Work of the Bracknell Forest Partnership</p> <p>Building on the 2008/09 O&S review of the Local Area Agreement, to review the role and activities of the Bracknell Forest (Local Strategic) Partnership's Theme Partnerships for: The Strategic Housing Partnership, The Cultural Partnership, The Transport Partnership, and The Climate Change Partnership.</p>
10. New	<p>Highway Maintenance and Improvement</p> <p>To review the Council's plans and performance for highway maintenance and improvement.</p>
11. Complete	<p>Contributing to the development of the Community Arts Development Plan</p>

HEALTH OVERVIEW AND SCRUTINY PANEL	
1.	Monitoring the implementation of the Borough's Health and Well-Being Strategy
2.	Patient Focus (Now Preparedness for Public Health Emergencies) To complete the work of the Working Group undertaking a detailed review centred on General Practitioner services.
3.	In conjunction with the Joint East Berkshire Health Overview and Scrutiny Committee, monitoring the performance and budget of the Berkshire East Primary Care Trust PCT This review will include the linkage with the Operating Framework and the national NHS priorities set by the Department of Health.
4.	Contributing to the annual 'Health Check' process and responding to consultations by the PCT and NHS Trusts operating in the Borough.
5. New	The New NHS Constitution To review the implementation by NHS organisations of the new NHS Constitution, which brings together a number of rights, pledges and responsibilities for staff and patients.
6. New	The New 'Healthspace' in Bracknell To review the PCT's plans and progress towards creating the new 'Healthspace' for Bracknell.
7. New	Control of Hospital-Acquired Infections To review the progress of health service providers on infection control, particularly in relation to MRSA and C Difficile.
8. New	The Work of the Bracknell Forest Partnership Building on the 2008/09 O&S review of the Local Area Agreement, to review the role and activities of the Bracknell Forest (Local Strategic) Partnership's Health and Social Care Partnership.
9. Complete	Extended Services and Children's Centres To complete the work of the Working Group undertaking a review of Extended Services and Children's Centres jointly with the former Social Care and Learning Overview and Scrutiny Panel.

Note – This programme may need to be amended to meet new requirements arising during the year.

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CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 10 JUNE 2009

OVERVIEW AND SCRUTINY – QUARTERLY PROGRESS REPORT Assistant Chief Executive

1 INTRODUCTION

- 1.1 This report sets out the Overview and Scrutiny (O&S) activity over the period February to April 2009, also the national and local developments in O&S.

2 SUGGESTED ACTION

- 2.1 That the Children's Services and Learning Overview and Scrutiny Panel notes the quarterly progress report on Overview and Scrutiny.

3 SUPPORTING INFORMATION

Overview and Scrutiny Working Groups

- 3.1 The table at Appendix 1 sets out the current status of the O&S Working Groups, along with the list of completed reviews. Reports finalised and published in the quarter included: the Working Group report on Extended Schools Services and Children's Centres; letters commenting on the Older People's Strategy, services for Adults with Learning Disabilities, and the statutory annual 'Healthcheck' letters to NHS organisations; and the Annual Report on O&S, which was adopted by Council on 15 April.

Overview and Scrutiny Commission

- 3.2 The O&S Commission continues to meet on a two-monthly cycle, with its last meeting on 1 April, when the main items included: the two Working Group reports on Waste & Recycling and Extended Schools Services & Children's Centres; the outcome of the review of services for Adults with Learning Disabilities; accommodating the new legal requirement for a 'Crime and Disorder Committee', and the proposed approach to O&S of the Bracknell Forest Partnership. The Commission had its annual meeting on 6 May, electing the Chairman and appointing the Vice Chairman and the Panels. The Commission's next meeting will be on 11 June.

Environment, Culture and Communities O&S Panel

- 3.3 The Panel has continued to meet on a three-monthly cycle. At its last meeting on 16 March, the Panel: considered the report of the Working Group on Waste and Recycling; received a report and presentation on Section 106 arrangements; reviewed the Department's Performance Monitoring report, also the quarterly report of O&S; considered the revised Community Arts Strategy; and considered the proposed approach to O&S of the Bracknell Forest Partnership. The main work of the Panel is being progressed through the working groups (see Appendix 1), which are progressing well. The Panel's next meeting is on 23 June.

Health O&S Panel

- 3.4 The Panel has continued to meet on a three-monthly cycle. At its last meeting on 12 March, the main items included: receiving proposals from Heatherwood and Wexham Park Hospitals Trust (H&WPHT) on service changes; meeting the Chief Executive and senior staff of 'Help and Care', the host organisation for the new Local Involvement Network; receiving updates from H&WPHT on the medical staffing position and progress in controlling hospital-acquired infections; and agreeing the annual 'Healthcheck' letters to NHS organisations, also the Working Group report on Extended Schools Services & Children's Centres. The Panel has commenced its Working Group on the Bracknell Healthspace, and re-launched its Working Group on Patient Focus. The Chairman and Vice Chairman have continued to represent the Panel at meetings of the South Central Health O&S group and at various Department of Health and other conferences. The Panel's next meeting is on 18 June.

Social Care and Learning O&S Panel

- 3.5 The Panel has continued to meet on a broadly three-monthly cycle. At its March meetings, one of which was at Edgbarrow School, the main items considered by the Panel included: consideration of the proposed approach to O&S of the Bracknell Forest Partnership; the Working Group reports on Extended Schools Services & Children's Centres and services to adults with learning disabilities; reviewing the department's latest Performance Monitoring Report, also the quarterly report of O&S; considering the Executive's response to the O&S report on English as an Additional Language in schools; receiving a presentation on the 'Grow Our Own' project; and considering a report on the re-roofing of The Pines School. The Panel has commenced its review of 14-19 years education. The Panel's next scheduled meeting is on 10 June.

Joint East Berkshire Health O&S Committee

- 3.6 This Committee, chaired and serviced by RB Windsor and Maidenhead until May 2009 when Slough BC will take over, continues to meet broadly on a three-monthly cycle, rotating between the three Councils' venues. The last Committee meeting was on 24 March in Maidenhead, when the Committee received updates on the Assisted Conception policy review, 'Right Care Right Place', also proposals from Heatherwood and Wexham Park Hospitals Trust on service changes. The Committee agreed its 'Annual Healthcheck' letters to NHS organisations, and considered its work programme for 2009-10. The Committee's next meeting will be on 29 June at Bracknell.
- 3.7 Responses to the feedback questionnaires on the quality of O&S reviews are summarised in Appendix 2.
- 3.8 External networking on O&S in the last quarter has included hosting a visit by a Member of the Isle of Wight Council to the meeting of the Environment, Culture and Communities O&S Panel in March, and attending a South East Employers O&S Members and Officers group in April. The Chairman of the O&S Commission and two O&S officers will be attending the annual conference of the Centre for Public Scrutiny in June.
- 3.9 Quarterly review meetings between O&S Chairmen, Vice Chairmen, Executive Members and Directors are taking place regularly for the Commission and the Panels. Agenda-setting meetings continue to be held, usually in combination with the review meetings.

- 3.10 The indicative work programme for O&S for 2009/10 has been agreed by the O&S Commission and Panels, and included in the Annual Report of O&S. CMT and the Executive will be formally consulted on the work programme after the Commission's meeting in June 2009.

(ii) Developments in O&S

- 3.11 The Local Democracy, Economic Development and Construction Bill completed its third reading in the House of Lords on 29 April and will now be considered by the House of Commons. As advised in the last quarterly report, the main clauses relating to Overview and Scrutiny relate to the handling of petitions.
- 3.12 The O&S provisions in the Local Government and Public Involvement in Health Act 2007 commenced on 1 April 2009. The accompanying regulations and guidance relating to scrutiny of local strategic partnerships is awaited. The guidance on the new 'Councillor Call for Action' arrangements has been taken into account in recommendations to Council at its 6 May meeting on changes to the Constitution. An all-Member briefing has been issued on this, along with the 'Community Call for Action' which came into force on 30 April, consequent on the commencement of the O&S provisions in the Police and Justice Act. National guidance on those provisions is expected in May.
- 3.13 The proposed approach to the O&S of the Bracknell Forest Partnership (BFP) has been agreed by the O&S Commission and Panels, and this will now be presented to the BFP Board at their meeting on 21 May.
- 3.14 The Chairman of the Executive has agreed to a request from the Chairman of the O&S Commission that in future, O&S reports should be personally presented to the Executive at their briefing meeting by the Lead Member of the O&S review.
- 3.15 At its meeting on 6 May, Council approved the recommendations in a report by the Constitution Review Group, that the structure of O&S should be changed, with the Social Care and Learning O&S Panel being split into two: Adult Social Care, and Children's Services and Learning. This is designed to give a stronger focus needed on children's and adult social care, and to create more capacity to meet increased demands on O&S. Council also approved the recommendation that the O&S Commission's role should be expanded to include the new statutory role of 'Crime and Disorder' Committee.

Background Papers

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

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Alluse/Overview and Scrutiny/2008/09/CMT 20.5.09 O&S Progress Report

OVERVIEW AND SCRUTINY WORKING GROUPS – 2008/09

Position at 1 May 2009

Overview and Scrutiny Commission								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Older Peoples Strategy	Edger (Lead), Mrs Birch & Virgo	Victor Nicholls	Richard Beaumont	√	√	√		Executive response awaited to letter of 29 April containing O&S observations on the strategy

Environment, Culture and Communities Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Strategic Review of Waste	Brunel-Walker (Lead), Mrs. Angell, Beadsley, Mrs. Ryder, Wade (Crowthorne), Allen (S'hurst & Ms Healy (Warfield)	Steve Loudoun / Janet Dowlman	Andrea Carr	√	√			The draft report was considered by the Commission on 1 April and is currently being finalised

Supporting People (SP)	Mrs. Shillcock (Lead) & Mrs. Fleming	Simon Hende / Clare Dorning	Andrea Carr	√	07/08 √ (Annual monitoring)	07/08 √ (Annual monitoring)	N/A	The Working Group met on 30 September 2008 to monitor progress against implementation of the SP programme and reported its findings to the Social Care and Learning O&S Panel on 17 December 2009.
Housing Strategy	Finnie (Lead), Mrs. Fleming and Finch	Clare Dorning	Richard Beaumont	√	Detailed input provided to draft strategy			Nearing conclusion - next meeting arranged for 13 May
Implementation of the Housing and Council Tax Benefit Service Improvement Plan	Finch (Lead), Beadsley, Burrows	Simon Hende / Shanaz Alam	Emma Silverton (Richard Beaumont to Support)	√	Final report being drafted			Final report being agreed with Members

Health Overview and Scrutiny Panel								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Patient Focus/Preparedness for Public Health Emergencies	Burrows (Lead), Mrs. Angell, Thompson, Mrs. Mattick,	David Steeds	Andrea Carr/ Richard Beaumont	In draft				Working Group re-launched with different focus. First meeting held on 27 April 2009. Next meeting 14 May.
Bracknell Health Space	Virgo (lead) Mrs Angell, Baily, Leake, Mrs Shillcock	Glyn Jones/ Mary Purnell	Richard Beaumont (Emma Silverton in support)	In draft				First meeting held on 27 April 2009.

Joint East Berkshire Health Overview and Scrutiny Committee								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Hospital Discharge Procedures	Baily, Coad (Slough BC), Napier (RB W&M)	N/A	Andrew Scott (RB W&M)	√				Met twice, but progress has been limited.

Social Care and Learning Overview and Scrutiny Panel

WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Social Care Modernisation Agenda	Leake (Lead), Mrs. Shillcock & Virgo	Glyn Jones	Andrea Carr	√	√	√		Executive response awaited to letter of 6 April 2009 containing O&S recommendations on services for Adults with Learning Disabilities
Extended Services & Children's Centres (Joint with SC&L OSP)	Leake (Lead), Mrs. Birch, Mrs. Angell, Mrs. McCracken, Burrows, Beadsley	Graham Symonds / Karen Frost	Katie Dover/ Richard Beaumont	√	√	√		Executive response awaited to letter of 6 April 2009 enclosing the report
14-19 Years Plan	Mrs Birch (Lead) Dr Josephs-Franks, Kensall, Mrs McCracken, Mrs Ryder	Martin Surrell	Andrea Carr (Emma Silverton to support)	√				5 Working Group meetings held. Attending a meeting of the 14-19 Years Partnership on the 14 th May

Completed Reviews

Publication Date	Title
December 2003	South Bracknell Schools Review
January 2004	Review of Adult Day Care Services in Bracknell Forest (Johnstone Court Day Centre & Downside Resource Centre)
May 2004	Review of Community & Voluntary Sector Grants
July 2004	Review of Community Transport Provision
April 2005	Review of Members' Information Needs
November 2005	The Management of Coronary Heart Disease
February 2006	Review of School Transfers and Performance
March 2006	Review of School Exclusions and Pupil Behaviour Policy
August 2006	Report of Tree Policy Review Group
November 2006	Anti-Social Behaviour (ASB) – Review of the ASB Strategy Implementation
January 2007	Review of Youth Provision
February 2007	Overview and Scrutiny Annual Report 2006
February 2007	Review of Library Provision
July 2007	Review of Healthcare Funding

November 2007	Review of the Council's Health and Wellbeing Strategy
December 2007	Review of the Council's Medium Term Objectives
March 2008	2007 Annual Health Check Response to the Healthcare Commission
April 2008	Overview and Scrutiny Annual Report 2007/08
May 2008	Road Traffic Casualties
August 2008	Caring for Carers
September 2008	Scrutiny of Local Area Agreement
October 2008	Street Cleaning
October 2008	English as an Additional Language in Bracknell Forest Schools
April 2009	Overview and Scrutiny Annual Report 2008/09
April 2009	Healthcare Commission's Annual Health Check 2008/09 (letters submitted)

Results of Feedback Questionnaires on Overview and Scrutiny Reports

Note – Departmental Link officers on each review were asked to score the key aspects of each O&S review on a scale of 0 (Unsatisfactory) to 3 (Excellent)

	Average score for previous 6 Reviews*
PLANNING	2.8
Were you given sufficient notice of the review?	
Were your comments invited on the scope of the review, and was the purpose of the review explained to you?	3
CONDUCT OF REVIEW	2.7
Was the review carried out in a professional and objective manner with minimum disruption?	
Was there adequate communication between O&S and the department throughout?	2.7
Did the review get to the heart of the issue?	2.8
REPORTING	2.8
Did you have an opportunity to comment on the draft report?	
Did the report give a clear and fair presentation of the facts?	2.2
Were the recommendations relevant and practical?	2.7
How useful was this review in terms of improving the Council's performance?	2.7

* Road Traffic Casualties, Review of the Local Area Agreement, Support for Carers, Street Cleaning, Services for Adults with Learning Disabilities, English as an Additional Language in Schools.

EXECUTIVE WORK PROGRAMME: SOCIAL CARE AND LEARNING

REFERENCE	I016916
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TITLE: Playbuilder Report

PURPOSE OF DECISION: To approve the financial and project management arrangements for the Playbuilder Project.

FINANCIAL IMPACT: As set out in the report

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Not applicable.

METHOD OF CONSULTATION: Not applicable at this stage.

DATE OF DECISION: 16 Jun 2009

REFERENCE	I015484
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TITLE: Learning Disability Community Support Service

PURPOSE OF DECISION: Following a formal tender exercise, to agree to the awarding of framework agreements for the above service

FINANCIAL IMPACT: Within existing budget

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Not applicable.

METHOD OF CONSULTATION: Not applicable.

DATE OF DECISION: 16 Jun 2009

REFERENCE	I015685
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TITLE: Use of Section 106 Funds to Support Grow Our Own Project

PURPOSE OF DECISION: To seek Executive approval for the use of Section 106 Funds.

FINANCIAL IMPACT: Within existing budget

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Not applicable.

METHOD OF CONSULTATION: Not applicable.

DATE OF DECISION: 16 Jun 2009

REFERENCE	I016914
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TITLE: Overview and Scrutiny Report: A Review of Children's Centres and Extended Services in and Around Schools in Bracknell Forest

PURPOSE OF DECISION: To approve the response to the recommendations set out in the Overview and Scrutiny Report.

FINANCIAL IMPACT: Within existing budget

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Not applicable.

METHOD OF CONSULTATION: Not applicable.

DATE OF DECISION: 16 Jun 2009

REFERENCE	I017051
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TITLE: Social Care and Learning Capital Programme

PURPOSE OF DECISION: To seek Executive approval to update the 2009/10 Social Care and Learning Capital Programme.

FINANCIAL IMPACT: The relevant legal provisions are contained within the main body of the report.

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Key stakeholders.

METHOD OF CONSULTATION: Individual programmes and projects are subject of consultations with all key stakeholders.

DATE OF DECISION: 16 Jun 2009

REFERENCE	I015634
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TITLE: Learning Disability Transfer of Resources

PURPOSE OF DECISION: To inform members of the proposals to transfer Section 28A monies from the Primary Care Trust to the Local Authority.

FINANCIAL IMPACT: None at this time

WHO WILL TAKE DECISION: Executive

PRINCIPAL GROUPS TO BE CONSULTED: Not applicable.

METHOD OF CONSULTATION: None

DATE OF DECISION: 14 Jul 2009