

Central Bedfordshire
Council
Priory House
Monks Walk
Chicksands,
Shefford SG17 5TQ



**Central
Bedfordshire**

please ask for Sandra Hobbs

direct line 0300 300 5257

date 16 April 2010

NOTICE OF MEETING

CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Tuesday, 27 April 2010 10.00 a.m.

Venue at

Room 14, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: All Members of Central Bedfordshire Council.

Membership to be approved at the Annual Council meeting on 22 April 2010.

**MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS
MEETING**

AGENDA

1. **APOLOGIES FOR ABSENCE**

Apologies for absence and notification of substitute members.

2. **MINUTES**

To approve as a correct record the minutes of the last meeting held on 30 March 2010.

3. **MEMBERS' INTERESTS**

To receive from Members any declarations and the **nature** in relation to:-

- (a) personal interests in any agenda item
- (b) personal and prejudicial interests in any agenda item
- (c) any political whip in relation to any agenda item.

4. **CHAIRMAN'S ANNOUNCEMENTS AND COMMUNICATIONS**

To receive any announcements from the Chairman and any matters of communication.

5. **PETITIONS**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

6. **QUESTIONS, STATEMENTS OR DEPUTATIONS**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution.

7. **CALL-IN**

To consider any matter referred to the Committee for a decision in relation to call-in of a decision.

8. **REQUESTED ITEMS**

To consider any items referred to the Committee at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

REPORTS

Item	Subject	Page Nos.
9	CHILDREN AND YOUNG PEOPLE'S PLAN - CORPORATE PARENTING To receive a presentation on the role of members as corporate parents and highlighting the relationship between scrutiny and corporate parenting.	Presentation
10	CHILDREN AND YOUNG PEOPLE'S PLAN - STAYING SAFE To provide Members with an overview of the progress made with the priorities within the Stay Safe aspect of the Children & Young People's Plan.	13 - 20
11	WORK PROGRAMME 2010 - 2011 & EXECUTIVE FORWARD PLAN To consider the Children's Services Overview and Scrutiny Committee work programme for 2010 – 2011 and the Executive Forward Plan.	21 - 42

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CHILDREN, FAMILIES & LEARNING OVERVIEW & SCRUTINY COMMITTEE** held in Room 14, Priory House, Monks Walk, Shefford on Tuesday, 30 March 2010

PRESENT

Cllr J Street (Chairman)
Cllr Mrs D B Gurney (Vice-Chairman)

Councillors: P A Blaine
D Bowater
N B Costin
Dr R Egan
A Shadbolt

Parental Co-optees: H Copley
D Landman

Roman Catholic Co-optee: F Image

Apologies for Absence: Cllrs I Dalgarno
P Hollick
K Janes
Church of England Co-optee J Reynolds
Parental Co-optee B Sear

Substitutes: Cllrs Mrs A Barker

Members in Attendance: Cllrs M Gibson
Mrs A M Lewis
Mrs C Turner

Officers in Attendance: Mrs S Hobbs Democratic Services Officer
Mr J Partridge Overview & Scrutiny Officer
Ms K Peddie Head of Policy & Strategy –
Children’s Services
Mr M Pratt Deputy Director Children’s Services
and Assistant Director Specialist
Services

CFL/09/11 **MINUTES**

RESOLVED

that the Minutes of the meeting of the Children, Families and Learning Overview and Scrutiny Committee held on 24 February 2010 be confirmed and signed by the Chairman as a correct record.

CFL/09/12 **Members' Interests**

(a) **Personal Interests:-**

None.

(b) **Personal and Prejudicial Interests:-**

None.

(c) **Any Political Whip in relation to items on the agenda:-**

None.

CFL/09/13 **Chairman's Announcements and Communications**

The Chairman advised Members that he had agreed to take an urgent item of business as set out in the Chairman's Briefing Note 'Review by Overview and Scrutiny of Adequacy of Response to Petition' in accordance with Section 100B (4) (b) of the Local Government Act 1972 in accordance with the Constitution this item should be included on the agenda for the next scheduled meeting of the relevant overview and scrutiny committee.

CFL/09/14 **Petitions**

The Chairman announced that no petitions had been referred to this meeting.

CFL/09/15 **Questions, Statements or Deputations**

There were no applications from members of the public to speak under the Public Participation Procedure allowed for under Part A4 of the Constitution.

CFL/09/16 **Call-In**

No matters were referred to the Committee for a decision in relation to call-in of a decision.

CFL/09/17 **Requested Items**

No items were referred to the Committee for consideration at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

CFL/09/18 **Urgent Business - Review by Overview and Scrutiny of Adequacy of Response to Petition**

The Chairman of the Overview and Scrutiny Committee had agreed to take this item as an additional item of business as a matter of urgency in accordance with Section 100B (4) (b) of the Local Government Act 1972 in accordance with the Constitution that this item should be included on the agenda for the next scheduled meeting of the relevant overview and scrutiny committee.

The Monitoring Officer had received a request from Ms Pires for the Children, Families and Learning Overview and Scrutiny Committee to review the adequacy of the response to the petition that was submitted to the Executive on 9 March 2010 entitled “keep the school transport to denominational schools in Central Bedfordshire”.

The Chairman stated that the purpose of this item was to review the response to the petition and the process that had been followed during the Executive’s consideration of the petition and not to review the decision made by the Executive regarding the Home to School Transport Policy. The Chairman provided background information regarding the process that was followed.

Members were advised that as set out in the Council’s Constitution at Part A4 section 7, the Overview and Scrutiny Committee had four options having reviewed the adequacy of the response to the petition:-

1. to agree with the steps taken or proposed to be taken in response to the petition;
2. to call upon the Executive, relevant committee or the Council to reconsider the matter;
3. to make recommendations to the Executive, committee or the Council to pursue a particular course of action; or
4. to refer the matter for consideration by the full Council.

After receiving advice from the Monitoring Officer that the Council had followed the Constitution appropriately in response to the petition, that the petition had been dealt with adequately and every opportunity had been made to allow people to make their views known at the Overview and Scrutiny Committee and Executive meetings the Chairman moved that a recorded vote be taken on the following motion:-

“that the Children, Families and Learning Overview and Scrutiny Committee agrees that the steps taken in response to the petition submitted by the lead petitioner were adequate and that no further action be taken”.

This motion was seconded.

In accordance with the Public Participation Procedure as set out in paragraph 2 of Annex 1 of Part A4 of the Constitution, the Chairman then invited the two members of the public who had registered to speak on this item to address the Committee. Each speaker was permitted a maximum of three minutes. In particular they raised the following areas:-

- full financial details had not been provided to Members and the public;
- the consultation process was not carried out adequately;
- Freedom of Information requests had not been responded to;
- the Executive had not taken into account the Overview and Scrutiny Committee's recommendation and the amount of signatories that was obtained on the petition;
- it felt as if the decision had been prejudged; and
- this issue should be referred to full Council for consideration.

Members agreed that the process the Children, Families and Learning Overview and Scrutiny Committee had followed was correct. However, a couple of the Members were concerned that the Executive had not taken the petition into account whilst making the decision. An amendment to the original motion was moved and seconded:-

“that the Children, Families and Learning Overview and Scrutiny Committee agreed that the steps taken in response to the petition submitted by the petition organiser be referred for consideration by the full Council.”

A vote was taken and this motion was **lost**.

Members discussed the adequacy of the process followed by the Council during the process of the Executive making their decision and agreed that this issue had been fully considered, with Members hearing from public speakers at the Children, Families and Learning Overview and Scrutiny Committee on 2 February and 24 February 2010 and the Executive on 9 March 2010 and the acceptance of the petition at the Executive meeting.

Members then voted on the original motion moved by the Chairman.

Those in favour were Councillors Mrs Barker, Bowater, Costin, Mrs Gurney, Shadbolt and Street. Mr Landman and Ms Copley were also in favour of the motion.

Those against were Councillors Blaine and Dr Egan. Ms Image was also against the motion.

This motion was **carried**.

RESOLVED

that the Children, Families and Learning Overview and Scrutiny Committee agrees that the steps taken in response to the petition submitted by the petition organiser were adequate and that no further action be taken.

CFL/09/19

The Future of Special Schooling in the East of Central Bedfordshire

Members considered the report of the Deputy Director of Children's Services which set out further details on special schooling in the East of Central Bedfordshire that was requested by the Committee at their meeting on 1 December 2009. The report provided information on the financial implications and an outline implementation plan for the proposed merger of Hitchmead Foundation Special School and Sunnyside Special School following the Executive decision to support the proposed merger and the 6-week consultation period. Members were advised that it had not been appropriate to put together an implementation plan until after the Executive's decision as this would have prejudged the decision.

In accordance with the Public Participation Procedure as set out in paragraph 2 of Annex 1 of Part A4 of the Constitution, the Chairman then invited the member of the public who had registered to speak on this item to address the Committee. Mr Court was permitted a maximum of three minutes. Mr Court stated that the first stage of the consultation process was unsound and the Executive should be advised of this. He also stated that there was no mention in the Executive's resolution to this Committee's recommendation that there was an urgent and pressing need for a new build facility to replace both the Schools and that investigation and identification of sufficient capital resources be carried out. It was suggested that the Section 106 funding for Biggleswade be utilised towards the provision of a new school. Members noted that a letter from Mr Court had been emailed to all Members of the Committee except for the co-optees on 29 March 2010.

The proposed merger would release £111,000 of revenue funding that would be distributed to Special Schools. It was also estimated that a sum of £70,000 would be required for other works such as improved toilet facilities at Sunnyside Special School and a new entrance at Hitchmead Foundation Special School. It was proposed that this would also be funded from the Council's 2010/11 Schools' Access Initiative.

Members were advised that the Council was not in a position to build a new school during the 2010/11 financial year. Members were advised that Section 106 funding had been agreed as part of the new development of houses to the east of Biggleswade, but this funding would be used towards a new lower school and the provision of 22 classrooms at the upper school in Biggleswade. Members discussed possible alternative means of raising funds for the provision of new special schools in Central Bedfordshire, but in the meantime the best possible solution was to ensure the Council achieved the best

outcomes for the pupils at these two schools. Members requested that clarification be provided on the use of Section 106 funding in relation to schools. A suggestion was made that in future when agreeing Section 106 Agreements a contribution be sought towards special schooling in Central Bedfordshire.

Members of the Committee (excluding the co-opted members) had also received a letter from the Chair of Governors at Hitchmead Foundation Special School expressing concern about the merger requesting a new consultation, a review of funding arrangements and a new special school. The Chairman agreed to circulate a copy of both the letter from Mr Court and the Chair of Governors to Officers and the Portfolio Holder for Children's Services. Members requested that the Chairman of the Committee be advised of any steps being taken to address the concerns outlined in the letters received by the Committee.

A Transitional Working Group with representatives from both schools had been put together to take forward the proposed merger. In April 2010 a review of the Instrument of Government would be carried out with a view to increasing the size of the Governing Body to enable additional members to be brought forward, who would be representatives from Hitchmead.

RESOLVED

- 1. that the Children, Families and Learning Overview and Scrutiny Committee receives and notes the requested information; and**
- 2. that the Chairman of the Children, Families and Learning Overview and Scrutiny Committee be advised of any steps being taken to address the concerns outlined in the letters from Mr Stephen Court and the Chair of Governors at Hitchmead Foundation Special School.**

RECOMMENDED that the Executive

consider innovative approaches to capital funding including Section 106 Agreements in relation to special schools provision in Central Bedfordshire.

THE MEETING ADJOURNED AT 11.45 A.M. AND RE-CONVENED AT 12 NOON.

CFL/09/20 Children and Young People's Plan

Members considered the report of the Deputy Chief Executive and Director of Children's Services that set out an overview of the progress made with the priorities within the Achieve Economic Well Being Plan. The Achieve Economic Well Being Delivery Group was made up of key professionals from many of the partners within the public sector. This Group was charged with ensuring that services were delivered according to the agreed priorities.

Councillor Dr Egan advised Members of her role as Chairman of NIP in relation to the neighbourhood plan for Houghton Regis. In particular this Committee were considering issues such as excluded children and their families and training, voluntary and community work.

Members discussed the three priorities of the Achieve Economic Well Being Plan and in particular:-

- debated the provisions for excluded children including the provision of an in-house service within upper schools to assist those children who might be excluded. The Retreat in Sandy Upper School to manage children's behavioural problems was an example of what could be done within schools;
- further details were sought on the Sandy Pinnacle. A Member requested that information be provided regarding activities underway in this area; and
- the layout of the report and how the information was presented to Members including where the data source came from and the date of when this data had been collected to enable this data to be used as a benchmark in the future.

Members were advised that a new Studio School, that was part of Barnfield College in Luton was working towards enterprise training, this was due to open in September 2010. A suggestion was made that Central Bedfordshire monitors the Studio's progress as it might be an option to look at in the future.

Members would have an opportunity to review the Children and Young People's Plan as it was due to be reapproved in April 2011. Partners of the Children's Trust would also be involved in the review of the plan. Comments from Members of the Committee would be captured and would contribute to the review of the Plan.

RESOLVED

to note the progress made with the priorities in the Achieve Economic Well Being Plan.

(Note: The meeting commenced at 10.00 a.m. and concluded at 12.45 p.m.)

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Meeting: Children's Services Overview and Scrutiny Committee
Date: 27 April 2010
Subject: Children and Young People's Plan – Stay Safe
Report of: Deputy Chief Executive and Director of Children's Services
Summary: The report provides an overview of the progress made with the priorities within the Stay Safe aspect of the Children & Young People's Plan.

Contact Officer: Martin Pratt, Deputy Director Children's Services
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The Stay Safe plan is one of the five outcome plans which supports delivery of the Central Bedfordshire Children & Young People's Plan (2009-11). It also relates to the second of the Council's key priorities:

- Educating, protecting and providing opportunities for children and young people.

Financial:

Working with partners to deliver services together in a more integrated way, with a focus on prevention and early intervention, is a key driver of the Children and Young People's Plan and through pooling and aligning resources will deliver efficiencies.

Legal:

The Children's Trust and the Children and Young People's Plan enable the Council and its partners to exercise the 'duty to co-operate' under sections 10 & 11 of the Children's Act 2004.

Risk Management:

Key risks in failing to deliver the actions in the plan centre on children and young people not being protected from harm or having their welfare promoted. Also there is a risk of reputational damage to the Council in being perceived as not appropriately protecting children and young people from harm. Risk management is a key part of delivery planning for the Children and Young People's Plan and is managed and mitigated through this process.

Staffing (including Trades Unions):

None

Equalities/Human Rights:

During the development of the plan equalities issues and impacts were considered and included in the priorities are a number of strategic actions which identify children and young people who are in vulnerable circumstances or at particular risk of harm.

Community Safety:

Safeguarding Children is a fundamental aspect of community safety and public protection. Through delivery of the plan partners are actively contributing to improving community safety.

Sustainability:

None

RECOMMENDATION:

That the Committee comments on the progress made with the priorities in the Stay Safe aspects of the Children & Young People's Plan.

The Stay Safe Delivery Plan

1. Stay Safe is one of the five outcomes which make up the Children's and Young People's Plan for Central Bedfordshire.
2. The plan has been established by:
 - analysing evidence and consulting with children and young people;
 - holding workshops with key stakeholders to consider the evidence and identifying priorities for the plan;
 - consulting on the emerging priorities; and
 - finalising the draft plan at Delivery Group meetings and considering the analysis of feedback from the consultation, partner agencies and Local Authority Overview and Scrutiny Committees.
3. The Stay Safe Delivery Group is responsible for three priorities in the Children and Young People's Plan:-
 - Priority: 6 – Protect children and young people from harm by providing a co-ordinated and effective safeguarding process.
 - Priority: 7 - Reduce the impact of domestic abuse on children and young people.

- Priority: 8 - Reduce the incidence and impact of bullying on children and young people
4. The group also oversees implementation of Children's Trust aspects of the Care Matters plan.
 5. In addition there is one cross-cutting Children and Young People Plan priority for which the Stay Safe Delivery Group has lead responsibility:-
 - Improve prevention, early identification and intervention.
 6. Children, Families and Learning Overview and Scrutiny Committee scrutinised the draft Children and Young People's Plan at its meeting on 11 August 2009.
 7. The Committee agreed that "there should be early intervention where children were struggling to enable better outcomes for children and young people."
 8. This is a complex but vital priority. The approach being adopted by the Delivery Group and the Children's Trust is to comprehensively map, coordinate and demonstrate improvement across a number of core programmes which have been identified as contributing to improving prevention, early identification and intervention. These are:
 - The Common Assessment Framework (CAF)
 - The Lead Professional programme
 - Targeted Mental Health in Schools (TaMHS)
 - "Think Family"
 - Family Group Meetings
 - Family Intervention Projects (FIPs)
 - Healthy Child Programme
 - Targeted Youth Support.
 9. Through alignment of these core programmes it is intended that changes to the culture of the Trust partner organisations will move practice towards Prevention, Early Identification & Intervention and that the programmes act as catalysts for change.
 10. However, although practice is important it is not sufficient. The second strand of the strategy is, through the work of the Children's Trust Commissioning Group, to increasingly pool and align resources placing an emphasis on Prevention, Early Identification & Intervention and to re-direct resources to this priority where this is supported by the evidence base.

Strategic Actions

11. The following strategic actions have been developed for each of the other priorities in the Plan.
12. **Priority: 6** – Protect children and young people from harm by providing a co-ordinated and effective safeguarding process

- Work closely with Trust partners to establish processes for identifying and responding to children whose safety is, or is likely to be, compromised.
- Establish a separate and effective Local Safeguarding Children Board (LSCB) by April 2010.
- Engage with and deliver Central Bedfordshire's aspect of the Regional Improvement and Efficiency partnership (RIEP) safeguarding programme (ESP) so that high quality, evidence based safeguarding practice is consistently delivered.

13. **Priority: 7** - Reduce the impact of domestic abuse on children and young people

- Align activity which is intended to reduce the impact of domestic abuse within the Local Safeguarding Children's Board (LSCB) business plan and Community Safety Partnership Domestic Abuse plan.
- Integrate research and best practice into multi-disciplinary training programmes so that the workforce is equipped to identify and respond to children exposed to domestic abuse.
- Review the multi-agency Domestic Abuse protocol.
- Develop and commission an appropriate range of services to respond to and reduce the impact of domestic abuse on children and young people.

14. **Priority: 8** - Reduce the incidence and impact of bullying on children and young people

- Further develop the Anti-Bullying Strategy to include out of school bullying.
- Incorporate bullying awareness into the Workforce Development Strategy.
- Align the anti-social behaviour strategy and anti-bullying strategy to ensure early identification and response.

Progress with the Stay Safe Delivery Plan

15. The delivery group is now well established and delivery programmes are in place for each priority. Work to coordinate the cross cutting priorities led by the Stay Safe Delivery Group is also progressing. Representation on the group has now been revised to reflect the priority of Prevention, Early Identification and Intervention and to ensure that this work is progressing well. Good progress has been made on Care Matters. This is being viewed as a cross-cutting theme in its own right and reporting into the Trust through the Stay Safe Delivery Group.

16. **Priority: 6** - Good progress is being made in all three strategic actions.
17. Processes for identifying and responding to children whose safety is, or is likely to be, compromised are in place at each level of intervention; Universal, Targeted and Specialist.
 - The LSCB procedures are being revised to ensure compliance with “Working Together to Safeguard Children” (2010), the latest revision of the statutory guidance.
 - The Children in Need procedures are also being reviewed.
 - The Common Assessment Framework (CAF) has been reviewed and revised.
18. These processes provide the framework within which professionals and agencies respond to concerns about children and young people. The activity is underpinned by a comprehensive and well regarded range of training. The LSCB and the Council regularly audit casework to ensure its quality.
 - To engage with and deliver Central Bedfordshire’s aspect of the Regional Improvement and Efficiency Partnership (RIEP) safeguarding programme (ESP) so that high quality, evidence based, safeguarding practice is consistently delivered.
19. A separate Local Safeguarding Children Board for Central Bedfordshire came into being on 1 April 2010 in line with the plan received by Children, Families & Learning Scrutiny Committee on 14 July 2009.
 - An Independent Chair has been appointed.
 - The Children’s Trust Board confirmed the governance and accountability arrangements between the Children’s Trust Board and CBSCB at their meeting on 11 February 2010.
20. Central Bedfordshire’s aspect of the Regional Improvement and Efficiency partnership (RIEP) safeguarding programme (ESP) are being implemented. These are focused on three key areas of activity.
21. **Developing the Children’s Workforce** which includes:
 - Entry into Social Work programmes.
 - Newly Qualified Social Worker (NQSW) support programme.
 - Training and Development programmes for staff in children’s specialist services.
 - Recruitment and retention strategy.

22. **Improving Quality Assurance** which includes:
- Audit programmes.
 - Practice Development workshops.
23. **Managing Performance** with a focus on:
- Reducing the percentage of children who became the subject of a child protection plan during the year, who had previously been the subject of a child protection plan to 15% (NI 65).
 - Ensuring 85% of initial assessments are completed within 7 working days of referral (NI59).
 - Ensuring that 100% of child protection cases that should have been reviewed during the year were reviewed (NI 67).
24. All are on target to achieve or exceed the target at year end.
25. **Priority 7** - Good progress is being made in all four strategic actions.
26. Work to align activity which is intended to reduce the impact of domestic abuse within the LSCB business plan and the Community Safety Partnership Domestic Abuse Plan is progressing well. The key milestones are on target.
- Senior manager representation on both groups to provide a reporting mechanism and co-ordination of activities between groups.
 - LSCB priority is to produce a report for the LSCB and CTB in relation to the services for children and young people exposed to domestic abuse and identify gaps in service provision.
 - Domestic abuse is one of the 5 key priorities identified for the Community Safety Partnership in 2010/11.
 - The Domestic Abuse Plan to be refreshed in 2010 and will reflect any identified key areas of activity in relation to children and young people.
27. Research and best practice are being integrated into multi-disciplinary training programmes in the following ways:-
- Domestic Abuse team offer a comprehensive programme of training which makes reference to best practice.
 - LSCB introduced a new course (Autumn 2009) to specifically address the impact of domestic abuse on children and young people which is research and evidenced based.
 - Ensuring that the children's workforce are accessing courses by monitoring attendance.

- Ensuring clarity of the training pathway regarding domestic abuse by advertising Community Safety Partnership courses on LSCB website.
28. The review the multi- agency Domestic abuse protocol is complete.
- A task and finish group is currently updating the LSCB protocols in relation to information sharing and domestic abuse.
 - The Police information sharing document is currently being consulted on.
29. Commissioning of an appropriate range of services to respond to and reduce the impact of domestic abuse on children and young people is taking place through a review of current provision as part of the commissioning cycle.
30. **Priority 8** - Progress is on track.
31. The Anti-bullying strategy has been revised and is due to be presented to the Children's Trust.
- Inclusion of out of school bullying is being achieved through joint work between schools and the youth service promoted by the Anti-bullying coordinator. The national self evaluation tool has been used to identify areas for further development.
 - Baseline data has been established using the Behaviour Management System. This will be compared with the Anti-bullying Pupil perception survey by September 2010.
32. Bullying awareness is incorporated into the Workforce Development Strategy.
- Specific training is taking place using best practice sessions and by further developing the role of the anti-bullying lead practitioner.
33. The anti-social behaviour strategy and anti-bullying strategy are now aligned to ensure early identification and response.
- One of the specific projects to emerge from this work is the commissioning of a Cyber Mentors scheme, which builds on the school based mentoring scheme but can be accessed by young people through a Social Network style portal.

Conclusion and Next Steps

34. The Stay Safe Delivery Group will continue to coordinate work on the priorities described in this paper ensuring a strong alignment between the work of the Schools, the Council, the LSCB and the Children's Trust partners. This is an important development area.
35. A cycle of meetings has been established with the Overview and Scrutiny Committee to have reports from each outcome group which contributes to the review of the Children and Young People's Plan.

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Meeting: Children's Services Overview & Scrutiny Committee
Date: 27 April 2010
Subject: Work Programme 2010 – 2011 & Executive Forward Plan
Report of: Chief Executive
Summary: The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

Contact Officer: Bernard Carter, Overview & Scrutiny Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

The work programme of the Children's Services Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities.

Financial:

n/a

Legal:

n/a

Risk Management:

n/a

Staffing (including Trades Unions):

n/a

Equalities/Human Rights:

n/a

Community Safety:

n/a

Sustainability:

n/a

RECOMMENDATIONS:

1. **that the Children's Services Overview & Scrutiny Committee:-**
 - (a) **considers and approves the work programme attached, subject to any further amendments it may wish to make;**
 - (b) **considers the Executive Forward Plan; and**
 - (c) **considers whether it wishes to add any further items to the work programme and/or establish any Task Forces to assist it in reviewing specific items.**

Work Programme

1. Attached at Appendix A is the currently drafted work programme for the Committee, which at this early stage in the new municipal year consists only of those items identified in the previous year.
2. Also attached at Appendix B is the latest version of the Executive's Forward Plan so that Overview & Scrutiny Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. Those items relating specifically to this Committee's terms of reference are shaded in light grey.
3. The Committee is now requested to consider the work programme attached and amend or add to it as necessary. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

Task Forces

4. In addition to consideration of the work programme, Members will also need to consider how each item will be reviewed i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

Conclusion

5. Members are requested to consider and agree the attached work programme, subject to any further amendments/additions they may wish to make and highlight those items within it where they wish to establish a Task Force to assist the Committee in its work.

Work Programme for Children's Services Overview & Scrutiny Committee 2010 - 2011

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
1.	27 April 2010	Children and Young People's Plan:- a) Corporate Parenting b) Staying Safe	Members will discuss the responsibilities of the local authority including elected members in their role of corporate parents and highlighting the relationship between scrutiny and corporate parenting. Members to look at the outcome area within the Children and Young People's Plan and scrutinise whether the outcomes identified are being achieved and whether they are making a difference to the lives of children, young people their families and carers in Central Bedfordshire	In their democratic representation role, Members will be able to directly influence outcomes for children, young people their families and carers in Central Bedfordshire
2.	25 May 2010 (R)			
3.	29 June 2010	Children and Young People's Plan: Making a Positive Contribution	Members to look at the outcome area within the Children and Young People's Plan and scrutinise whether the outcomes identified are being achieved and whether they are making a difference to the lives of children, young people their families and carers in Central Bedfordshire	In their democratic representation role, Members will be able to directly influence outcomes for children, young people their families and carers in Central Bedfordshire (originally scheduled for March 2010).

NB: - (R) denotes a 'reserve' meeting

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
4.		Children and Young People's Plan: Be Healthy	Members to look at the outcome area within the Children and Young People's Plan and scrutinise whether the outcomes identified are being achieved and whether they are making a difference to the lives of children, young people their families and carers in Central Bedfordshire	In their democratic representation role, Members will be able to directly influence outcomes for children, young people their families and carers in Central Bedfordshire (originally scheduled for May 2010).
5.	03 August 2010 (R)			
6.	14 September 2010	Child Poverty Strategy		External partners might be invited to provide presentations at this meeting (TBC) Executive: TBC
7.		Summary of O&S Comments regarding the 5 Outcome Areas of the Children & Young People's Plan Reviewed during 2010/11	This report will summarise the comments made by the Committee during 2010/11 regarding the 5 outcome areas of the Children & Young People's Plan, which will inform production of the new Plan	
8.	19 October 2010 (R)			

NB: - **(R)** denotes a 'reserve' meeting

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
9.	23 November 2010	Task Force report on Youth Facility Provision		The review will have taken place between May and August and the Chairman of the Task Force should be invited to provide a presentation outlining the aims, process and key findings of the review.
10.	21 December 2010 (R)			
11.	25 January 2011			
12.	01 March 2011 (R)			
13.	29 March 2011	Children and Young People's Plan: New Plan for 2011/12		
14.	14 June 2011	Children and Young People's Plan: Achieve Economic Well-Being		In their democratic representation role, Members will be able to directly influence outcomes for children, young people, their families and carers in Central Bedfordshire.

NB: - **(R)** denotes a 'reserve' meeting

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**Central Bedfordshire Council
Forward Plan of Key Decisions
1 May 2010 to 30 April 2011**

- 1) During the period from **1 May 2010 to 30 April 2011**, Central Bedfordshire Council plans to make key decisions on the issues set out below. “Key decisions” relate to those decisions of the Executive which are likely:
- to result in the incurring of expenditure which is, or the making of savings which are, significant (namely £200,000 or above per annum) having regard to the budget for the service or function to which the decision relates; or
 - to be significant in terms of their effects on communities living or working in an area comprising one or more wards in the area of Central Bedfordshire.
- 2) The Forward Plan is a general guide to the key decisions to be determined by the Executive and will be updated on a monthly basis. Key decisions will be taken by the Executive as a whole. The Members of the Executive are:

Member	Portfolio
Cllr Mrs Tricia Turner MBE	Chairman of the Executive and Leader of the Council
Cllr Richard Stay	Vice-Chairman of the Executive and Deputy Leader of the Council
Cllr Mrs Rita Drinkwater	Portfolio Holder for Housing
Cllr Mrs Carole Hegley	Portfolio Holder for Social Care and Health
Cllr Maurice Jones	Portfolio Holder for Finance, Governance and People
Cllr Mrs Anita Lewis	Portfolio Holder for Children’s Services
Cllr Steve Male	Portfolio Holder for Customers, Systems and Assets
Cllr Ken Matthews	Portfolio Holder for Economic Growth, Skills and Regeneration
Cllr David McVicar	Portfolio Holder for Safer Communities and Healthier Lifestyles
Cllr Tom Nicols	Portfolio Holder for Sustainable Development

- 3) Those items identified for decision more than one month in advance may change in forthcoming Plans. Each new Plan supersedes the previous Plan. Any person who wishes to make representations to the Executive about the matter in respect of which the decision is to be made should do so to the officer whose telephone number and e-mail address are shown in the Forward Plan. Any correspondence should be sent to the contact officer at the relevant address as shown below. General questions about the Plan such as specific dates, should be addressed to the Head of Democratic Services, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ.
- 4) The agendas for meetings of the Executive will be published as follows:

Meeting Date	Publication of Agenda
12 May 2009	01 May 2009
23 June 2009	15 June 2009
21 July 2009	13 July 2009
18 August 2009	10 August 2009
15 September 2009	7 September 2009
13 October 2009	5 October 2009
10 November 2009	2 November 2009
8 December 2009	30 November 2009
12 January 2010	4 January 2010
9 February 2010	1 February 2010
9 March 2010	1 March 2010
6 April 2010	25 March 2010

Central Bedfordshire Council

Forward Plan of Key Decisions for the period 1 May 2010 to 30 April 2011

Key Decisions

Date of Publication: 31 March 2010

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
1.	Creasey Park Community Football Development Centre -	To award the building contract to build the Football Development centre.	4 May 2010	Stakeholder group Ward members PFH	Football Foundation Grant Conditions	Cllr David McVicar Comments by 07/04/10 to Contact Officer: Jill Dickinson, Community Services Manager jill.dickinson@centralbedfordshire.gov.uk Tel: 0300 300 2258

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
2.	Equalities Scheme -	Approval of the Council's Equality and Diversity Scheme which sets out the Council's vision and approach to ensuring all sections of the community get high quality services appropriate to their needs and also sets out how the Council will meet its legal responsibilities to ensure equality and diversity is integrated in to its service planning, delivery and human resource systems.	4 May 2010	Divisional Management Teams CBC Equalities Forum Officer Workshops (June - October 2009) The development of the Scheme has included consideration of national and local consultation evidence relating to the nature of inequality.	Report Draft Scheme and Action Plan	Cllr Richard Stay Comments by 07/04/10 to Contact Officer: Elaine Malarky, Head of Policy elaine.malarky@centralbedfordshire.gov.uk Tel: 01234 228269
3.	Community Engagement Strategy and Delivery Plan -	Approval of the finalised Strategy and Delivery Plan which follows the key principles agreed at the October Executive.	4 May 2010		Report	Cllr Richard Stay Comments by 07/04/10 to Contact Officer: Ian Porter, Assistant Director Policy, Partnerships & Performance ian.porter@centralbedfordshire.gov.uk Tel: 0300 300 6529

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
4.	Climate Change Strategy -	Adoption of the Climate Strategy and approach of the Council to tackling climate change. Agreement and adoption of carbon footprint reduction targets for the Council's services and operations.	4 May 2010	Key staff consulted via Climate Change Management Board	Report and supporting documents	Cllr Tom Nicols Comments by 07/04/10 to Contact Officers: Elaine Malarky, Head of Policy elaine.malarky@centralbedfordshire.gov.uk Stephen.mooring@centralbedfordshire.gov.uk
5.	Award of the Aids and Adaption and Disabled Facilities Grants Contract to Private Sector Properties District Wide and Housing Properties South of the District. -	To award the contract.	4 May 2010		Tender report	Cllr Mrs Rita J Drinkwater Comments by 7 April to Contact Officer: Basil Quinn, Housing Asset Manager Performance 0300 300 5118

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
6.	Highways Contract Novation -	Following the paper received on 14 April 2009, this paper updates the Executive on progress made on negotiations with Bedford Borough Council (BBC) to secure highways services in Central Bedfordshire. The paper will inform Members of expected dates for novating the existing highways contract and identify any risks/costs to service provision.	8 June 2010		Report	Cllr David McVicar Comments by 11/05/10 to Contact Officer: Basil Jackson, Assistant Director Highways basil.jackson@centralbedfordshire.gov.uk Tel: 01234 228601

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
7.	Adoption of the Central Bedfordshire Housing Strategy 2010 -	The Executive are asked to give approval for the adoption of the strategy and the detailed action plan following consideration of the following points: 1. draft Central Bedfordshire Housing Strategy 2010 2. the consultation responses 3. whether the Housing Strategy will meet the housing needs for Central Bedfordshire 4. any recommendation by the Overview & Scrutiny Committee for Sustainable Communities	8 June 2010	15 January 2010: Key Stakeholders and Partners 28 January 2010: members consultation event Web based consultation December 2009 - February 2010	The Central Bedfordshire Housing Strategy 2010	Cllr Tom Nicols Comments by 11/05/10 to Contact Officer: Zoe Cox, Housing Research & Policy Officer zoe.cox@centralbedfordshire.gov.uk Tel: 0300 300 4479
8.	Acquisition of Land in Flitwick -	To approve the purchase using GAF funding.	8 June 2010		Report	Cllr Maurice R Jones Comments by 11/05/10 to Contact Officer: Peter Burt, MRICS, Head of Property Assets peter.burt@centralbedfordshire.gov.uk Tel: 0300 300 5281

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
9.	Asset Disposal Policy -	To approve the Policy.	8 June 2010		Report and Policy	Cllr Maurice R Jones Comments by 11/05/10 to Contact Officer: Peter Burt, MRICS, Head of Property Assets peter.burt@centralbedfordshire.gov.uk Tel: 0300 300 5281
10.	Strategic Planning Framework for Central Bedfordshire -	To set out the strategic approach for transformation and improvement of the Council to meet it's corporate plan vision.	8 June 2010		Report	Cllr Richard Stay Comments by 11/05/10 to Contact Officer: Ian Porter, Assistant Director Policy, Partnerships & Performance ian.porter@centralbedfordshire.gov.uk Tel: 0300 300 6529
11.	The Remodelling of Customer Services -	To approve the Customer Services remodelling proposals.	8 June 2010		Report	Cllr Maurice R Jones Comments by 11/05/10 to Contact Officer: Clive Jones, Assistant Director Business Transformation & Customer Services clive.jones@centralbedfordshire.gov.uk Tel: 0300 300 4168

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
12.	Sustainable Community Strategy for Central Bedfordshire -	To agree the Sustainable Community Strategy for Central Bedfordshire which sets out the Local Strategic Partnership Board's vision and priorities for the Central Bedfordshire area.	8 June 2010	Wide range of consultation activity with residents, partners and stakeholders, including through: Town & Parish Council Conference (4/11/09), Central Bedfordshire Forum (14/0110), MORI Residents' Panel (23/1/10) and Third Sector Assembly (3/2/10).	The Central Bedfordshire Sustainable Community Strategy	Cllr Mrs Patricia E Turner MBE Comments by 11/05/10 to Contact Officer: Peter Fraser, Head of Partnerships & Community Engagement peter.fraser@centralbedfordshire.gov.uk Tel: 0300 300 6740
13.	CCTV Service Options -	To consider options available to move to a common approach to the provision of a CCTV service within Central Bedfordshire.	8 June 2010	Portfolio Holder (Safer and Stronger Communities) Key Stakeholders Sustainable Communities Overview and Scrutiny Committee – May 2010	Report	Cllr David McVicar Comments by 11/05/10 to Contact Officer: Jane Moakes, Assistant Director Community Safety & Public Protection jane.moakes@centralbedfordshire.gov.uk Tel: 0300 300 5441
14.	Award of the Day to Day Response and Programmed Electrical Maintenance Contract to Council Houses South of the District -	To award the contract.	8 June 2010		Tender report	Cllr Mrs Rita J Drinkwater Comments by 11/05/10 to Contact Officer: Basil Quinn, Housing Asset Manager Performance 0300 300 5202

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
15.	Supporting Excellence: An Adult Social Care Workforce Strategy for Central Bedfordshire -	To approve the workforce strategy.	8 June 2010	Healthier Communities & Older Peoples Partnership Board Social Care, Health & Housing Overview and Scrutiny Committee	Report	Cllr Mrs Carole Hegley Comments by 11/05/2010 to Contact Officer: David Jones, Transformation Project Director Social Care, Health & Housing 01234 228649
16.	Approval of additional services to be included in the BEaR Project Procurement -	To approve additional services.	8 June 2010		Report	Cllr David McVicar Comments by 11/05/10 to Contact Officer: Alan Fleming, BEaR Project Director, Sustainable Communities alan.fleming@centralbedfordshire.gov.uk Tel: 0300 300 6968 Ben Finlayson, BEaR Project Manager ben.finlayson@centralbedfordshire.gov.uk Tel: 0300 300 6277
17.	Care Homes Contract Extension -	a) agree to waiver of standing orders b) approve extension of contract	8 June 2010		Report	Cllr Mrs Carole Hegley Comments by 11/05/10to Contact Officer: David Jones, Transformation Project Director Social Care, Health & Housing david.jones3@centralbedfordshire.gov.uk Tel: 0300 300 6190

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
18.	Executive arrangements under the Local Government and Public Involvement in Health Act 2007 -	To consider the requirements of the Local Government and Public Involvement in Health Act 2007 in respect of the Council's executive arrangements and how the council should respond to those requirements.	13 July 2010		Report	Cllr Mrs Patricia E Turner MBE Comments by 15/06/10 to Contact Officer: Kathrin John, Head of Democratic Services kathrin.john@centralbedfordshire.gov.uk Tel: 0300 300 4380
19.	Visible Presence -	To consider the options available for Central Bedfordshire to undertake enforcement of a range of environmental and community safety legislation (including the Environmental Protection Act (EPA) and Clean Neighbourhoods and Environment Act (CNEA)) and exploring the role that a uniformed team has in that respect.	13 July 2010	Relevant Portfolio Holders Key Stakeholders	Report	Cllr David McVicar Comments by 15/06/10 to Contact Officer: Jane Moakes, Assistant Director Community Safety & Public Protection jane.moakes@centralbedfordshire.gov.uk Tel: 0300 300 5441

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
20.	Consultation on the Draft East of England Plan to 2031 -	To agree the Council's response to the draft plan.	13 July 2010		Report	Cllr Tom Nicols Comments by 15/06/10 to Contact Officer: Richard Fox, Head of Development Plan richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105
21.	Safeguarding Annual Report of the Local Safeguarding Children Board 2009 - 10 -	To receive the report of the Joint Central Bedfordshire and Bedford Borough LCSB which sets out how the Board and Partners have met the statutory duties.	17 August 2010		Report	Cllr Mrs Anita M Lewis Comments by 17/07/10 to Contact Officer: Martin Pratt, Deputy Director Children Families and Learning and Assistant Director Specialist Services martin.pratt@centralbedfordshire.gov.uk Tel: 0300 300 4484
22.	Policy for Charging for Non-Residential Social Care Services -	To approve the revised Policy.	17 August 2010	Overview and Scrutiny Task Group (dates tba) Public Consultation (April - July 2010)	Report and Policy	Cllr Mrs Carole Hegley Comments by 17/07/10 to Contact Officer: Tim Hoyle, Head of Business Systems tim.hoyle@centralbedfordshire.gov.uk Tel: 0300 300 3065
23.	Gypsy and Traveller Development Plan Document for Submission -	To agree the Gypsy and Traveller Development Plan Document for Submission. This relates to the LDF North area.	28 September 2010	Stakeholders Members of the public Sustainable Communities Overview and Scrutiny Committee	Report and draft document	Cllr Tom Nicols Comments by 31/08/10 to Contact Officer: Richard Fox, Head of Development Plan richard.fox@centralbedfordshire.gov.uk Tel: 0300 300 4105

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
24.	Central Bedfordshire Validation Checklist for Planning Applications -	To adopt a harmonised local validation checklist for planning applications within Central Bedfordshire.	28 September 2010	stakeholders including agents and statutory consultees	Report	Cllr Tom Nicols Comment on 31/08/10 to Contact Officer: Andrew Davie, Head of Development Management (North) andrew.davie@centralbedfordshire.gov.uk Tel: 0300 300 4426
25.	Child Poverty Strategy -	To agree the strategy which sets out how the Local Authority and its partners intend to reduce child poverty by 2020. This includes 4 targets (relative low income, material deprivation, absolute poverty and persistent poverty). This also includes a needs assessment to describe the characteristics of child and family within Central Bedfordshire and a joint child poverty strategy which will outline the steps and accountability for the Local Authority and partners.	28 September 2010		Report	Cllr Mrs Anita M Lewis Comments by 31/08/10 Glen Denham, Assistant Director Integrated Services 0-19 glen.denham@centralbedfordshire.gov.uk Tel: 0300 300 6125

Ref No.	Issue for Key Decision by the Executive	Intended Decision	Indicative Meeting Date	Consultees and Date/Method	Documents which may be considered	Portfolio Holder and Contact officer (method of comment and closing date)
26.	Local Economic Assessment -	To approve the Central Bedfordshire Local Economic Assessment.	7 December 2010	Stakeholders Members of the public Full public consultation undertaken between August - October	Draft final Local Economic Assessment	Cllr Ken C Matthews Comments by 16/11/10 to Contact Officer: James Cushing, Head of Economic Policy james.cushing@centralbedfordshire.gov.uk Tel: 0300 300 4984
27.	School Modernisation -	To approve the commencement of the rolling capital programme	Portfolio Holder Delegated Decision		Report	Cllr Mrs Anita M Lewis Comments to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning 0300 300 5572
28.	School Temporary Accommodation -	To approve the commencement of the rolling capital programme	Portfolio Holder Delegated Decision		Report	Cllr Mrs Anita M Lewis Comments to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning 0300 300 5572
29.	Asbestos, Health & Safety -	To approve the commencement of the rolling capital programme.	Portfolio Holder Delegated Decision		Report	Cllr Mrs Anita M Lewis Comments to Contact Officer: Rob Parsons, Head of School Organisation and Capital Planning 0300 300 5572

Postal address for Contact Officers: Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford SG17 5TQ

**Central Bedfordshire Council
Forward Plan of Decisions on Key Issues**

The following table sets out the dates on which the Central Bedfordshire Council Forward Plan will be published in 2009/10:

Date of Publication	Period of Plan
08.05.09	1 June 2009 – 31 May 2010
15.06.09	1 July 2009 – 30 June 2010
15.07.09	1 August 2009 – 31 July 2010
13.08.09	1 September 2009 – 31 August 2010
10.09.09	1 October 2009 – 30 September 2010
08.10.09	1 November 2009 – 31 October 2010
05.11.09	1 December 2009 – 30 November 2010
03.12.09	1 January – 31 December 2010
07.01.10	1 February 2010 – 31 January 2011
04.02.10	1 March 2010 – 28 February 2011
04.03.10	1 April 2010 – 31 March 2011
31.03.10	1 May 2010 – 30 April 2011

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