

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



**please ask for** Bernard Carter  
**direct line** 0300 300 4175  
**date** 6 October 2011

## NOTICE OF MEETING

### CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

**Tuesday, 18 October 2011 10.00 a.m.**

Venue at

**Room 15, Priory House, Monks Walk, Shefford**

Richard Carr  
**Chief Executive**

To: The Chairman and Members of the CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE:

Cllrs Mrs D B Gurney (Chairman), N B Costin (Vice-Chairman), P N Aldis, D Bowater, Mrs S Clark, A L Dodwell, P Hollick, K Janes, I A MacKilligan and R B Pepworth

[Named Substitutes:

P A Duckett, Mrs S A Goodchild, Ms C Maudlin, A Shadbolt and N J Sheppard]

Co-optees: Mrs Beattie (Parent Governor), Ms Copley (Parent Governor), Ms Image (Roman Catholic Diocese), Mr Landman (Parent Governor) and Mr Reynolds (Church of England Diocese)

All other Members of the Council - on request

**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 meeting of the Children's Services Overview and Scrutiny Committee held on 6 September 2011 and to note actions taken since that meeting.

3. **Members' Interests**

To receive from Members any declarations and the nature thereof 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 decision of the Executive referred to this Committee for review in accordance with Procedure Rule 10.10 of Part D2.

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

<b>Item</b>	<b>Subject</b>	<b>Page Nos.</b>
9	<b>Base Budget Review</b>  To consider the Children's Services base budget review for 2012/13.	* To Follow
10	<b>Quarter 1 Performance Monitoring</b>  To consider performance monitoring information for the first quarter of 2011/12.	* 13 - 18
11	<b>School Organisation Plan</b>  To receive a presentation on the School Organisation Plan.	*
12	<b>Work Programme 2011 - 2012 &amp; Executive Forward Plan</b>  The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.	* 19 - 40

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**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE** held in Room 15, Priory House, Monks Walk, Shefford on Tuesday, 6 September 2011.

**PRESENT**

Cllr Mrs D B Gurney (Chairman)  
Cllr N B Costin (Vice-Chairman)

Councillors: P N Aldis  
Mrs S Clark  
A L Dodwell

Councillors: I A MacKilligan  
R B Pepworth

Parental Co-optees: S Beattie  
H Copley  
D Landman

Church of England  
Co-optee:  
Roman Catholic  
Co-optee:

Apologies for  
Absence: Cllrs P Hollick  
Mrs F Image  
K Janes  
J Reynolds  
A Shadbolt

Mrs F Image  
J Reynolds

Substitutes: Cllrs D Bowater  
N J Sheppard

Members in  
Attendance: Cllrs Mrs A Barker Deputy Executive Member for  
Children's Services  
Mrs S A Goodchild  
M A G Versallion Executive Member for Children's  
Services

Officers in  
Attendance: Mr B Carter Corporate Scrutiny & Research  
Manager  
Mrs E Grant Deputy Chief Executive/Director of  
Children's Services  
Mrs C Parry Assistant Director, Children's  
Services Operations

CS/11/33 **Minutes**

**RESOLVED**

**that the Minutes of the meeting of the Children's Services Overview and Scrutiny Committee held on 6 September 2011 be confirmed and signed by the Chairman as a correct record, subject to an amendment noting the attendance of Councillor Susan Goodchild.**

CS/11/34 **Members' Interests**

(a) **Personal Interests:-**

Councillors A Dodwell and S Goodchild.

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

None.

(c) **Any political whip in relation to any agenda item:-**

None.

CS/11/35 **Chairman's Announcements and Communications**

The Chairman had no announcements to make.

CS/11/36 **Petitions**

No petitions were received from members of the public in accordance with the Public Participation Procedure as set out in Part D2 of the Constitution.

CS/11/37 **Questions, Statements or Deputations**

The Chairman confirmed that no questions, statements or deputations from members of the public had been received in accordance with Public Participation Procedure as set out in Annex 1 of Part A4 of the Constitution.

CS/11/38 **Call-In**

The Committee was advised that no decisions of the Executive had been referred to the Panel under the Call-in Procedures set out in Appendix "A" to Rule No. S18 of the Overview and Scrutiny Procedure Rules.

CS/11/39 **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.

CS/11/40

## **Central Bedfordshire Safeguarding Children Board Annual Report 2010/11**

The Executive Member for Children's Services presented the annual report of the Central Bedfordshire Safeguarding Children Board, which set out the activity and interventions carried out by the Council and its partners to secure children's safety and manage their circumstances in a safe and effective manner when they are deemed to be at risk, or likely risk of, harm.

Members of the Committee discussed the contents of the report in detail and raised the following key issues:

- The performance of the Council and its partners in terms of safer recruitment practices;
- The importance of anti bullying strategies and effective implementation thereof, particularly with regard to those forms of bullying considered a priority by children i.e. web based bullying and bullying occurring via transport to and from school;
- The responsibility of schools, parents and the wider community for children's behaviour outside the school boundary;
- The need for a greater level of statistical data regarding, amongst other issues, obesity, teenage pregnancy and drug misuse (although the Committee acknowledged that this information would be available via performance reports in the future);
- School's academic performance, particularly those of upper schools; and
- The general increase in referrals and thus caseloads.

The Executive Member for Children's Services also wished to extend his thanks to the outgoing Chairman of the Safeguarding Children Board.

### **RECOMMENDATION:**

**That the report be noted and the comments of the Committee referred to the Local Children's Safeguarding Board.**

CS/11/41

## **Review of Disabled Children's Services**

The Executive Member for Children's Services presented a report, which outlined the detail behind the proposed independent review of services for children with disabilities, due to commence in the autumn. During presentation of the report, the Executive Member made specific reference to his pleasure that the Committee was willing to consider establishing a Member Task Force to assist with the review.

The Committee was supportive of establishing such a Task Force and sought volunteers to take part. Councillors David Bowater, Amanda Dodwell, Susan Goodchild, Iain MacKilligan, and Roger Pepworth volunteered, together with parent governor co-optee Heather Copley.

Members were informed that the Task Force would meet on 2 occasions, as follows:-

- Friday 7 October (morning site visits); and
- Wednesday 9 November (potentially a whole day meeting);

Further details regarding these meetings would be provided to Task Force Members in due course and the outcomes of the review would be reported back to this Committee at its 15 December meeting.

**RECOMMENDATION:**

**That a Member Task Force be established to assist in the Council's review of services for children with disabilities and that the outcomes of this review be reported back to this Committee at its 15 December 2011 meeting, to inform the January Executive report.**

CS/11/42

**Allowances for Foster Parents**

The Executive Member for Children's Services presented his report, which set out the details of proposals to increase payments for foster parents in 2011/12 by returning to the use of the Fostering Network's recommended rate plus 10%.

Members of the Committee discussed the contents of the report in detail and raised the following key issues:

- The difference in rates paid between Council appointed foster parents and those commissioned via independent private fostering agencies;
- The foster parent vetting system;
- The level of Council payments compared to our statistical and regional neighbours;
- The percentage of children in care placed via independent private fostering agencies;
- Any shortfall in the number of foster parents required to meet demand; and
- The Council's success at matching children in care with foster parents on the basis of ethnicity, etc.

The Executive Member for Children's Services also informed the Committee of the views of the Corporate Parenting Panel (CPP), which had met recently to discuss these proposals. It was the CPP's view that the Council should do all that it can to increase allowances for foster parents, thereby reducing its reliance on the use of private fostering agencies.

**RECOMMENDATION:**

**That the Committee endorses the proposal to increase payments to foster parents in 2011/12 and beyond by returning to the principle of the Fostering Network's recommended rate plus 10%.**



CS/11/43 **Transition to Adulthood for Care Leavers**

The Executive Member for Children's Services presented his report, which set out the proposed policy for financial support for transition to adulthood for care leavers. In addition, officers also circulated a revised Appendix A at the meeting, which took account of a number of revisions since publication of the agenda. These revisions had been made following a recent meeting of the Corporate Parenting Panel (CPP), which had also considered the proposed policy.

Members of the Committee discussed the contents of the report in detail and raised the following key issues:

- The changes made by the CPP i.e. to the Birthday Allowance and Winter Heating Allowance;
- The process of assessing need; and
- The Government's commitment to improving higher educational prospects for disadvantaged young adults and the Council's proposed Higher Education Needs Allowance.

Following consideration of the report, the Committee was content to endorse the proposed policy for adoption by the Executive.

**RECOMMENDATION:**

**That the Committee endorses the proposed policy for financial support for transition to adulthood for care leavers.**

CS/11/44 **Annual Report for the Adoption Service, Fostering Service and Private Fostering Provision**

The Executive Member for Children's Services presented his report, which outlined the new statutory framework regarding annual reports for the Adoption Service, Fostering Service and Private Fostering Provision. He further explained that this first report was by necessity very detailed but in future the Committee would receive more concise 6 monthly progress reports. The Committee was also informed that the Adoption Service had recently been the subject of an Ofsted inspection, the result of which would be announced formally in due course.

Members of the Committee discussed the contents of the report in detail and raised the following key issues:

- The difference between Adoption and Special Guardianship;
- The average number of fostering households per annum who withdrew their service;
- The process of adoption generally; and
- The adoption of older and/or disabled children;

Members of the Committee also enquired as to the possibility of observing Fostering and/or Adoption Panels in action. The Deputy Chief Executive and Director of Children's Services confirmed that this was unfortunately not possible however the Committee could receive a presentation at a future meeting outlining the process. Members were content with this suggestion and agreed that a presentation be made to its 29 November Committee meeting.

To conclude, the Executive Member for Children's Services paid tribute to and congratulated officers for their successful management of the service.

**RECOMMENDATION:**

**That the report be noted and that a presentation be made to the 29 November Committee meeting outlining the Adoption and Fostering process and in particular the role of the respective adoption and fostering panels.**

CS/11/45 **Revenue Budget Management Report Quarter ended 30 June 2011**

The Executive Member for Children's Services presented his report, which set out the projected financial position of the Children's Services Directorate to the end of March 2012, based on the information available as at the end of June 2011 (being the first quarter of 2011/12).

He further explained that the full year projected outturn position for 2011/12 was a relatively small £0.1M overspend against a £35.6M budget and congratulated the Directorate and Council generally on its good financial management, albeit recognising the very challenging financial environment in which the organisation still found itself.

Members of the Committee discussed the contents of the report and raised a number of specific questions, which were answered in full by the officers in attendance.

**RECOMMENDATION:**

**That the report be noted.**

CS/11/46 **Capital Budget Management Report Quarter ended 30 June 2011**

The Executive Member for Children's Services presented his report, which set out the projected financial position of the Directorate's Capital Programme to the end of March 2012, based on the information available as at the end of June 2011 (being the first quarter of 2011/12).

He further explained that the full year projected outturn position for 2011/12 was currently on budget.

Members of the Committee discussed the contents of the report and raised a number of specific questions, which were answered in full by the officers in attendance.

Councillor S Goodchild also wished to thank the former Portfolio Holder for Children's Services (Anita Lewis) for her much appreciated support in bringing to fruition the Tithe Farm Lower School capital scheme, which had transformed tired and unsuitable accommodation into a flagship school fit for the 21<sup>st</sup> century.

**RECOMMENDATION:**

**That the report be noted.**

CS/11/47

**Work Programme 2011 - 2012 & Executive Forward Plan**

The Committee considered its current Work Programme and the latest Executive Forward Plan and made the following changes to the Work Programme:

- 18 October 2011 – the addition of a report on the Base Budget Review and the postponement of the Children's Centres report to the 29 November meeting;
- 29 November 2011 – the addition of the Children's Centres report (as mentioned above) and a presentation on the Adoption/Fostering process; and
- 15 December - the addition of the Draft Budget for 2012/13 and the Outcome of the Review of Services for Children with Disabilities.

A Member of the Committee also requested an update regarding the outcome of the commissioning of Youth Services. The Deputy Chief Executive and Director of Children's Services agreed to prepare and circulate a note to Committee Members regarding this issue.

**RECOMMENDATION:**

- 1. That the Children's Services OSC Work Programme be noted.**
- 2. That the Deputy Chief Executive and Director of Children's Services prepare and circulate a note to Committee Members regarding the outcome of the commissioning of Youth Services.**

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.45 a.m.)

Chairman .....

Dated .....

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**Meeting:** Children's Services Overview and Scrutiny Committee  
**Date:** 18 October 2011  
**Subject:** Quarter One Performance Report  
**Report of:** Cllr Mark Versallion, Executive Member for Children's Services  
**Summary:** The report highlights the Quarter One performance for the Children's Services Directorate.

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**Advising Officer:** Edwina Grant, Deputy Chief Executive and Director of Children's Services  
**Contact Officer:** Karen Oellermann, Head of Partnerships, Performance and Workforce Development  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

**Council Priorities:**

The Quarterly Performance Report ensures that progress on the delivery of the Council's priorities is monitored.

**Financial:**

There are a number of performance indicators within the full corporate suite that have a financial link.

It will be important to consider any financial implications in addressing ongoing areas of under performance.

**Legal:**

None.

**Risk Management:**

Areas of ongoing underperformance are a risk to both service delivery and the reputation of the Council.

**Staffing (including Trades Unions):**

None.

**Equalities/Human Rights:**

It is important that consideration is given to all our Central Bedfordshire communities when considering public facing performance indicators – particularly vulnerable groups.

**Community Safety:**

There are Children's Services indicators that relate to ensuring children and young people are kept safe.

**Sustainability:**

None.

**RECOMMENDATION:**

1. **That the Committee notes and reviews Quarter One performance.**

**Background**

1. The Council's framework for performance management supports the delivery of the Council's priorities.
2. An overview of performance in Quarter 1 2011/12 and Director's summaries are set out below. This is supported by the detailed performance in Appendix A.

**Performance Summary**

3. The Council's performance in protecting vulnerable children and young people has remained good this quarter. Key indicators measuring social care assessment timeliness, stability and review remain on target to year end 2012. The demand on the frontline teams remains high and there has been a significant increase in the numbers of children subject to child protection plans and care proceedings required to protect children. These are resource intensive activities requiring frontline service and legal support. The implementation of new legislation and guidance is also having an impact on workloads and the level of support required for children.
4. Regular monitoring ensures that current performance reflects consistent application of thresholds for access to services and assessment for children in need and those in need of protection. This demonstrates continuing availability of the service for those most vulnerable, rather than solely pursuing targets.
5. Since the beginning of April, there have been 11 school inspections. Five of these maintained their Good outcome, four improved their Ofsted judgement (one Satisfactory, two Good and one Outstanding). There were two Early Years inspections and both were classified as Satisfactory. Mill Vale Middle School was inspected on 13th June. The school was judged to be Satisfactory taking it out of the Ofsted "Notice to Improve" category. Support from the local authority in providing guidance to the head teacher and governing body has been acknowledged by inspectors. Ashton Middle School was given a Notice to Improve on 9th February 2011. The School Management Team is focused on the improvements that need to be made, in part from the commissioned support from Alban Academy and Stratton Upper School. Indications are that September will bring a new start and improved practice.

**Appendices:**

Appendix A – Performance Indicators

**Background Papers:** (open to public inspection)  
Executive 4 October 2011 - (Quarter 1 Performance Report)

**Location of papers:** Priory House, Chicksands

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Children's Services

Seasonal = Compared to the same time in the previous year  
 Quarter on quarter = Compared to the previous quarter  
 Annual = Compared to a fixed point in the previous year

	Indicator	Unit	Good is	Year	Target (Outturn)	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Outturn	Comp Group*	Trend Comparison	Performance Judgement	Comment	
CS 1	The percentage of initial assessments within seven working days of referral (NI 59)	%	High	2011/12	85.0	91.7						Quarter on quarter	↓	G	Initial assessments are an important indicator of how quickly services can respond and assess the circumstances of a child thought to be at risk of serious harm or in need of social care intervention. As the assessments involve a range of local agencies, this indicator also shows how well multi-agency working arrangements are established in local authority areas given the service has seven working days to complete them. Performance remains above target.
				2010/11	85.0	96.2	95.0	95.1	99.6	95.7	-				
				2009/10	-	-	-	-	-	86.7	59.0 NFER				
CS 2	The percentage of children looked after at 31 March with three or more placements during the year (NI 62)	%	Low	2011/12	10.0	2.2						Seasonal	↓	G	Performance is very good. The increase in placement moves this quarter is still within target. Moves are usually undertaken as a consequence of a change in the child/young persons care plan or related to a placement breakdown, the service strives to deal with these situations in a planned way. This indicator is an important measure of the stability of care placements that a child or young person has experienced. This is usually associated with better outcomes including education and emotional well being. Proper assessment of a child's needs and an adequate choice of placements are essential if appropriate stable placements are to be made. The services priority remains the recruitment and retention of carers.
				2010/11	10.0	1.1	2.3	4.1	5.7	5.7	-				
				2009/10	-	-	-	-	-	9.2	11.7 NFER				
CS 3	The percentage of child protection cases which should have been reviewed during the year that were reviewed (NI 67)	%	High	2011/12	100	100						Quarter on quarter	↔	G	Reviews are a key element in ensuring that Child Protection Plans and effective interventions are monitored, reviewed and progressed as a means of ensuring children are safe and protected. As a result, delivering timely reviewing is a priority within the Conference and Review Service. The 100% target continues to be achieved.
				2010/11	100	100	100	100	100	100	-				
				2009/10	-	-	-	-	-	100	94.4 NFER				

\*Comp Group - This refers to the average of our comparator group (CIPFA, PWC, NFER)

Seasonal = Compared to the same time in the previous year  
 Quarter on quarter = Compared to the previous quarter  
 Annual = Compared to a fixed point in the previous year

	Indicator	Unit	Good is	Year	Target (Outturn)	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Outturn	Comp Group*	Trend Comparison	Performance Judgement	Comment	
CS 4	The percentage of children in need that led to initial assessments (NI 68)	%	High	2011/12	60.0	60.2						Quarter on quarter	↑	G	Performance has met target. The issues affecting performance last year have been addressed. This target demonstrates that at this time there is the capacity and ability to respond effectively to requests for social care intervention. The new Integrated Children's System will offer further enhancements to the authority's ability to respond and the Governments response to The Munro review is likely to influence the frontline Assessment Team's business processes going forward.
				2010/11	65.0	53.1	67.0	58.6	51.5	56.0	-				
				2009/10	-	-	-	-	-	68.2	61.3 NFER				

\*Comp Group - This refers to the average of our comparator group (CIPFA, PWC, NFER)

Indicators CS5 and CS6 are not shown in this quarter's report as they are reported annually.

	Indicator	Unit	2009/10	2010/11	2011/12					Trend comparison	Performance Judgement	Comment		
			Outturn	Outturn	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Outturn					
CS 7	Published Ofsted school and college classifications (new inspections in brackets)	Total	Number of schools	248 (57)	247 (62)	247 (11)					Quarter on quarter	Not scored	Not scored	<p>Since the beginning of April, there have been 11 inspections. Five of these maintained their Good outcome, four improved their Ofsted judgement (one Satisfactory, two Good and one Outstanding) and two received a Satisfactory outcome for their early years provision.</p> <p>Mill Vale Middle School was inspected on 13<sup>th</sup> June. The school was judged to be Satisfactory taking it out of the Ofsted "Notice to Improve" category.</p> <p>Ashton Middle School was given a Notice to Improve on 9th February 2011. The Senior Leadership Team is focused on the improvements that need to be made, in part from the support from Alban Academy and Stratton Upper School. There is a confidence that September will bring a new start and enable practice to be more unified.</p>
		Outstanding	Number of schools	56 (10)	63 (11)	64 (1)								
		Good	Number of schools	140 (32)	132 (35)	131 (7)								
		Satisfactory	Number of schools	51 (14)	50 (14)	51 (3)								
		Inadequate	Number of schools	1 (1)	2 (2)	1 (0)								

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**Meeting:** Children's Services Overview & Scrutiny Committee  
**Date:** 18 October 2011  
**Subject:** Work Programme 2011 – 2012 & 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.

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**Contact Officer:** Bernard Carter, Corporate Scrutiny & Research 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

**RECOMMENDATION(S):**

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.
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 may also wish 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 may wish to establish a Task Force to assist the Committee in its work.

## Work Programme for Children's Services Overview & Scrutiny Committee 2011 - 2012

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
1.	18 October 2011	Base Budget Review	To consider the Children's Services base budget review for 2012/13	
		Quarter 1 Performance Monitoring	To consider performance monitoring information for the first quarter of 2011/12	
		School Organisation Plan	To receive a presentation on the School Organisation Plan	
2.	29 November 2011	Adoption and Fostering Processes	To receive a presentation regarding the Council's adoption and fostering processes.	
		Annual Report – Complaints	To consider the Council's annual report regarding Children's Services complaints	
		Children's Centres	To discuss early options for Children's Centres	

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
		Alternative Arrangements for Special Schools	To consider alternative arrangements for special schools in light of the decision by the DfE to grant academy status to Weatherfield School	
3.	15 December 2011	<p>Children &amp; Young People's Plan</p> <p>Medium Term Objectives</p> <p>Draft Budget 2012/13</p> <p>Children's Centres</p> <p>Disabled Children's Services</p>	<p>To consider the half year monitoring report of the Children &amp; Young People's Plan</p> <p>To consider the Council's draft Medium Term Objectives relating to Children's Services.</p> <p>To consider the Children's Services draft Budget for 2012/13.</p> <p>To receive details of the tender for Children's Centres</p> <p>To consider the outcomes from the review of disabled children's services in Central Bedfordshire</p>	
4.	17 January 2012	Quarter 2 Budget Monitoring	To consider the directorate's capital & revenue budget monitoring information for the second quarter of 2011/12	

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
		Quarter 2 Performance Monitoring	To consider performance monitoring information for the second quarter of 2011/12	
		Alternative Future Provision of the Pupil Referral Unit	To consider a report regarding alternative future provision of the Pupil Referral Unit	
		Education Vision	To receive a presentation regarding a refresh of the Education Vision	
		Children's Health	To receive a presentation regarding children's health	
5.	28 February 2012			
6.	17 April 2012	Quarter 3 Budget Monitoring	To consider the directorate's capital & revenue budget monitoring information for the third quarter of 2011/12	
		Quarter 3 Performance Monitoring	To consider performance monitoring information for the 3rd quarter of 11/12	
7.	22 May 2012			

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**Central Bedfordshire Council  
Forward Plan of Key Decisions  
1 October 2011 to 30 September 2012**

- 1) During the period from **1 October 2011 to 30 September 2012**, 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:

Cllr James Jamieson	Leader of the Council and Chairman of the Executive
Cllr Maurice Jones	Deputy Leader and Executive Member for Corporate Resources
Cllr Mark Versallion	Executive Member for Children’s Services
Cllr Mrs Carole Hegley	Executive Member for Social Care, Health and Housing
Cllr Ken Matthews	Executive Member for Sustainable Communities – Strategic Planning and Economic Development
Cllr Brian Spurr	Executive Member for Sustainable Communities - Services
Cllr Mrs Tricia Turner MBE	Executive Member for Economic Partnerships
Cllr Richard Stay	Executive Member for External Affairs

- 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 Committee Services Manager, 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
15 March 2011	03 March 2011
05 April 2011	24 March 2011
31 May 2011	19 May 2011
12 July 2011	30 June 2011
23 August 2011	11 August 2011
4 October 2011	22 September 2011
15 November 2011	3 November 2011
6 December 2011	24 November 2011
10 January 2012	22 December 2011
14 February 2012	2 February 2012
27 March 2012	15 March 2012
15 May 2012	3 May 2012

# Central Bedfordshire Council

## Forward Plan of Key Decisions for the period 1 October 2011 to 30 September 2012

### Key Decisions

Date of Publication: 15 September 2011

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.	Central Bedfordshire Shadow Health and Wellbeing Board -	To establish a Central Bedfordshire Shadow Health and Wellbeing Board.	4 October 2011	Design and implementation plans for the Shadow Board have been through engagement and information sharing with statutory partners. A wider stakeholder engagement event to include other partners is planned for Autumn 2011.	Report Terms of Reference	Executive Member for Economic Partnerships Comments by 03/09/11 to Contact Officer: Patricia Coker, Head of Service, Partnerships - Social Care, Health & Housing Email: <a href="mailto:patricia.coker@centralbedfordshire.gov.uk">patricia.coker@centralbedfordshire.gov.uk</a> Tel: 0300 300 5521
2.	Options for determining Fostering Allowances -	To consider the options for determining Fostering Allowances.	4 October 2011	Consultation will take place with existing Foster Carers. Being a web-based consultation it will also be open to the public and prospective fosterers. The Consultation will run throughout July.	Report	Executive Member for Children's Services Comments by 03/09/11 to Contact Officer: Catherine Parry, Assistant Director, Children's Services Operations Email: <a href="mailto:catherine.parry@centralbedfordshire.gov.uk">catherine.parry@centralbedfordshire.gov.uk</a> Tel: 0300 300 6441

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3.	Leaving Care Allowance Option Paper -	To consider the Leaving Care Allowance Option Paper.	4 October 2011	Consultation in July and August 2011 with Children in Care Council and with Looked After Children pending parental permission issues being resolved.	Report	Executive Member for Children's Services Comments by 03/09/11 to Contact Officer: Catherine Parry, Assistant Director, Children's Services Operations Email: <a href="mailto:catherine.parry@centralbedfordshire.gov.uk">catherine.parry@centralbedfordshire.gov.uk</a> Tel: 0300 300 6441
4.	Central Bedfordshire Local Development Scheme -	To agree the broad scope of new planning policy documents for Central Bedfordshire and the timetable for their production.	4 October 2011	Documents referred to in the Local Development Scheme will be subject to separate consultation in line with statutory requirements.	Central Bedfordshire Local Development Scheme	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 03/09/11 to Contact Officer: Richard Fox, Head of Development Plan Email: <a href="mailto:richard.fox@centralbedfordshire.gov.uk">richard.fox@centralbedfordshire.gov.uk</a> Tel: 0300 300 4105
5.	Central Bedfordshire Housing Allocations Policy -	To formally adopt the Sub-Regional Allocations Policy as Central Bedfordshire's Allocation Policy and to adopt the changes made to the Sub-Regional Allocations Policy.	15 November 2011		Report	Executive Member for Social Care, Health and Housing Comments by 14/10/11 to Contact Officer: Tony Keaveney, Assistant Director Housing Services Email: <a href="mailto:tony.keaveney@centralbedfordshire.gov.uk">tony.keaveney@centralbedfordshire.gov.uk</a> Tel: 0300 300 5210

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6.	Minerals and Waste Core Strategy: Pre-Submission Consultation -	To consider the Minerals and Waste Core Strategy.	15 November 2011		Report	Executive Member for Sustainable Communities - Services Comments by 14/10/11 to Contact Officer: Roy Romans, Minerals and Waste Team Leader Email: <a href="mailto:roy.romans@centralbedfordshire.gov.uk">roy.romans@centralbedfordshire.gov.uk</a> Tel: 0300 300 8307
7.	Economic Development Plan -	To recommend to full Council to approve the Central Bedfordshire Economic Development Plan.	15 November 2011	13 week consultation from 8 June 2011, to include focus groups, workshops, key stakeholder meetings and web based consultation.	Draft final Economic Development Plan	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 14/10/11 to Contact Officer: James Cushing, Head of Economic Policy Email <a href="mailto:james.cushing@centralbedfordshire.gov.uk">james.cushing@centralbedfordshire.gov.uk</a> Tel: 0300 300 4984
8.	Adult Social Care Health and Housing Safeguarding Vulnerable Adults Peer Challenge -	To consider the Adult Social Care Health and Housing Safeguarding Vulnerable Adults Peer Challenge final report.	15 November 2011		Local Government Group Safeguarding Vulnerable Adults Peer Challenge final report	Executive Member for Social Care, Health and Housing Comments by 14/10/2011 to Contact Officer: Stuart Rees, Assistant Director Adult Social Care Email: <a href="mailto:stuart.rees@centralbedfordshire.gov.uk">stuart.rees@centralbedfordshire.gov.uk</a> Tel: 0300 300 6339

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9.	Review of Capital Programme -	To consider the review of the Capital Programme.	15 November 2011		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 14/10/11 to Contact Officer: Interim Assistant Chief Executive - Resources Email: <a href="mailto:john.unsworth@centralbedfordshire.gov.uk">john.unsworth@centralbedfordshire.gov.uk</a> Tel: 0300 300 5875
10.	Fairer Charging - Phase 2 -	To receive an update on phase 2 fairer charging and to make a decision on the introduction of weekly charge for Telecare Services.	15 November 2011	Current Telecare users (individual letter and survey); Stakeholder Groups and Public (email and web-based survey) 15 August 2011 – 4 November 2011.	Report  Consultation document containing proposals  Analysis of consultation responses	Executive Member for Social Care, Health and Housing Comments by 14/10/11 to Contact Officer: Tim Hoyle, Head of Business Systems Email: <a href="mailto:tim.hoyle@centralbedfordshire.gov.uk">tim.hoyle@centralbedfordshire.gov.uk</a> Tel: 0300 300 6065
11.	'Central Direct' Channel Shift Business Case -	To consider the capital investment for the Channel Strategy proposal.	15 November 2011		Capital Investment for Channel Strategy Proposal	Deputy Leader and Executive Member for Corporate Resources Comments by 14/10/11 to Contact Officer: Trisha Chapman, Programme Manager Email: <a href="mailto:trisha.chapman@centralbedfordshire.gov.uk">trisha.chapman@centralbedfordshire.gov.uk</a> Tel: 0300 300 4657

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12.	To Award the Electricity Supply Contract for Council House Communal Areas and Car Parks -	To seek approval for the Director of Social Care, Health and Housing to be granted delegated powers to award the electricity supply contract for Council House communal areas and car parks when the contract is re-tendered as the quotes will only be valid on the day of submission.	15 November 2011		Report	Executive Member for Social Care, Health and Housing Comments by 14/10/11 to Contact Officer: Alec Edgar, e-Procurement Manager Email: <a href="mailto:alec.edgar@centralbedfordshire.gov.uk">alec.edgar@centralbedfordshire.gov.uk</a> Tel: 0300 300 6182
13.	Land Purchase Options in Flitwick Town Centre -	To consider the land purchase options in Flitwick Town Centre.	15 November 2011		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 14/10/11 to Contact Officer: Peter Burt, MRICS, Head of Property Assets Email: <a href="mailto:peter.burt@centralbedfordshire.gov.uk">peter.burt@centralbedfordshire.gov.uk</a> Tel: 0300 300 5281

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14.	Quarter 2 Budget Monitoring -	To consider the quarter 2 budget monitoring report.	6 December 2011		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 05/11/11 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
15.	Draft Budget 2012/13 -	To consider the draft budget for 2012/13.	6 December 2011		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 05/11/2011 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147
16.	Woodside Link -	To agree to an increase in capital spending to facilitate the Woodside Link as it is a key piece of infrastructure.	6 December 2011		Report	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 05/11/2011 to Contact Officer: Jim Tombe, Transport Strategy Email: <a href="mailto:jim.tombe@centralbedfordshire.gov.uk">jim.tombe@centralbedfordshire.gov.uk</a> Tel: 0300 300 6344



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17.	Award of the Housing Responsive Maintenance and Void Repairs Contract -	To award the housing responsive maintenance and void repairs contract.	10 January 2012		Report	Executive Member for Social Care, Health and Housing Comments by 09/12/11 to Contact Officer: Basil Quinn, Housing Asset Manager Performance Email: <a href="mailto:basil.quinn@centralbedfordshire.gov.uk">basil.quinn@centralbedfordshire.gov.uk</a> Tel: 0300 300 5118
18.	Outcome of the Review of Children's Centres -	To consider the outcome of the review of children's centres.	10 January 2012		Report	Executive Member for Children's Services Comments by 09/12/2011 to Contact Officer: Catherine Parry, Assistant Director, Children's Services Operations Email: <a href="mailto:catherine.parry@centralbedfordshire.gov.uk">catherine.parry@centralbedfordshire.gov.uk</a> Tel: 0300 300 6441
19.	Budget 2012/13 -	To recommend to Council the proposed budget for 2012/13.	14 February 2012		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 13/01/12 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147

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20.	Localism Bill -	To consider the Localism Bill and the delivery through the Community Strategy.	14 February 2012		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 13/01/12 to Contact Officer: Peter Fraser, Head of Partnerships & Performance Email: <a href="mailto:peter.fraser@centralbedfordshire.gov.uk">peter.fraser@centralbedfordshire.gov.uk</a> Tel: 0300 300 6740
21.	Review of Central Bedfordshire Council Library Service -	Approval is sought to:  A: agree the Central Bedfordshire vision for the Libraries Service; and B: agree a sustainable model of future Library Service provision.	27 March 2012	Throughout May/June a series of focus groups and workshops with service users and partners and stakeholders. From July – September/October a formal consultation for a minimum of 13 weeks on the vision and potential service delivery models.	Emerging vision, core service offer and aspiration  Libraries Service Review Report  Outcomes from consultation process  Equality Impact Assessment	Executive Member for Sustainable Communities - Services Comments by 26/02/12 to Contact Officer: Kate McFarlane, Head of Community Regeneration & Adult Skills Email: <a href="mailto:kate.mcfarlane@centralbedfordshire.gov.uk">kate.mcfarlane@centralbedfordshire.gov.uk</a> Tel: 0300 300 5858

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22.	Community Safety Partnership Priorities and the Community Safety Partnership Plan for 2012-2013 -	To adopt the Community Safety Partnership Priorities and the Community Safety Partnership Plan for 2012-2013.	27 March 2012	Strategic Assessment & Partnership Plan will be considered at the Community Safety Partnership Executive meeting in November/December, Overview and Scrutiny Committee and the Local Strategic Partnership.	Strategic Assessment Priorities & Community Safety Partnership Plan 2012-2013	Executive Member for Sustainable Communities - Services Comments by 26/02/12 to Contact Officer: Jeanette Keyte, Community Safety Manager Email: <a href="mailto:jeanette.keyte@centralbedfordshire.gov.uk">jeanette.keyte@centralbedfordshire.gov.uk</a> Tel: 0300 300 5232
23.	Food Law Enforcement Service Plan 2012-2013, Age Restricted Sales Plan 2012-2013 and the Health and Safety (as a Regulator) Service Plan 2012-2013 -	To approve the Food Law Enforcement Service Plan 2012-2013, Age Restricted Sales Plan 2012-2013 and the Health and Safety (as a Regulator) Service Plan 2012-2013.	27 March 2012		Central Bedfordshire Enforcement Policy; FSA Framework Agreement on Local Authority Food Law Enforcement; Food Law Code of Practice (England); HSE Section 18 Standard on Enforcement	Executive Member for Sustainable Communities - Services Comments by 26/02/12 to Contact Officer: Susan Childerhouse, Head of Public Protection (North) Email: <a href="mailto:susan.childerhouse@centralbedfordshire.gov.uk">susan.childerhouse@centralbedfordshire.gov.uk</a> Tel: 0300 300 4394

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24.	Leighton Buzzard Town Centre Planning and Development Briefs -	To endorse the planning document for two sites as Interim Technical Guidance for Development Management Purposes.	27 March 2012	Statutory consultation procedure to be carried out in Autumn 2011.	Leighton Buzzard Town Centre sites Planning and Development Briefs	Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/02/12 to Contact Officer: Liz Wade, Assistant Director Economic Growth and Regeneration Email: <a href="mailto:liz.wade@centralbedfordshire.gov.uk">liz.wade@centralbedfordshire.gov.uk</a> Tel: 0300 300 6288
25.	Brewers Hill Road Sites, Dunstable Regeneration -	To adopt the plans for the Brewers Hill Road sites as a Supplementary Planning Document or endorsement as Interim technical guidance for Development Management Purposes.	27 March 2012	Statutory consultation procedure to be carried out in November/December 2011 via exhibitions, meetings and questionnaires.	Brewers Hill Road sites, Dunstable Development Brief	Deputy Leader and Executive Member for Corporate Resources, Executive Member for Sustainable Communities - Strategic Planning and Economic Development Comments by 26/02/12 to Contact Officer: Peter Burt, MRICS, Head of Property Assets or Andy Lewis, Major Projects Officer Email: <a href="mailto:peter.burt@centralbedfordshire.gov.uk">peter.burt@centralbedfordshire.gov.uk</a> Tel: 0300 300 5281 or <a href="mailto:andy.lewis@centralbedfordshire.gov.uk">andy.lewis@centralbedfordshire.gov.uk</a> Tel: 0300 300 5526

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26.	Quarter 3 Budget Monitoring -	To consider quarter 3 budget monitoring report.	27 March 2012		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 26/02/12 to Contact Officer: Charles Warboys, Chief Finance Officer Email: <a href="mailto:charles.warboys@centralbedfordshire.gov.uk">charles.warboys@centralbedfordshire.gov.uk</a> Tel: 0300 300 6147

## NON KEY DECISIONS

27.	Quarter 1 Performance Report -	To receive quarter 1 performance report.	4 October 2011		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 03/09/11 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517
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28.	Outcome of the Disability Review Children's Services -	A review of the non schools provision for disabled children is on going during September to December 2011. There may be need for structural changes which would form the content of an Executive report.	10 January 2012		Report	Executive Member for Children's Services Comments by 09/12/11 to Contact Officer: Catherine Parry, Assistant Director, Children's Services Operations Email: <a href="mailto:catherine.parry@centralbedfordshire.gov.uk">catherine.parry@centralbedfordshire.gov.uk</a> Tel: 0300 300 6441
29.	Quarter 2 Performance Report -	To receive quarter 2 performance report.	10 January 2012		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 09/12/11 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517
30.	Quarter 3 Performance Report -	To receive quarter 3 performance report.	27 March 2012		Report	Deputy Leader and Executive Member for Corporate Resources Comments by 26/02/12 to Contact Officer: Elaine Malarky, Head of Programmes & Performance Management Email: <a href="mailto:elaine.malarky@centralbedfordshire.gov.uk">elaine.malarky@centralbedfordshire.gov.uk</a> Tel: 0300 300 5517

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**

For the Municipal Year 2011/12 the Forward Plan will be published on the fifteenth day of each month or, where the fifteenth day is not a working day, the working day immediately proceeding the fifteenth day, or in February 2012 when the plan will be published on the fourteenth day:

<b>Date of Publication</b>	<b>Period of Plan</b>
15.04.11	1 May 2011 – 30 April 2012
13.05.11	1 June 2011 – 31 May 2012
15.06.11	1 July 2011 – 30 June 2012
15.07.11	1 August 2011 – 31 July 2012
15.08.11	1 September 2011 – 31 August 2012
15.09.11	1 October 2011 – 30 September 2012
14.10.11	1 November 2011 – 31 October 2012
15.11.11	1 December 2011 – 30 November 2012
15.12.11	1 January 2012 – 31 December 2012
13.01.12	1 February 2012 – 31 January 2013
14.02.12	1 March 2012 – 28 February 2013
15.03.12	1 April 2012 – 31 March 2013

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