



## NOTICE OF MEETING

**Children's Services and Learning Overview and Scrutiny Panel  
Wednesday 24 March 2010, 7.30 pm  
Bracknell & Wokingham College**

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

Councillor Mrs Birch (Chairman), Councillor Ms Whitbread (Vice-Chairman), Councillors Mrs Beadsley, Dudley, Kensall, Mrs McCracken, Osborne and Mrs Ryder

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

Mr G S Anderson and One Vacancy

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

Dr P Josephs-Franks and One Vacancy

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

Miss V Richardson and One Vacancy

**cc: Substitute Members of the Committee**

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

**Please note that this meeting will be held in the Church Road Conference Room at Bracknell & Wokingham College. A pre-meeting tour of the new facilities will begin promptly at 6.45 from the College reception.**

ALISON SANDERS  
Director of Corporate Services

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If you require further information, please contact: Emma Silverton  
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**Children's Services and Learning Overview and Scrutiny Panel  
Wednesday 24 March 2010, 7.30 pm  
Bracknell & Wokingham College**

**AGENDA**

Page No

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

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

**2. MINUTES AND MATTERS ARISING**

To approve as a correct record the minutes of the meeting of the Children's Social Care and Learning Overview and Scrutiny Panel held on 20 January 2010.

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Matter Arising

**Further details of the Committed Capita One (EMS) upgrade,** requested by CS&L Overview and Scrutiny Panel 20 January 2010

Capita are continuing to migrate ONE (EMS) software from its existing outdated environment to the industry standard Dot Net (.Net) technology. This project was initiated in 2007 and will run until March 2012 according to the current implementation schedule. There are significant costs associated with this migration which have increased greatly since initial quotes were provided by Capita. This is due to the increase in software migration prices year on year and an increase in implementation costs. There has also been further information from Capita on annual maintenance charges because of the migration.

The costs of moving to another supplier, should one exist that could meet our business needs, would be prohibitive at this stage.

**Playbuilder Briefing Note,** requested by CS&L Overview and Scrutiny Panel 20 January 2010

A briefing note providing further details in respect of the Playbuilder Project is attached.

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

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

**4. URGENT ITEMS OF BUSINESS**

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

**PERFORMANCE MONITORING**

## 5. **PERFORMANCE MONITORING REPORT**

To consider the latest trends, priorities and pressures in terms of departmental performance as reported in the PMR for the third quarter (October to December) of 2009/10 relating to Children's Services and Learning, giving particular attention to details of performance indicators relating to children and young people's participation in high quality physical education and sport, child obesity and take up of school lunches.

*Panel members are asked to give advance notice to the Overview and Scrutiny Team of any questions relating to the PMR where possible.*

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

### **OVERVIEW AND POLICY DEVELOPMENT**

#### 6. **'GROW OUR OWN' PROJECT**

To receive a progress report on the 'Grow Our Own' Project including case studies of people who have benefited from the scheme.

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#### 7. **NEW SOUTH BRACKNELL YOUTH FACILITIES**

A report providing further details in respect of the provision of new youth facilities in South Bracknell is attached.

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#### 8. **EXECUTIVE RESPONSE TO THE REVIEW OF DELIVERING THE 14-19 EDUCATION ENTITLEMENT**

To consider the Executive response to the above report of the review of Delivering the 14-19 Education Entitlement undertaken by a working group of this Panel.

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#### 9. **INDICATIVE OVERVIEW AND SCRUTINY WORK PROGRAMME FOR 2010/11**

The Panel is invited to endorse its indicative Work Programme for 2010/11 which is appended to the attached report.

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#### 10. **OVERVIEW AND SCRUTINY QUARTERLY PROGRESS REPORT**

To note the quarterly progress report of the Assistant Chief Executive.

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### **HOLDING THE EXECUTIVE TO ACCOUNT**

#### 11. **EXECUTIVE FORWARD PLAN**

To consider forthcoming items on the Executive Forward Plan relating to children's social care and learning.

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**Date of Next Meeting**

Pending Council approval, the next scheduled meeting of the Children's Services and Learning Overview and Scrutiny Panel will be held on 30 June 2010.

**CHILDREN'S SERVICES AND LEARNING  
OVERVIEW AND SCRUTINY PANEL  
20 JANUARY 2010  
5.40 - 7.15 PM**



**Present:**

Councillors Mrs Birch (Chairman), Ms Whitbread (Vice-Chairman), Mrs Beadsley, Dudley, Kensall, Osborne, Mrs Ryder and Harrison (Substitute)  
Mr G S Anderson, Church Representative  
Miss V Richardson, Teachers Representatives

**Apologies for absence were received from:**

Councillor Mrs McCracken

**Executive Members:**

Councillor Dr Barnard, Executive Member for Children & Young People

**Also Present:**

Andrea Carr, Policy Officer  
Martin Gocke, Acting Director of Children, Young People & Learning  
Karen Frost, Early Years Manager  
Emma Silverton, Democratic Services Officer

**1. Election of Chairman**

In the absence of the Children Service's and Learning Overview and Scrutiny Panel Chairman and Vice-Chairman at the commencement of the meeting, the Panel nominated a chairman for the meeting.

**RESOLVED** that Councillor Osborne Chair the meeting of the Children Service's and Learning Overview and Scrutiny Panel.

**COUNCILLOR OSBORNE IN THE CHAIR**

**2. Apologies for Absence/Substitute Members**

The Panel noted the attendance of the following Substitute Member:

Councillor Harrison for Councillor Mrs McCracken.

**3. Minutes and Matters Arising**

**RESOLVED** that the minutes of the Children's Services and Learning Overview and Scrutiny Panel held on 16 December 2009 be approved as a correct record and signed by the Chairman.

There were no matters arising.

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

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

5. **Urgent Items of Business**

There were no urgent items of business.

6. **Corporate Parenting Advisory Panel**

The Panel received and noted the minutes of the Corporate Parenting Advisory Panel meeting held on 02 December 2009.

Arising from discussion the Panel noted the following points:

- the work of the Corporate Parenting Advisory Panel was an important area of consideration for scrutiny
- there was a need to recruit foster carers for children in the 11+ age group. A greater number of available foster carers would be likely to lead to an increase in the number of stable placements as there would be a greater range of choice when placing children in foster care
- Initiatives were currently taking place to increase awareness of the need for more foster carers.

7. **Review of the Early Years, Childcare and Play Theme Partnership**

As part of the agreed approach to the Overview and Scrutiny of Bracknell Forest Partnership, the Panel noted the completed questionnaire detailing the Early Years, Childcare and Play Partnership's governance, performance management, financial management, and related issues.

The Panel received a presentation regarding the Early Years, Childcare and Play Partnership (EYCCPP) outlining the development of the Partnership since its establishment in 1997, key duties, priorities and challenges for the future.

In 1997 the Early Years Development Partnership (EYDP) was formed as the result of a requirement from Government on all local authorities. The EYDP set local targets providing a focus for agencies to ensure provision for early years development was meeting required standards.

In 1999 the age range the partnership focused on was expanded to include children 0-14 years and up to 16 for children with Special Needs. The Partnership changed its name to reflect this becoming the Early Years Development and Childcare Partnership.

The Partnership's duties were to ensure all funding supported the delivery of the Government's Ten Year Strategy for Childcare and Choice for Parents: the best start for children. Funding should also support duties set out in the Childcare Act 2006 and Local Authorities requirements.

The key priorities for the EYCCPP were:

- Children's Centres
- Childcare Sufficiency and Access
- Outcomes Quality and Inclusion

- Graduate Leadership
- Every Child a Talker – from April 2010
- Play Strategy Development

Future work for the Partnership included the development of two further Children's Centres, extending the free entitlement of Early Education and Childcare, targeted funding for Two Year Old Early Education, securing graduate early years professionals and developing more accessible play opportunities for all children and young people.

There was a high level of trust between members of the partnership, its sub-groups and service providers. The EYCCPP's Terms of Reference and membership were reviewed on an annual basis.

Arising from discussion with the Chairman and lead officer of the Partnership the Panel noted the following:

- the provision for Two Year Olds focused on engaging with the most vulnerable children. 50 places were available across the borough for vulnerable children referred for extra development support.
- The Partnership received no direct funding, however it supported and advised the local authority who received direct funding for Early Years and Childcare and Play development.

The Panel thanked the Chairman and lead officer for presenting their partnership and congratulated the Early Years, Childcare and Play Partnership team on a partnership which has progressed from strength to strength creating additional capacity for the delivery of projects for children in the Borough and ensuring resources were targeted in important areas during the current economic downturn.

### **COUNCILLOR MRS BIRCH IN THE CHAIR**

#### **8. 2010/11 Draft Budget Proposals**

The Panel received extracts from the proposed 2010/11 Revenue Budget and Capital Programme reports relating to Children, Young People and Learning which were presented to the Executive on 15 December 2009.

The Acting Director of Children, Young People and Learning (CYPL) introduced the budget proposals which included detailed information on service pressures and developments, key decisions, fees and charges, risk areas and contingency.

The Council had faced significant pressure in delivering services within budget in the current financial year due to the impact of the recession. Loss of interest and reduced income from Council investments such as Easthampstead Park Conference Centre and revenue generated from car parking charges meant in year savings had been identified to reduce potential overspend. In year savings identified by the CYPL Department amounted to £397,000.

The Department was facing service pressures of £100,000 from a Council total of £1,524,000. Service economies from the CYPL Department would account for £516,000 from a total savings of £3,243,000. Risk areas identified by the Council amounted to £1.7 million.

The Panel noted that the schools budget was separate from the Children, Young People and Learning Department's budget and was not included in the proposed 2010/11 Revenue Budget and Capital Programme.

A pressure of £100,000 was anticipated from new requirements resulting from the Lord Laming Report in respect of the protection of children in England for all referrals from professionals to have an initial assessment.

Proposed savings for the Department included recharging some costs to the Schools Budget which were appropriate and had been initially agreed by the schools. The increased charges in the Schools Budget would not impact on individual schools in the borough.

A small number of staff currently funded from revenue budgets would be funded from external grants. The student finance function was moving from the local authority to the Student Loans Company. As a result the Council would be reducing its support in this area which meant redeployment of a member of staff to avoid a redundancy. In total the proposed budget savings for the CYPL Department would be £745,000.

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

- The provision made for the Pay Award did not include Teachers Pay Award which would come from the Schools Budget.
- The Extended Schools funding would end in March 2011, however it was anticipated that the drive and support for the provision would move to the schools.

The Acting Director of CYPL introduced the proposed fees and charges for the Department in 2010/11. Individual fees and charges had been examined with any increased limited by inflation. In the majority of cases there had been no significant increase, however the Education Centre's charges had increased as it was judged that this would not reduce the Centre's use.

The Panel considered the proposed Capital Programme 2010/11 – 2012/13. The total request for Council funding was £8,069,000, with CYPL requesting £1,065,000 of Council funding.

External funding - Primary Capital Strategy for Change amounted to £7,396,000 which included funding for Jennets Park Primary School development and Extended Schools, Children's Centres & Early Years. Other external funding items amounted to £18,326,000 which meant a total Capital Programme for the CYPL Department of £26,787,000 in 2010/11.

Arising from the subsequent discussion the following points were noted:

- External funding for the Playbuilder Project was £590,000. The Panel requested an update on the Playbuilder project to monitor progress.
- The Department was committed to the Capita One upgrade. Further details of the Committed Capita One (EMS) upgrade were requested by the Panel, particularly increased costs associated with software migration, the increase in implementation costs and annual maintenance charges.
- The external funding shown in the proposed Capital programme were amounts which the Department expected to receive having been successful in grant application.



- Concern was expressed regarding the development of new youth facilities in South Bracknell. The Panel requested further details on the provision of the youth facilities, to include details on when and where the money was to be spent and the expected date that facilities would be available for use.
- There were no proposed redundancies and no proposed increases in staffing levels in the CYPL Department.
- The Acting Director of Children, Young People and Learning was confident that enough savings had been made in the proposed budget to allow services to continue at a high standard without overspend.

The Panel thanked the Acting Director and noted that any further queries could be sent electronically for a response.

9. **Executive Forward Plan**

The Panel noted the items on the Executive Forward Plan relating to Children's Services and Learning.

**Date of Next Meeting**

The next scheduled meeting of the Children's Services and Learning Overview and Scrutiny Panel would be held on 24 March 2010 at Bracknell & Wokingham College.

**CHAIRMAN**

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**Playbuilder Briefing Note**  
**Requested by CS&L Overview and Scrutiny Panel 20 January 2010**

Bracknell Forest has been awarded £1.2m capital funding by DCSF to develop a minimum of 22 play sites across the borough aimed at 8 – 13 year old age range by March 2011. The DCSF have expectations that the planning and delivery of the project will encompass close collaborative working between stakeholders and opportunities for children and young people and local communities to be part of the consultative and planning processes.

The Early Years, Childcare & Play Partnership has identified and established a specific group of stakeholders, a Play Partnership, chaired by Councillor Gareth Barnard, to drive this agenda forward. Play England is providing the support and challenge role, reporting directly to DCSF via the implementation of a bi-monthly RAG rating process. Sites identified for development must:

- Fall within the financial scope set by DCSF (approx £50K per site)
- Be based upon evaluation of existing provision
- Make use of natural elements in the environment
- Provide a wide range of play experiences
- Be accessible to both disabled and non disabled children
- Meet community needs
- Allow children of different ages to play together
- Build in opportunities to experience risk and challenge
- Allow for change and evolution
- Be sustainable and appropriately maintained

A number of sites were identified for Year 1 of the programme by the Play Partnership. Following widespread consultation, particularly with children and young people, these sites are currently under development. Contracts with suppliers have been let and phase 1 remains on target for completion by the end of March 2010. Year 1 sites are as follows:

- Ascot Jubilee Recreation Ground, North Ascot
- East Lodge, Great Hollands (smaller scheme agreed with Play England as an 'extra' to enhance existing facilities)
- Evenlode Way, Sandhurst
- Farley Wood, Binfield
- Foxley Fields, Binfield
- Latimer/Lydney Recreation Ground, Birch Hill
- Memorial Park Sandhurst
- Morgan Recreation Ground, Crowthorne
- Pollardrow Avenue, Priestwood
- Threshfield, Wildridings
- Westmorland Park, Warfield (replaces Goddard Way where local residents objected)
- Winscombe, Great Hollands

The Play Partnership is currently considering a number of sites for development in Year 2 with completion before March 2011. A number of sites are emerging as possibilities.

The Play Partnership is also keen to explore the possibility of developing enhanced play opportunities for disabled children at The Lookout, working in partnership with Bracknell Forest 'Aiming High for Disabled Children' project.

Further investigation of possible Year 2 sites is being carried with the aim to identify and agree our final 11 sites at the next Play Partnership meeting being held in February 2010.

Martin Gocke  
Acting Director: Children, Young People & Learning  
25 January 2010

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## CHILDREN AND LEARNING OVERVIEW AND SCRUTINY PANEL 24<sup>th</sup> MARCH 2010

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### **GROW OUR OWN** **Director Children, Young People and Learning**

#### **1 INTRODUCTION**

- 1.1 This is a progress report for 'Grow Our Own' in Bracknell Forest. The project is jointly funded with the Royal Borough of Windsor and Maidenhead (RBWM) to provide support and training for non-employed residents in both boroughs.

#### **2 SUGGESTED ACTION**

- 2.1 The Panel is asked to note the contents of the report

#### **3 SUPPORTING INFORMATION**

##### Introduction

- 3.1 The Grow Our Own Project was conceived in Bracknell Forest and the RBWM to address the challenges of regeneration in an area of almost full employment. The project seeks to provide support and training to complement existing qualification-based programmes by focusing on local people and their potential to gain new or better employment as an immediate response to new jobs, or with a view to becoming job ready in the future. The scale of anticipated employment opportunities resulting from regeneration far exceeded the locally available workforce and the development of the local population was seen as a preference to attracting employees commuting into the borough. At the same time Windsor and Maidenhead Council were in a similar situation albeit on a smaller scale with developments in the town centres that were creating jobs. Therefore the two authorities came together to establish the project and through the partnership gained start up funding from SEEDA. Windsor and Maidenhead developments were underway in 2006 and so the initial focus for Grow Our Own delivery, whilst waiting for the start of the Bracknell regeneration scheme, was centered there.
- 3.2 SEEDA funding ended in September 2009 and each local authority agreed to continue to fund the project, whilst still maintaining a partnership to retain the infrastructure and brand of Grow Our Own. A formal agreement was made with RBWM to share equally the project management costs which included:

- Employment costs of the Project Manager (BFC employee)
- Employment costs of the Business Development Manager (RBWM employee)
- Consultant costs of a Project Facilitator
- Minimal central costs (literature, advertising, subscriptions)

All other local employment costs of project workers and the operational delivery costs were to be funded by each local authority (LA), utilising the locally available funding to meet locally agreed service targets.

- 3.3 The project is managed in Bracknell Forest within the Directorate of Children, Young People and Learning as part of the Lifelong Learning Team. At operational level the project is managed by officers from both LAs working collaboratively with the project manager to maintain sub-regional partnerships with key agencies which enable and support discreet local services to be delivered.

The Grow Our Own Executive Steering Group evolved into an advisory 'Challenge Group' with senior representatives of each LA meeting with the operational team to review progress and advise on future development. BFC is represented by the Assistant Chief Executive and the Chief Adviser – Learning and Achievement.

The Grow Our Own Project is represented at the Bracknell Forest Economic and Skills Development Partnership (EDSP). Provisional performance targets were developed to reflect the level of activity anticipated, utilising the Local Authority funding available. These targets were originally proposed with an intended start date of July 2009 but, due to delays in appointing staff, operational activity did not begin until early in 2010.

The Grow Our Own work programme is linked to the EDSP action plan and the Council's sixth overarching priority to sustain economic prosperity and the corresponding Medium Term Objectives.

### Project Activities

- 3.4 Partnerships have been formed with Careers Springboard, Children's Centres and JobCentrePlus to enable the Grow Our Own project to reach a range of Bracknell Forest residents. Delivery was kept low key whilst plans for the start of the town centre regeneration were being finalised.
- 3.5 Due to the re-phasing of the regeneration and with the focus on skills improvement and enhancement it was decided not to delay larger scale delivery any longer and Grow Our Own has moved to develop provision in Bracknell Forest from November 2009.
- 3.6 Whilst initially focusing on residents in Windsor and Maidenhead the project has now been strengthened in Bracknell Forest by the following actions to date:
- Establishment of a local project team of a Client Adviser and support officer in Bracknell based at the Open Learning Centre
  - Grow our Own Project Manager appointed to new role in Adult Learning at BFC, January 2010
  - Grow our Own Business Development Officer took on the role as Project Manager, January 2010
  - Employer Engagement Officer interviews scheduled for March 2010.
- 3.7 Activity to engage clients and build partnerships with support organisations has included:
- Initiating provision and outreach in three Children's Centres,
  - Information dissemination and co-working with Family Support Advisers,
  - Nextstep adult careers advice sessions,
  - Working with Job CentrePlus Advisers to provide information and signposting for eligible clients,
  - Project discussions with Extended Schools team,
  - Hosting a stand at the Bracknell & Wokingham College open day,
  - Hosting an employment programme supplied by the Redundancy Support Service,
  - Promoting the Digital Learning Champions programme to develop ICT skills for Jobseekers,
  - Providing an employability programme for returners to employment,
  - A Career taster programme of events focusing on key industry sectors,
  - Planned weekly 'drop in' sessions from March 18<sup>th</sup> at the Bracknell Open Learning Centre with plans to move to a town centre location. The service will be continuous throughout the year providing job seeking support, information, advice and guidance.
  - The GOO team working in partnership with the Housing Officers and the Housing team of the Council to ensure a referral process is in place via a web based system for the end of March 2010. This will be used to assess non employment of

residents and potential residents and provide information to support them gaining employment.

- 3.8 The new Client Adviser for Bracknell Forest started in February and so far has had seventeen client interactions that have resulted in:
- one client progressing onto Business Link training,
  - two having been invited to job interviews and are awaiting the results,
  - two registered on ICT courses to update their skills,
  - one enrolment on an Open University course for a formal teaching qualification

Ten clients are still actively working with the Client Adviser.

Prior to the project becoming operational with its own dedicated project team in Bracknell Forest a total of 100 Bracknell residents benefitted from the service via outreach from the Windsor and Maidenhead team. All 100 clients have progressed onto employment, further education or developed skills to enhance their employability. Progress against targets is given in Table A

**Table A**  
**Project Targets and Outcomes**

	SEEDA funded period	2009/2010		2010/2011	Notes
		Target (pro rata of 2 months)	Achieved	Target	
Target	Achieved				Achievement relates to 4 weeks of activity.
Client Interaction (IAG)	100	25	17	200	
Employer Engagement (Placement or vacancies recorded)	37	3	0	40	Employer Engagement Officer due to start March 2010
Skills / Training	59	12	7	80	Training courses due to start Summer term in Bracknell
Progression into employment (open or voluntary)	15	1	1	20	
Progression into employment (13 weeks, 16 hours or more)	41	2	0	35	
Progression into further education	6	1	1	10	

- 3.9 A number of client studies are included in Appendix 1. These indicate the broad range of local residents who are accessing the service.

- 3.10 Following the success of the SEEDA pilot in tackling worklessness in an area of high employment Grow Our Own has been asked to present at a National Conference on Worklessness in May 2010. The presentation is to demonstrate effective solutions that can be adopted by other Local Authorities and organisations in areas where there is non employment rather than high unemployment.

#### Finance

- 3.11 Bracknell Forest Council committed £218,884 to support the project. A budget plan is in place showing continuity up to May 2011. Throughout the lifespan of the project additional funds will continue to be sourced to support and enhance delivery.
- 3.12 SEEDA funds continued to be used up until November 2009 for all project costs.
- 3.13 To date £9337 has been drawn down from S106 contributions. This has funded staff recruitment, local project staff, marketing materials and office stationary.
- 3.14 Forecasted costs are: £50500 for central management and joint project costs and £98000 for the local costs per annum.

#### Background Papers

Appendix 1 – Client Case Studies

#### Contact for further information

Amanda Waters, 01344 354036

[Amanda.waters@bracknell-forest.gov.uk](mailto:Amanda.waters@bracknell-forest.gov.uk)



## Case Studies All Bracknell Forest residents

### Case Studies – Grow Our Own Clients

#### Mr A

Mr A is a graduate. After being made redundant from his job he found it difficult to plan a future direction. Supported with career guidance, a CV and application forms. He successfully gained a part time role with a major IT company and is about to move to a full time permanent role.

#### Ms B

A 50+ aged woman who had been made redundant from a Supervisor post. Ms B was referred to Grow Our Own by a friend. By this stage she was despondent and felt 'rejected' that she had been made redundant from an employer she felt she had been loyal to for 15 years. Ms B had considered alternative career options, but felt that she lacked the skills to undertake an alternative career path. The client Adviser secured a place on a specific career guidance project aimed at 50+ clients. The project provided action learning sessions with 5 other participants followed up with 1:1 focused career development. This enabled our client to review her career, consider her transferable skills, self promotion and networking skills. Ms B explored a number of options before deciding to undertake further training and has now secured employment in a different industry sector to that she was made redundant from.

#### Mr C

Mr C attends E2E Include and he is classed as NEET. The Grow Our Own adviser identified that Mr C had low self-confidence. By offering Mr C one-to-one support away from his peer group at "Get into Work" - over a period of time this slowly improved his confidence. He received advice on presenting his CV, application forms and interview skills and has now secured part-time employment with a local food retailer.

#### Mr D

Mr D is 19 and following qualifying as a Microsoft Support Technician had been unemployed for 7 months (NEET). He has a severe speech impediment and although many companies were interested in him from his CV he was failing at the interview stage. Mr D did not lack any self-confidence and his CV was working so we identified that he was not managing the disclosure of his disability well. He also decided to change the types of work he was looking for to more back office IT roles rather than customer support roles that relied on verbal communication. Following changing his tactics Mr D gained employment with a local IT retailer.

#### Ms E

Ms E was working in the retail sector, but was made redundant due to the company going into administration. After receiving advice from a GOO adviser Ms E wanted to gain better quality employment in an office environment. GOO suggested a review of her current skills and provided CV and interview skills support. Ms E secured full-time employment and has recently been promoted.

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## CHILDRENS SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 24 MARCH 2010

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### YOUTH PROVISION IN SOUTH BRACKNELL Director Children, Young People and Learning

#### 1 INTRODUCTION

- 1.1 This progress report updates members of the Panel on progress towards the development of additional youth provision and facilities in South Bracknell.

#### 2 SUGGESTED ACTION

- 2.1 The Children's Services and Learning Overview and Scrutiny Panel is asked to note the contents of the report.

#### 3 SUPPORTING INFORMATION

##### Provision in Great Hollands

- 3.1 As part of the transfer of housing stock to Bracknell Forest Homes, the Council made a commitment to invest £1m from the proceeds into youth facilities in south Bracknell.
- 3.2 In preparing to deliver this commitment, a number of options for location and provision have been evaluated within the relevant area. The priority community for delivery has been the Great Hollands neighbourhood and work has focussed in that area.
- 3.3 Identifying a site for a new youth centre in that area has been challenging. Throughout discussions with them, young people have been firm in their view that they would like provision to be located in the neighbourhood centre and options for delivering that have been explored. Discussions have coincided with the desire to make improvements to the centre in Great Hollands.
- 3.4 In the Autumn 2009, a potential site was identified. The current leaseholder was prepared to negotiate a surrender of lease with Corporate Property and this was concluded in early February. Some detailed work has been undertaken with the Planning Department and a request for planning permission was submitted on 9 February 2010. The necessary building work has been put out for tender with responses due in mid March.
- 3.5 The premises are located at 1 Great Hollands Square. This is the first property next to the car park at the Square and is next door to the Talkshop which is currently being used as a base for some youth activities. As a result of the location, the building footprint can be significantly enlarged to provide a good space for young people and at the same time enhancing the appearance of that part of the Square. A plan is attached. The facility is planned to open in the summer 2010.
- 3.6 Members of the Panel will be aware that a considerable amount of youth work has taken place in the area over the past few years. Great Hollands Square was a location for the Silver Bus prior to a better facility being developed in partnership with the Talkshop. During 2009/10 a small revenue budget for youth work in the area has been used to good effect. As well as regular sessions, a number of special projects have been undertaken in the area. A member of staff from the Youth Service has developed a positive relationship with young people through work with Easthampstead Park School and also with South Hill Park which culminated in activities that spread into the Town Centre during school holiday periods. The D of E Award Scheme is being established by the Adventure Education

Worker at EP school and this will transfer to the new centre when it opens. A core group of young people has been involved in generating ideas for the new provision and the Berkshire Association of Clubs for Young People has been supporting engagement activities.

- 3.7 For 2010/11 the revenue budget increases to that of comparable provision elsewhere in the Borough. This has enabled the appointment of an experienced youth worker to be appointed from April 2010. Over the coming months, she will build up her team of sessional workers and volunteers in order to develop provision for young people. Strengthening relationships and building trust and confidence are key elements in the success of any new provision.
- 3.8 Young people have worked with youth work staff and the Corporate Communications team to develop an identity and name for the new centre – The Zone. This will be a welcome addition to the other facilities in Bracknell Forest: Woodies in Priestwood, Trax in North Ascot, the Spot in Sandhurst, The Way in Harmanwater and smaller facilities at Whitegrove and Edgbarrow.

#### Mobile Provision

- 3.9 In addition to a new fixed facility, a new mobile facility is planned to replace the Silver Bus. The Silver Bus has been good provision over a period of years, but has frequently been troublesome in terms of reliability. It also lacks flexibility in terms of where it can be parked and who can drive it. There are not suitable locations for it to work across South Bracknell at the present time. The Silver Bus is still on the road and is a regular visitor to Birch Hill.
- 3.10 A specification for a new, smaller, more manoeuvrable vehicle has been drawn up and put out for tender. A supplier has been identified and work is currently being undertaken with this supplier to finalise aspects of the interior layout and exterior design. The new provision will be available in the summer as well.
- 3.11 A dedicated team of youth workers work with the bus, and without it when it is not available. This team have been working with young people where they congregate to form positive relationships with them. Friday night provision is incorporated into this activity. Regularity of contact is important in terms of developing trust and confidence. This team of workers is skilled in terms of signposting young people to sources of advice and support and encouraging them to take part in positive activities.

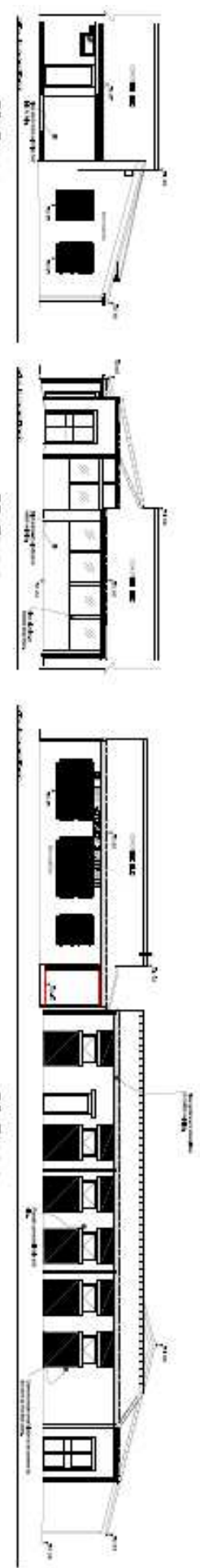
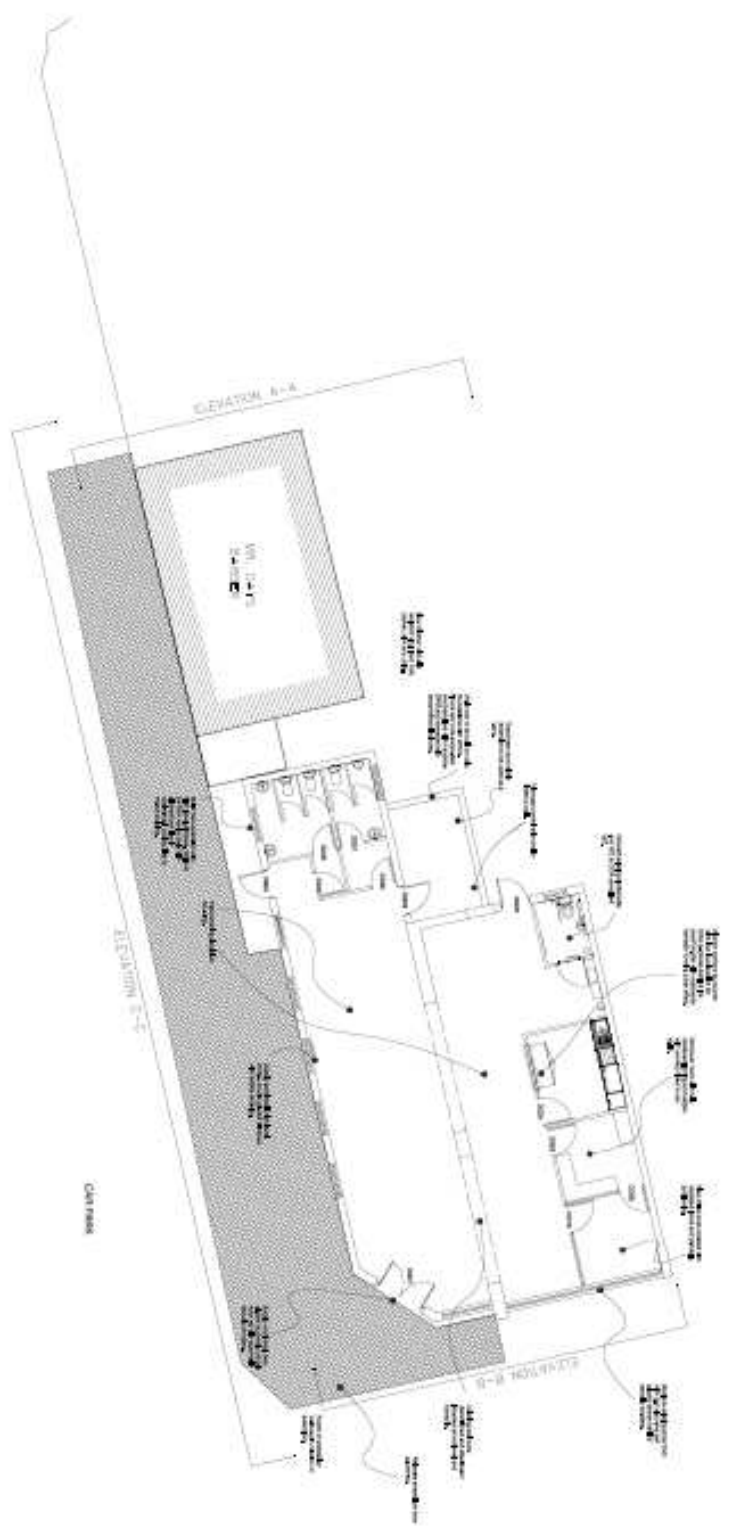
#### Other provision in South Bracknell

- 3.12 Other provision has been established for young people in the Birch Hill area outside of that provided by the Youth Service which is encouraging. The Easthampstead and Wildridings areas are more challenging and will be the next area for development.
- 3.13 Work is undertaken by the Youth Service with residents of both Holly House and Rainforest Walk, both located in Easthampstead but there is little more than that at present. Further exploration of the possibilities in these areas will be the next stage of development in South Bracknell. The initial stages of this will be the deployment of the detached team and mobile provision to the area.

#### Contact for further information

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## CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 24 MARCH 2010

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### EXECUTIVE RESPONSE TO DELIVERING THE 14-19 EDUCATION ENTITLEMENT Assistant Chief Executive

#### 1 INTRODUCTION

- 1.1 This report presents the attached Executive response to the review of delivering the 14-19 education entitlement undertaken by a working group of the Children's Services and Learning Overview and Scrutiny Panel.

#### 2 SUGGESTED ACTION

- 2.1 **That the Children's Services and Learning Overview and Scrutiny Panel considers the response of the Executive to the review of delivering the 14-19 education entitlement undertaken by one of its working groups.**

#### 3 SUPPORTING INFORMATION

- 3.1 The Executive is due to consider the attached recommended responses to the Working Group's report on delivering the 14-19 education entitlement at its meeting on 16 March 2010. Any changes to the recommended responses agreed by the Executive on 16 March 2010 will be reported orally at this meeting. The Executive response will be considered by the Overview and Scrutiny Commission at its meeting to be held on 25 March 2010.

#### Background Papers

Delivering the 14-19 Education Entitlement – A review undertaken by a working group of the Children's Services and Learning Overview and Scrutiny Panel, January 2010.

#### Contact for further information

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TO: THE EXECUTIVE  
16 MARCH 2010

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**OVERVIEW AND SCRUTINY REPORT: DELIVERING THE 14 – 19 EDUCATION ENTITLEMENT**

**Acting Director of Children, Young People and Learning**

**1 PURPOSE OF DECISION**

- 1.1 To determine the Executive's response to the recommendations in the report by the Children Services and Learning Overview and Scrutiny Panel's Working Group on 14 – 19 Education.

**2 RECOMMENDATIONS**

**It is recommended to the Executive that:**

- 2.1 **the responses and recommendations outlined in the supporting information in paragraph 5 below be approved;**
- 2.3 **they thank the members of the Working Group for their report.**

**3 REASONS FOR RECOMMENDATIONS**

- 3.1 The Overview and Scrutiny Working Group has spent considerable time reflecting on all the issues with the support of appropriate officers and partners in the delivery of education and training for young people in this age group. As a consequence the report and recommendations are fully informed and merit support.

**4 ALTERNATIVE OPTIONS CONSIDERED**

- 4.1 Not applicable.

**5 SUPPORTING INFORMATION**

- 5.1 The following information is the considered response to the nine recommendations made by the Children Services and Learning Scrutiny Panel Working Group.
- 5.2 **(a) Working Group Recommendation** Copies of this report be sent to the Secretary of State and Shadow Secretary of State for Children, Schools and Families to inform them of the Working Group's concerns that the Diploma is unlikely to meet the needs of all children and young people.

**Agreed.** The recommendations of the Working Group have been considered by the Bracknell Forest 14–19 Partnership. The members of this group feel that it should be recognised that the 14–19 entitlement, which must be in place by 2013, comprises Foundation Learning, Apprenticeships and existing provision including GCSE and A

Level qualifications in addition to Diplomas: together this provides a range of provision that should meet the needs of all children and young people.

The Executive Member for Education will include this comment in a letter to accompany the Report when it is sent to the Secretary of State and the Shadow Secretary of State.

- 5.3 **(b) Working Group Recommendation** More promotion and delivery of clearer and consistent messages concerning the new 14-19 entitlement be pursued with particular emphasis on accessible information for young people to enable them to make an informed choice.

**Agreed.** The Bracknell Forest Information, Advice and Guidance Strategy (IAG) Group has continued to support the provision of full and impartial information, advice and guidance for all young people. This group will formulate an action plan in response to an independent audit of this provision, which was undertaken in the autumn term of 2009. The DCSF published 'Quality, choice and aspiration: A strategy for young people's information, advice and guidance' in October 2009. This document will inform and guide the Bracknell Forest IAG Strategy. The strong local partnership involving Connexions Berkshire supports this work.

- 5.4 **(c) Working Group Recommendation** Bracknell Forest secondary schools and Bracknell and Wokingham College be encouraged to deliver Level 1 Diplomas and tailor them as much as possible towards meeting the needs of NEETs, those at risk of becoming NEET and the less academically able

**Agreed.** Bracknell Forest secondary schools and Bracknell and Wokingham College are members of the 14–19 Partnership, which recognises the need to continue developing the range of provision available locally in order to meet the needs of NEETs, those at risk of becoming NEET and the less academically able. Where appropriate, this will include the provision of Level 1 Diplomas. The further implementation of Foundation Learning will also make a significant contribution to this provision. There have been significant developments in this aspect of provision since the Working Group undertook its research. An initial Foundation Learning outline was included in the Diploma Gateway 4 application submitted to DCSF in November 2009 and this will be followed by a full Foundation Learning Plan in the coming months as part of a revision of the 14–19 Education Plan.

- 5.5 **(d) Working Group Recommendation** Bracknell and Wokingham College and the secondary schools in the Borough be encouraged to offer taster courses in respect of Diplomas and to offer more flexibility within them.

**Agreed.** Taster sessions were made available in February 2010 to support young people in making informed choices as part of their options process. The DCSF Diploma Roadshow was also available to all young people in years 9 and 11 and their parents. These activities will be fully evaluated and the IAG Strategy Group will consider ways in which they may be developed in future years. The views of young people will be sought as part of this process.

- 5.6 **(e) Working Group Recommendation** Best practice by local authorities, such as Reading Borough Council, which has successfully commenced the offering of the 14-19 entitlement be forwarded to schools and Bracknell and Wokingham College to assist them to overcome the logistical difficulties associated with Diploma delivery i.e. Transport arrangements, monitoring and addressing underperformance, discipline, school uniforms and securing sufficient work placements.

**Agreed.** Officers of the local authority work closely with colleagues from across the county through the Berkshire Advisory Group and are fully engaged in the national programme of Diploma Learning Visits to Local Authorities who have been identified as having developed good practice.

Good practice is shared with staff in schools and colleges preparing for Diploma delivery as well as through meetings of the Curriculum Managers' Group, IAG Strategy Group and the Examinations Officers' Group. Support from the Learning and Skills Improvement Service, the National Strategies' Regional Adviser for Functional Skills, the Qualifications and Curriculum Development Agency and the Awarding Bodies has also been made available. Teaching staff developing the Diplomas are also able to join the appropriate line of learning network for their subject area.

In line with good practice elsewhere and in consultation with the secondary schools and Bracknell and Wokingham College, the local authority is developing a comprehensive staff handbook which addresses the wide range of logistical and other implementation issues associated with the development of Diplomas. Appropriate policies and procedures are being developed as part of this. The East Berkshire Education Business Partnership has been fully engaged in the development of Diplomas and will play the lead role in securing work experience placements.

- 5.7 **(f) Working Group Recommendation** A robust process to ensure the safeguarding of children and young people studying Diplomas be put in place.

**Agreed.** The 14 – 19 Partnership has prepared a robust process to ensure the safeguarding of Diploma learners to ensure that appropriate policies and procedures are in place. These form part of a comprehensive staff handbook, which ensures that all members of staff involved in the delivery of Diplomas are aware of and able to implement these. Officers of the local authority are investigating information technology applications which can support the secure and timely transfer of essential information between institutions where a student is studying in more than one location for aspects of their Diploma programme.

- 5.8 **(g) Working Group Recommendation** A 14-19 Champion, preferably the Executive Member for Education, be appointed to promote and ensure the delivery of the new 14-19 entitlement.

**Agreed.** The Executive Member for Education will be pleased to assume the role of 14–19 Champion and will meet with the 14–19 Partnership to discuss ways in which the effectiveness of this role can be maximised.

- 5.9 **(h) Working Group Recommendation** The government be made aware that the level of national funding available for distribution at a local level needs to be sufficient to meet the likely higher demand for Diploma courses during the current economic climate.

**Agreed.** For young people aged 14 – 16 following a Diploma programme, additional national funding of £1,000 per learner is made available on top of the age weighted pupil unit funding received by schools. Post-16 funding is subject to a national funding formula which recognises the different costs associated with different types of courses. The Executive Member for Education will make strenuous representation

in support of appropriate levels of funding for Diplomas when writing to the Secretary of State and the Shadow Secretary of State (see 5.2).

- 5.10 **(i) Working Group Recommendation** The implementation of Diplomas should be monitored and the Overview and Scrutiny Panel receive annual updates in respect of the number of pupils studying Diplomas in each school/college, a breakdown of the Diploma subjects being studied, the number of courses completed, the success rate and future career path of Diploma graduates.

**Agreed.** Annual reports as outlined in this recommendation will be presented by officers of the local authority. The first information will be available for post-16 students undertaking a Diploma in one year in the autumn term of 2011. Students aged 14–16 and those post-16 students undertaking an Advanced Level Diploma will follow a two-year programme, for which a report will be available in the autumn term of 2012.

## **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 provision of 14-19 education is a Schools Budget item, and as such is fully funded through the Dedicated Schools Grant. Additional top up funding for the delivery of Diplomas and post 16 courses of education will be allocated to schools, based on national funding rates. Funding goes directly to schools, who will need to manage associated costs within their overall funding streams. Therefore, there are no direct financial implications on the Council.

### Equalities Impact Assessment

- 6.3 The recommendations will assist in ensuring that a full range of provision will be available to ensure that young people in Bracknell Forest have access to learning opportunities which meet their needs, interests and aspirations.

### Strategic Risk Management Issues

- 6.4 As the provision of the revised 14–19 entitlement by 2013 is a statutory requirement, not carrying out the recommendations will put at risk the Council's overall performance.

## **7 CONSULTATION**

### Principal Groups Consulted

- 7.1 Bracknell Forest 14–19 Partnership.

### Method of Consultation

- 7.2 Discussion at 14–19 Partnership meeting.

### Representations Received

7.3 These are included in paragraph 5.2.

### Background Papers

Report by the Working Group of the Children, Young People and Learning Scrutiny Panel  
'Delivering the 14–19 Education Entitlement'

### Contact for further information

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Exec Report – O&S Report on 14-19 110210

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## CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 24 MARCH 2010

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### INDICATIVE WORK PROGRAMME 2010/11 Assistant Chief Executive

#### 1 INTRODUCTION

- 1.1 This report seeks agreement to the Children's Services and Learning Overview and Scrutiny Panel's indicative work programme for 2010/11.

#### 2 SUGGESTED ACTION

- 2.1 **That the Children's Services and Learning Overview and Scrutiny Panel endorses its draft indicative work programme for the 2010/11 municipal year set out in Appendix 1.**

#### 3 SUPPORTING INFORMATION

- 3.1 An extract from the indicative Overview and Scrutiny (O&S) Work Programme for 2010/11 relating to the Children's Services and Learning Overview and Scrutiny Panel is attached at Appendix 1. The programme is aimed at maintaining a strategic and coordinated work programme based on major areas of Council and partner organisations' activity. The selection of review topics takes account of what is of direct and significant interest to residents, and what would be timely, relevant, and likely to add value. The programme incorporates the routine, on-going work of O&S and the completion of reviews currently underway. The overall programme is smaller than in recent years owing to the reduction in officer support for O&S, arising from the financial pressures facing the Council.
- 3.2 The indicative work programme will be considered by the Overview and Scrutiny Commission on 25 March 2010 and is due to be included in the Annual Report of O&S, for presentation by the Chairman of the Commission to Council on 21 April. The Work Programme will necessarily be subject to continual refinement and updating.

#### Background Papers

None.

#### Contact for further information

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## EXTRACT FROM THE OVERVIEW AND SCRUTINY WORK PROGRAMME 2010/11

<b>CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL</b>	
1.	<p><b>Monitoring the performance of the Children, Young People and Learning Department</b></p> <p>To include on-going review of the Performance Monitoring Reports, receiving statutory plans and reports (such as the annual reports on the Children and Young People's Plan, and on complaints received) and monitoring the action taken by the Executive to earlier reports by the Panel.</p>
2.	<p><b>Exercising pre-decision scrutiny by reference to the Executive Forward Plan</b></p>
3.	<p><b>2011/12 Budget Scrutiny</b></p> <p>To review the Council's budget proposals for the Children, Young People and Learning Department in 2010/11, and future plans.</p>
4.	<p><b>Safeguarding Children</b></p> <p>To review the Council's plans and performance with regard to safeguarding children, including the role of the Executive Member.</p>
<b>Future Proposed Reviews</b>	
5. New	<p><b>English as an Additional Language</b></p> <p>To carry out a follow-up review to the issues which arose in the 2008 Overview and Scrutiny review of English as an Additional Language in Bracknell Forest schools.</p>



## CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 24 MARCH 2010

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### OVERVIEW AND SCRUTINY – QUARTERLY PROGRESS REPORT Assistant Chief Executive

#### 1 INTRODUCTION

- 1 This report sets out the Overview and Scrutiny (O&S) activity over the period November 2009 to January 2010, 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 Overview and Scrutiny activity over the period November 2009 to January 2010, set out in section 3 and Appendices 1 and 2.
- 2.2 That the Children's Services and Learning Overview and Scrutiny Panel notes the developments in Overview & Scrutiny set out in section 4.

#### 3 SUPPORTING INFORMATION

##### (i) Overview and Scrutiny Activity

##### 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.

##### Partnership Scrutiny

- 3.2 Good progress has been made with implementing the agreed approach to partnership scrutiny. Responses have been received to most of the questionnaires previously sent to the ten Theme Partnerships. The Partnership Overview and Scrutiny Group held its second meeting on 15 January 2010.
- 3.3 The Audit Commission has announced that they propose to update the corporate governance methodology and introduce partnership governance inspection. Representatives of the Audit Commission met the Chairman of the O&S Commission and the Head of O&S on 3 February to enquire about O&S of the Bracknell Forest Partnership, as part of the Comprehensive Area Assessment process.

##### Overview and Scrutiny Commission

- 3.4 The O&S Commission continues to meet on a two-monthly cycle. At its meeting on 19 November, the main items considered were: appointing Overview and Scrutiny panel members to fill the vacant positions on the Health and Adult Social Care O&S Panels (these were filled by Councillors Burrows and Phillips respectively); considering the response by the Executive Member to the Overview and Scrutiny

report on the Review of Waste and Recycling; receiving the monitoring report on the implementation of the Council's 'All of Us' Community Cohesion Strategy and the race, gender and Disability Equality Schemes; and reviewing the CPOR for quarter one (April to June) of the 2009/10 financial year. The Commission established a Working Group to provide an input to the Council's Key Objectives, and has written to the Chief Executive and the Leader with comments on those objectives. The Commission met on 28 January, where the main items were meeting the Chairman and Lead Officer of the BFP Board; concluding the scrutiny of the 2010-11 budget; considering changes to the frequency of O&S meetings and the O&S work programme; and adopting the reports of the O&S reviews of the 14-19 Education Entitlement and the Bracknell Healthspace.

#### Environment, Culture and Communities O&S Panel

- 3.5 The Panel has continued to meet on a three-monthly cycle. It met on 8 December, and the main items included: considering the Department's Performance Monitoring Report for quarter 2; reviewing the Climate Change Partnership and meeting the Chairman and Lead Officer; receiving an update in respect of the Playbuilder Project; considering the Executive's responses to the 'Waste Not Want Not' review of waste and recycling and the review of the implementation of the Housing and Council Tax Benefits Improvement Plan; and receiving updates from the Panel's Working Groups, also the quarterly O&S progress report. The Panel met on 12 January, the main items being a meeting with the Chairman and Lead Officer of the BFP Strategic Housing Partnership, and the scrutiny of the 2010-11 budget.

#### Health O&S Panel

- 3.6 The Panel has continued to meet on a three-monthly cycle. At its meeting on 3 December, the Panel: met representatives from South Central Ambulance NHS Trust, receiving a presentation on the Trust's performance and priorities; met the Director of Corporate Affairs and the Director of Nursing from Heatherwood and Wexham Park Hospitals Trust, who provided an update on the financial position of the Trust; and met the Director of Finance and Performance, NHS Berkshire East, noting the current budgetary situation with particular reference to planning for reductions. The Panel were also appraised of progress on the three working groups on: Preparedness for Public Health Emergencies, the Bracknell Healthspace, and the NHS Core Standards. The Panel considered the quarterly O&S progress report; and noted the draft minutes for the Joint East Berkshire Health Overview and Scrutiny Committee meeting on 14 September 2009. The Health O&S Panel's next meeting is on 4 March.

#### Children's Services and Learning O&S Panel

- 3.7 The Panel is continuing a three-monthly meeting cycle. At its meeting on 16 December the main items considered by the Panel included: the department's 2009/10 Performance Monitoring Report for the second quarter; considering the annual report of the Local Safeguarding Children Board; considering the draft report of the 14-19 Education Provision O&S Working group; receiving a written update on the English as an Additional Language O&S Working Group; and noting the quarterly O&S progress report. The main items at the Panel's meeting on 20 January 2010 were a meeting with the Chairman and Lead Officer of the Early Years, Child Care and Play Theme Partnership, and the scrutiny of the 2010-11 budget.

### Adult Social Care O&S Panel

- 3.8 The Panel continues to meet on a three-monthly cycle. At its meeting on 1 December, the main items considered by the Panel included: reviewing the department's Performance Monitoring Report for the second quarter of 2009/10; a discussion with the Chairman and Lead Officer of the Health and Social Care Partnership; receiving the Joint Strategic Needs Assessment 2009, also a progress update on the Transforming Adult Social Care pilot; and receiving the outcome of the inspection of Adult Social Care services by the Care Quality Commission. The Panel met on 18 January to consider the 2010-11 budget.

### Joint East Berkshire Health O&S Committee

- 3.9 This Committee continues to meet broadly on a three-monthly cycle, rotating between the three Councils' venues. The last Committee meeting was on 10 December in Maidenhead, when the Committee: received an update on the Working Group reviewing car parking charges at NHS Establishments; received a presentation from the Director of Corporate Affairs for the South Central Ambulance Trust on the Trust's performance; received an update on the budgetary position of Heatherwood and Wexham Park Hospitals Trust from senior staff; and were provided with an update on the Care Quality Commission's Annual Performance Assessment of NHS Berkshire East Trust for 2008/2009. The Committee's next meeting is on 30 March 2010 in Bracknell. Bracknell Forest Council is due to assume Chairmanship and officer support for this Committee for the 2010/11 municipal year.

### Overview and Scrutiny Officer Resources

- 3.10 The proposed 2010-11 budget approved by the Executive for consultation contains a number of cost reductions, including a reduction in the current O&S officer team from three to two Full Time Equivalents. This will require a commensurate reduction in the O&S work requiring officer support. The O&S Chairmen met on 15 December 2009 to consider how this might best be addressed, CMT considered the issue on 13 January, and the O&S Commission made decisions on changes to the frequency of meetings, also reductions in the O&S Work programme, at its meeting on 28 January. The changes are now being implemented.

### Other Overview and Scrutiny Issues

- 3.11 Responses to the feedback questionnaires on the quality of O&S reviews are summarised in Appendix 2.
- 3.12 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.
- 3.13 External networking on O&S in the last quarter has included Members attending the South Central Health O&S Committees meeting on 10 November in Wokingham. Reading BC have launched an O&S review of the Re3 Waste project, and have invited O&S representatives from Wokingham BC and Bracknell Forest BC to participate in this.
- 3.14 Councillor Mark Phillips has been given a one to one induction on O&S and has been appointed onto the Adult Social Care Overview and Scrutiny Panel.

- 3.15 Efforts were made to recruit a new Parent Governor in November, without success. The vacancy will be re-advertised in six months time.
- 3.16 An externally-delivered budget scrutiny training session took place on 2 November, and feedback from Members was positive.
- 3.17 The O&S Annual Report is soon to be drafted, for submission to Council in April.

#### **4 (ii) Developments in O&S**

- 4.1 The Local Democracy, Economic Development and Construction Bill received Royal Assent on 13 November 2009. As advised in the last quarterly report, the main clauses relating to Overview and Scrutiny relate to the handling of petitions and a requirement for a statutory officer designation for O&S. The Commencement Order on the statutory O&S officer issue has been made and takes effect from 1 April 2010, and the necessary action is in hand. The Commencement Order on the petitions issue is awaited.
- 4.2 The regulations and guidance for the O&S provisions in the Local Government and Public Involvement in Health Act 2007 are still awaited, despite the Act having commenced on 1 April 2009. CLG is continuing to work with the Centre for Public Scrutiny to develop these.
- 4.3 We await the outcome of the Government's consultation entitled 'Strengthening Local Democracy', which the Council responded to. There has been broad support for the expansion of O&S to Utility companies, etc, and common themes in the responses covered resources, training and local discretion. The Government's response to the consultation outcome is due to be issued in the 'winter of 2009'.

#### Background Papers

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

#### Contact for further information

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#### Doc. Ref

Alluse/Overview and Scrutiny/2009/10/CMT 10.2.10 O&S Progress Report

**OVERVIEW AND SCRUTINY WORKING GROUPS – 2009/10**

Position at 3 February 2010

<b>Overview and Scrutiny Commission</b>								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Medium Term Objectives 2010/11	Edger, Finnie, Leake, Parent Governor representative Dr Patrick Joseph-Franks	Victor Nicholls	Richard Beaumont	N/A	√	√		A letter was sent to the Leader and the Chief Executive on 22 January

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<b>Adult Social Care Overview and Scrutiny Panel</b>								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
Personalisation - Safeguarding Adults	Turrell (Lead Member), Mrs Fleming, Leake, Edger and Mrs Shillcock	Zoe Johnstone	Andrea Carr	In draft				The next meeting is arranged for 11 February.

**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
Supporting People (SP)	Mrs Shillcock (Lead) & Mrs Fleming	Simon Hendeley / Clare Dorning	Andrea Carr	√	07/08 √ (Annual monitoring)	07/08 √ (Annual monitoring)	N/A	The Working Group met on 30 September and will meet again on 22 February to monitor progress.
Review of Highway Maintenance <b>[On hold]</b>	Mclean (Lead) Beadsley, Brossard, Leake and Parish and Town Councillors: Edwards (Binfield) Kensall (Bracknell) Withers (Crowthorne) Mrs Cupper (Sandhurst)	Steve Loudoun	Richard Beaumont (Victoria Bale to support)	√	The Commission decided on 28 January to suspend this review until other O&S reviews have been completed and resources become available			The Group has now met three times. The scoping document has been agreed, also a report to the Panel on the highways maintenance budget reduction.

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
Preparedness for Public Health Emergencies	Burrows (Lead), Mrs Angell, Thompson. Mrs Mattick	David Steeds	Andrea Carr	√				The Group has held a number of meetings. The next meeting will be with Tim Pettis from the Health Protection Agency, the date to be arranged.
Bracknell Health Space	Virgo (lead) Mrs Angell, Baily, Leake, Mrs Shillcock	Glyn Jones/ Mary Purnell	Richard Beaumont	√	√	√		Report adopted by O&S Commission on 28 January

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 Car Park Charges	Plimmer (Slough, Lead member),	TBC	Sunita Sharma (Slough	√				Fieldwork is underway

	Virgo, Endacott (RB W&M) Jacky Flynn (LINK)		BC)					
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<b>Children's Services and Learning Overview and Scrutiny Panel</b>								
WORKING GROUP	MEMBERS	DEPT. LINK OFFICER	O&S LEAD OFFICER	SCOPING	DRAFT REPORT / SUBMISSION	FINAL REPORT / SUBMISSION	EXECUTIVE RESPONSE	CURRENT STATUS
14-19 Years Education Provision	Mrs Birch (Lead) Dr Josephs-Franks, Kensall, Mrs McCracken, Mrs Ryder	Martin Surrell	Andrea Carr (Victoria Bale to support)	√	√	√		Report adopted by O&S Commission on 28 January



## Completed Reviews

<b>Publication Date</b>	<b>Title</b>
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

<b>Publication Date</b>	<b>Title</b>
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)
April 2009	Children's Centres and Extended Services in and Around Schools in Bracknell Forest
April 2009	Older People's Strategy
April 2009	Services for People with Learning Disabilities
May 2009	Housing Strategy
July 2009	Review of Waste and Recycling
July 2009	Review of Housing and Council Tax Benefits Improvement Plan

<b>Publication Date</b>	<b>Title</b>
December 2009	NHS Core Standards

## Appendix 2

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

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<sup>1</sup> Road Traffic Casualties, Review of the Local Area Agreement, Support for Carers, Street Cleaning, Services for Adults with Learning Disabilities, English as an Additional Language in Schools, Children's Centres and Extended Services, Waste and Recycling, Older People's Strategy, and Review of Housing and Council Tax Benefits Improvement Plan.

## CHILDREN'S SERVICES AND LEARNING OVERVIEW AND SCRUTINY PANEL 24 MARCH 2010

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### EXECUTIVE FORWARD PLAN ITEMS RELATING TO CHILDREN'S SERVICES AND LEARNING

Assistant Chief Executive

#### 1 INTRODUCTION

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

#### 2 SUGGESTED ACTION

- 2.1 **That the Children's Services and Learning Overview and Scrutiny Panel considers the current Executive Forward Plan items relating to Children's Services and Learning appended to this report.**

#### 3 SUPPORTING INFORMATION

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

#### Background Papers

Local Government Act 2000

#### Contact for further information

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**CHILDREN, YOUNG PEOPLE & LEARNING OVERVIEW & SCRUTINY PANEL**  
**EXECUTIVE WORK PROGRAMME**

<b>REFERENCE</b>	I021984
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**TITLE:** Annual Admission Arrangements 2011/12

**PURPOSE OF DECISION:** To agree the School Admission Arrangements for 2011/12.

**FINANCIAL IMPACT:** Within existing budget.

**WHO WILL TAKE DECISION:** Executive Member for Education

**PRINCIPAL GROUPS TO BE CONSULTED:** All Bracknell Forest Schools, Diocesan authorities, neighbouring LEAs.

**METHOD OF CONSULTATION:** Consultation by letter and meetings with interested parties.

**DATE OF DECISION:** 20 Apr 2010

<b>REFERENCE</b>	I019512
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**TITLE:** Children, Young People and Learning Asset Management Plan 2010-2013

**PURPOSE OF DECISION:** To approve the Children, Young People and Learning Asset Management Plan 2010-2013

**FINANCIAL IMPACT:** Indication of identified need for investment in Children, Young People & Learning buildings and facilities.

**WHO WILL TAKE DECISION:** Executive

**PRINCIPAL GROUPS TO BE CONSULTED:** Previously an Asset management Plan Consultation working group has met to consider the Asset Management Plan.

**METHOD OF CONSULTATION:** To be determined

**DATE OF DECISION:** 20 Apr 2010

<b>REFERENCE</b>	I021485
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**TITLE:** Jennett's Park Procurement Route

**PURPOSE OF DECISION:** Approval of procurement route for the new Jennett's Park Primary School.

**FINANCIAL IMPACT:** None.

**WHO WILL TAKE DECISION:** Executive

**PRINCIPAL GROUPS TO BE CONSULTED:** Oxford CE Diocese.

**METHOD OF CONSULTATION:** Meetings with interested parties

**DATE OF DECISION:** 20 Apr 2010

<b>REFERENCE</b>	I021254
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**TITLE:** Primary Capital Strategy for Change

**PURPOSE OF DECISION:** Award of Contract for Primary Capital Strategy for Change Wave 1 Projects at Meadow Vale, Holly Spring, Crown Wood and Sandy Lane schools, plus the suitability/capacity Project at Owlsmoor Primary School.

**FINANCIAL IMPACT:** Within existing budget.

**WHO WILL TAKE DECISION:** Executive

**PRINCIPAL GROUPS TO BE CONSULTED:** Headteachers, Governing Bodies, School Neighbours and Stakeholders.

**METHOD OF CONSULTATION:** Consultation meetings with interested parties and meetings at participating schools.

**DATE OF DECISION:** 20 Apr 2010



<b>REFERENCE</b>	I021971
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**TITLE:** Statutory Annual Complaints Report for Children's Social Care

**PURPOSE OF DECISION:** To note the report regarding annual complaints for Children's Social Care.

**FINANCIAL IMPACT:** No financial implications.

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

**PRINCIPAL GROUPS TO BE CONSULTED:** Within the department.

**METHOD OF CONSULTATION:** By letter.

**DATE OF DECISION:** 18 May 2010

<b>REFERENCE</b>	I021260
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**TITLE:** Broadband Services to Schools

**PURPOSE OF DECISION:** To approve the award of a contract for the provision of broadband internet services to schools.

**FINANCIAL IMPACT:** Central government grant.

**WHO WILL TAKE DECISION:** Executive

**PRINCIPAL GROUPS TO BE CONSULTED:** Consultation with schools.

**METHOD OF CONSULTATION:** Meetings with interested parties.

**DATE OF DECISION:** 15 Jun 2010

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