

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



please ask for Jonathon Partridge

direct line 0300 300 4634

date 09 January 2014

NOTICE OF MEETING

CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Tuesday, 21 January 2014 10.00 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

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

Cllrs Mrs A Barker (Chairman), N B Costin (Vice-Chairman), R D Berry, D Bowater, Mrs G Clarke, Mrs R J Drinkwater, Mrs D B Gurney, P Hollick, D Jones and R B Pepworth

[Named Substitutes:

Mrs S A Goodchild, K Janes, B Saunders, A Shadbolt and N J Sheppard]

Co-optees: Mr Chapman (Parent Governor), Mr Court (Parent Governor), Mrs Crook (Parent Governor), Ms Image (Roman Catholic Diocese), 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 13 December 2013 and to note actions taken since that meeting.

3. **Members' Interests**

To receive from Members any declarations of interest and of 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

Item	Subject	Page Nos.
9	<p>Executive Member Update</p> <p>To receive a brief verbal update from the Executive Member for Children's Services.</p>	*
10	<p>Draft Budget 2014/15, Medium Term Financial Plan 2014-18 and Capital Programme 2014/15 to 2017/18</p> <p>To consider the following pertaining to the Children's Services Directorate:-</p> <ul style="list-style-type: none"> (i) draft Budget (2014/15); (ii) Medium Term Financial Plan (2014-18); and (iii) Capital Programme (2014/15 to 2017/18). <p>Papers relating to these items were circulated to Members in the Executive agenda for 14 January 2014 (Items 08 and 09 refer). In addition to the covering report included in this agenda Members are requested to bring their copies of the Executive report with them to the meeting. The report is available to view and print at the following website:-</p> <p>http://www.centralbedfordshire.gov.uk/modgov/ieListDocuments.aspx?CId=577&MId=4397&Ver=4</p>	* 13 - 14
11	<p>Fees and Charges (2014/15)</p> <p>To receive the revised fees and charges rates for 2014/15 pertaining to the Children's Services Directorate.</p>	* 15 - 20
12	<p>Work Programme 2013 - 2014 & Executive Forward Plan</p> <p>The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.</p>	* 21 - 24

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CENTRAL BEDFORDSHIRE COUNCIL

At a meeting of the **CHILDREN'S SERVICES OVERVIEW & SCRUTINY COMMITTEE** held in Meeting Room 15, Priory House, Monks Walk, Shefford on Friday, 13 December 2013

PRESENT

Cllr Mrs A Barker (Chairman)
Cllr N B Costin (Vice-Chairman)

Councillors:	R D Berry D Bowater Mrs R J Drinkwater	Councillors:	P Hollick D Jones R B Pepworth
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Parental Co-optees: H Copley
Mr S Court
D Landman

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

Apologies for Absence:	Cllrs	Mrs G Clarke Mrs D B Gurney J Reynolds
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Substitutes:	Cllrs	K Janes (In place of Mrs G Clarke)
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Members in Attendance:	Cllrs	P N Aldis Mrs S Clark A L Dodwell A Shadbolt	Deputy Executive Member for Children's Services Deputy Executive Member for Children's Services
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Officers in Attendance:	Ms G Chandler Mrs E Grant Mr S Jones Mr J Partridge Mr B Pearson Miss H Redding	Senior Finance Advisor - School Finance Deputy Chief Executive/Director of Children's Services Senior Finance Manager - Public Health Scrutiny Policy Adviser Head of Children's Services Commissioning Assistant Director School Improvement
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CS/13/73 **Minutes**

RESOLVED that the minutes of the meeting of the Children's Services Overview and Scrutiny Committee held on 15 October 2013 be confirmed and signed by the Chairman as a correct record subject to the addition of Cllr Hollick to the list of attendees.

CS/13/74 **Members' Interests**

- Cllr Costin declared an interest as Chairman of Barnfield College.
- Cllr D Jones declared an interest in Item 12 as the Chair of Governors for Hawthorn Park Primary School.
- Cllr Bowater declared an interest in Item 19 as a Governor of SEPT.
- Mr S Court also declared an interest in Item 13 as his child benefited from home to school transport.

CS/13/75 **Chairman's Announcements and Communications**

The Chairman advised the Committee that the order of the agenda would be reorganised to facilitate the attendance of officers and a Deputy Executive Member. The Chairman also informed the Committee that by virtue of the Local Government Act (1972) she had agreed to add an urgent item to the agenda regarding a quarterly budget update for public health. This item was felt to be of urgency due to the importance of advising Members in a timely way of the current projected outturn of the public health service.

CS/13/76 **Petitions**

None.

CS/13/77 **Questions, Statements or Deputations**

The Committee received a question from a member of the public regarding services for children on the autistic spectrum in Central Bedfordshire. The speaker highlighted five concerns as follows:-

- Responsibility for and application of services;
- Early recognition and specialist teaching;
- Need for awareness and training;
- Family learning and support; and
- The inadequacy of containment.

In response to the speaker and questions from Members the Assistant Director for School Improvement informed the Committee that the Council delivered some additional autism services in Biggleswade. The Children's and Families Bill had placed additional responsibilities on the Council in relation to services required to be delivered. The Assistant Director stressed the importance of early diagnosis and training being provided in appropriate locations and stated that the Council coordinated with parents and families to ensure that services were delivered in a way that supported families. The Assistant Director also advised the Committee that additional support was provided via special schools and pre-schools to enhance availability of services.

Following the discussion the Chairman requested that a copy of the points raised by the speaker be circulated to Members of the Committee.

CS/13/78 **Call-In**

None.

CS/13/79 **Requested Items**

None.

CS/13/80 **Executive Member Update**

The Deputy Executive Member for Children's Services advised the Committee of two reports that were recently considered by the Executive in relation to the New Schools Places Programme and fostering fees and allowances.

In response to a question the Deputy Chief Executive/Director of Children's Services commented she felt the Government were right to review the age to which children in care would be able to stay with foster families as a means of providing a more stable environment. There were several issues for the Council to consider before forming a view on the proposals, including:-

1. The implications of the proposals for colleagues in adult social care;
2. The financial implications of the proposals as costs for placements would increase as children aged;
3. The need to maintain an accurate risk log to identify financial pressures in relation to spend in children and adult services.

NOTED the update

CS/13/81 **Q2 Revenue Budget Monitoring**

The Senior Finance Manager delivered a presentation and drew the attention of Members to the current forecast revenue outturn for Children's Services, which was £2.6m overspent. In addition the Deputy Chief Executive/Director of Children's Services reminded Members that they were made aware of the overspend in the quarter one report and at each quarterly review after that, much of which was due to the loss of Government grants.

In response to questions from Members the Deputy Chief Executive/Director of Children's Services advised the Committee as follows:-

- The directorate had considered several scenarios for the upward trajectory and pressure on the budget but it was difficult to profile fully as the Council were providing services in a different way without a great deal of background information, the increase in the numbers of children in care was a particular issue. The directorate currently invested 17% of its budget on prevention and early intervention but it would need to consider in the future if this amount was appropriate. The number of cases were now stabilising and signs were good.
- There were challenges in relation to the Troubled Families programme and determining whether this programme or the Pupil Referral Unit was

responsible for improvements in attendance. There were also challenges relating to the sharing of information across organisations.

NOTED the update

CS/13/82 **Q2 Capital Budget Monitoring**

The Senior Finance Manager delivered a presentation and drew the attention of Members to the current forecast capital outturn for Children's Services, which was £0.4m underspent.

NOTED the update.

CS/13/83 **Disability Review Programme: Support and Aspiration**

Cllr Dodwell delivered a presentation that updated Members on the progress of the Disability Review and Support and Aspiration including progress on recommendations, key changes to the Children and Families Bill and the project workstreams that were presently underway. Cllr Dodwell also produced photographs of some of the resources currently available in Central Bedfordshire. In addition to the presentation the Chairman and the Deputy Chief Executive/Director of Children's Services recorded their thanks to officers and Members for their support throughout the programme, which had resulted in greater stability for social workers. The Deputy Chief Executive/Director of Children's Services planned to seek opportunities to show-case the work that had been undertaken.

In light of the presentation and the further detail provided the Committee commented and discussed several issues in detail as follows:-

- The benefit of the hub in Biggleswade as a means of drawing disability teams together and the further benefit that would be provided by co-locating GP surgeries in these hubs. The Deputy Chief Executive/Director of Children's Services commented that co-location with GP surgeries was currently being considered.
- Attendance levels at meetings of the Special Needs Action Panel (SNAP), whereby the Assistant Director for School Improvement commented that the Council encouraged feedback on these meetings and that it tried to ensure meetings were held at accessible times.
- The access to services for residents who were not able to travel to Houghton Regis. The Assistant Director advised the Committee that the Council tried to ensure services were accessible and that in the future it would be considered how services could be provided in areas where there was a current gap in provision.
- The importance of organisations sharing necessary information. The Committee were informed that key workers would be identified to lead on information sharing, the Council was considering ways of supporting this in an appropriate manner.
- The legal basis on which planning and commissioning of services for disabled children and young people would be required under the Children and Families Bill. The Assistant Director commented that these requirements were not too dissimilar to current arrangements. The Deputy

Chief Executive/Director of Children's Services also commented that the current pathfinders had found the cost of implementing this requirement very high and as a result those pathfinders had recently been extended. The sufficiency of staff levels in the NHS had been a major issue with which the pathfinders had struggled. The issue of staff recruitment in the NHS had been raised with the Local Safeguarding Children Board.

- Whether the Council would be able to finance the services that it aspired to provide. The Committee were advised that Government were aware of the need to enhance funding for services, some of the funding came through the Dedicated Schools Grant but there were other sources of funding that were also available.
- Guidance documents for the NHS, which would be provided when the Children and Families Bill became an Act.

NOTED the presentation

CS/13/84

Responses to School Funding Consultation: Arrangements for 2014/15

The Assistant Director for School Improvement presented a report that set out the responses to a consultation on School Funding for 2014/15. In particular it was highlighted that the seminars for schools had not been well attended but the Council did all it could to encourage responses. Whilst many schools had not responded to the consultation they had advised the Council they both understood and were comfortable with the proposals. A considerable amount of consultation had been undertaken via the Schools Forum.

In response to a question the Assistant Director for School Improvement advised the Committee that the Government provided figures for the numbers of children receiving free school meals (FSM). In addition the Deputy Chief Executive/Director of Children's Services informed the Committee that the Department for Education (DfE) triangulated data to provide a very accurate picture of deprivation so whilst it was important that children received FSM the links to funding were not so important.

NOTED the responses to the school funding consultation for 2014/15.

CS/13/85

Accountability Framework for School Outcomes

The Assistant Director School Improvement delivered a presentation that informed the Committee of the Council's role in monitoring and evaluating performance data, the Council's powers of intervention in addition to the framework for inspection of local authority arrangements for supporting school improvement.

In light of the presentation the Committee discussed the following issues in detail:-

- The powers of the local authority in relation to free schools. The Assistant Director informed the Committee that a team had been appointed to support school improvement with academies and free schools.
- The capacity of academies to effect educational transformation. The Assistant Director commented that strong leadership was key in academies

achieving transformation and whilst there were issues regarding capacity each academy sponsor was scrutinised to determine their ability to lead transformation. In addition the Deputy Chief Executive/Director of Children's Services commented on the importance of working with those schools for whom the Council was responsible rather than focusing on those powers that were no longer relevant to the Council in relation to some schools.

- School inspections in Dunstable, which the Deputy Chief Executive/Director of Children's Services commented had not been triggered by the local authority, but may have resulted from changes in the flow of pupils due to age range changes.
- Payment for school support, which was dependent on individual circumstances and was considered on a case by case basis.
- Information relating to SAT results, which would be published on the Council's website and a link provided to the Committee in due course.

In addition to the discussion on the presentation Members requested that all future Committee meetings take place in the Council Chamber and that officers ensure the readability of papers in the future.

NOTED the presentation.

CS/13/86

Home to School Transport Policy

The Head of Children's Services Commissioning introduced a report that outlined proposed changes to the Home to School Transport Policy further to a previous report that had been considered by the Committee. The purpose of the changes were to enhance clarity and reflect entitlement criteria. Whilst there was no provision in the Policy for children over the age of 16 the Council did have a post-16 Transport Policy, which was not subject to any amendment as a consequence of changes to this Policy.

In light of the report and the further clarification provided at the meeting the Committee discussed the following issues in detail:-

- Some of the language in the draft Policy was not appropriate for a public document. The Committee accepted that some of the language was necessary for a policy document and noted that a plain-English guide would also be produced in consultation with parents/carers and partners.
- Whether it would be feasible to include a 'lay' member on the transport appeals panel. The Deputy Chief Executive/Director of Children's Services commented that it would be a challenge to include a lay person in light of the Council's responsibility for the Policy. However, the Deputy Chief Executive/Director of Children's Services agreed to consider how this principle might be addressed.
- The Policy used terms that described specific disabilities and referred to levels of disability (for example 'severe'), which may lead to confusion.
- The Policy referred to children walking between home and school and walking with 'reasonable safety', this needed to be cross-referenced with the section on safeguarding.

RECOMMENDED that the comments of the Committee as detailed in the Minutes be considered and provided to the Executive for their consideration of this item.

CS/13/87 **Consultation on Admissions Arrangements 2015/16**

The Deputy Chief Executive/Director of Children's Services introduced a report that sought comments on proposed admission arrangements for 2015/16. In light of the report a Member queried the reasoning for converting the lower catchment areas in Houghton Regis for Hawthorn Park, Houghton Regis, Tithe Farm and Thornhill to Primary school catchment areas. The Member did however support the proposed criterion to give priority to children in the nursery placed above the final criterion of straight line distance. It was queried whether the catchment areas in Houghton Regis could be reviewed again in the future. In response the Deputy Chief Executive/Director of Children's Services agreed to review the future catchment areas for Houghton Regis for future admissions years after 2015/16.

NOTED the report and request that the comments of the Committee in relation to Houghton Regis be taken into consideration for future admissions arrangements.

CS/13/88 **Q2 Public Health Revenue Budget Monitoring**

The Interim Senior Finance Manager (Public Health) outlined the projected full year outturn position for the Public Health revenue budget, which was presently on budget. The attention of the Committee was drawn to current potential risks and the difficulty of avoiding the spend of a strategic reserve.

In response to a question from a Member the Interim Senior Finance Manager commented that funds would not be diverted to Genito-Urinary Medicine (GUM) until it had been confirmed that additional funding to meet demand was necessary.

NOTED the presentation.

CS/13/89 **Q2 Performance Monitoring Report**

The Committee received the recent Executive report that detailed quarter two performance for the Children's Services directorate. The Committee commented on the importance of ensuring that co-opted Members also received hard copies of the agenda papers.

In response to a question from a Member the Deputy Chief Executive/Director of Children's Services agreed to review the number of children's safeguarding indicators that were included in the performance report and inform Members whether this number had diminished.

NOTED the report.

CS/13/90

Work Programme 2013 - 2014 & Executive Forward Plan

RECOMMENDED that the current work programme be approved.

(Note: The meeting commenced at 9.30 a.m. and concluded at 12.35 p.m.)

Chairman

Dated

Meeting: Children's Services Overview & Scrutiny Committee
Date: 21 January 2014
Subject: Draft Budget 2014/15, Medium Term Financial Plan 2014 – 2018 and Capital Programme 2014/15 to 2017/18
Report of: Cllr Maurice Jones, Deputy Leader and Executive Member for Corporate Resources
Summary: The report allows Members the opportunity to review the Council's draft Budget for 2014/15, Medium Term Financial Plan and Capital Programme, which was presented to Executive on 14 January 2014.

Advising Officer: Charles Warboys, Chief Finance Officer and Section 151 Officer
Contact Officer: Charles Warboys, Chief Finance Officer and Section 151 Officer
Public/Exempt: Public
Wards Affected: All
Function of: Executive

CORPORATE IMPLICATIONS

Council Priorities:

Please see Executive Report (circulated separately).

Financial:

1. Please see Executive Report (circulated separately).

Legal:

2. Please see Executive Report (circulated separately).

Risk Management:

3. Please see Executive Report (circulated separately).

Staffing (including Trades Unions):

4. Please see Executive Report (circulated separately).

Equalities/Human Rights:

5. Please see Executive Report (circulated separately).

Public Health

6. Please see Executive Report (circulated separately).

Community Safety:

7. Please see Executive Report (circulated separately).

Sustainability:

8. Please see Executive Report (circulated separately).

Procurement:

9. Please see Executive Report (circulated separately).

Overview and Scrutiny:

10. Please see Executive Report (circulated separately).

RECOMMENDATION(S):

The Committee is asked to:

1. **consider the Council's Draft Budget for 2014/15, Medium Term Financial Plan and Capital Programme 2014/15 to 2017/18; and**
2. **submit its comments, observations and recommendations in respect of the Executive's proposals with particular reference to the Children's Services proposals, to the meetings of the Executive on 4 February 2014.**

Executive Summary

Members are requested to bring along the following papers issued for the meeting of the Executive on 14 January 2014 to this Committee meeting:

1. Draft Budget 2014/15 and Medium Term Financial Plan 2014 – 2018 (Executive Item 08); and
2. Capital Programme 2014/15 to 2017/18 (Executive Item 09).

Appendices:

None

Background Papers (open to public inspection):

None

Meeting: Children's Services Overview and Scrutiny Committee
Date: 21 January 2014
Subject: Fees and Charges 2014/15
Report of: Cllr Maurice Jones, Deputy Leader and Executive Member for Corporate Services.
Summary: The report proposes the revised fees and charges rates to be effective from 1 April 2014 and identifies those charges where increases are significantly different from the 2% advisory increase as per the 2014/15 Budget Strategy.

Advising Officer: Charles Warboys, Chief Finance Officer
Contact Officer: Denis Galvin, Head of Financial Performance
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

Council Priorities:

1. The annual review and setting of the Council's Fees and Charges are integral to the Council's Budget Strategy and the legal requirement to deliver a balanced budget. The review ensures a rigorous, responsible and realistic approach is taken to determine the appropriateness and relevance of the Council's schedule of fees and charges. Setting a balanced budget ensures the Council allocates its resources to deliver the priorities. These are:
 - Enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.
 - Improved educational attainment
 - Promoting health and wellbeing, and protecting the vulnerable
 - Better infrastructure – improved roads, broadband reach and transport.
 - Great universal services – bins, leisure and libraries.
 - Value for money – freezing council tax.

Financial:

2. The financial implications are set out in the report.

Legal:

3. The Council has various powers to charge for aspects of the services it provides. The general rule is that when it is carrying out a statutory duty the Council can only make a charge where there is specific power to do so.

Section 93 of the Local government Act 2003 provides that when the Council is providing a discretionary service, it may charge for the service, provided the person receiving the service has agreed to its provision. Overall the income from such charges must not exceed the cost of the provision.

Risk Management:

4. Risks relating to service take-up and organisational reputation can be associated with increases to fees and charges that are perceived to be 'comparatively' high. The key risks are:
- Subject to the level of increase (and in view of the current financial climate), services might become unaffordable to some members of the community, which may impact take-up and therefore overall income levels. This may also impact on the Council's reputation.
 - Those paying fees and charges may perceive that a higher than expected increase on any given area will be used to cross-subsidise increased costs of other service areas and not to cover the direct cost of the service they receive. This again may present a reputational risk.
 - Services subject to significant increases in fees might attract unfavourable media attention, which again could result in reputational damage to the Council.

Staffing (including Trades Unions):

5. Not applicable.

Equalities/Human Rights:

6. Where appropriate, Equalities Impact Assessments will be carried out for proposals.

Community Safety:

7. Not applicable.

Sustainability:

8. Not applicable.

Procurement:

9. Not applicable.

RECOMMENDATION(S):

The Committee is asked to consider the report and Appendix 1 - schedule of proposed fees and charges and comment as necessary to the Executive.

Background

10. The Council's Charging Policy states that '*All fees and charges will be reviewed annually and adjusted as necessary in line with the Council's charging policy. The Chief Finance Officer will provide services with guidance each year as to the maximum inflation rate that may be applied.*'

11. It also states that '*All fees and charges should be reviewed on a more fundamental basis at least every 3 years, where it will be necessary to examine all the factors set out below in accordance with good practice guidance i.e. the CIPFA Practical Guide for Local Authorities on Income Generation (Fully revised 2008).*' This was undertaken in 2010/11 with the Revenue Income Optimisation Project where successful business cases were integrated into the fees and charges as agreed by Council in February 2011 and published thereafter. The next review is scheduled for autumn 2014.
12. In accordance with the policy, the Chief Finance Officer has advised that the minimum inflation rate to be applied in line with the Corporate Budget Strategy is 2% which is below the latest reported Retail Price Index.

General 2% increase

13. For the majority of services there will be a 2% increase for 2014/15.. There are instances where this is not practically possible and these are highlighted in the following paragraphs. The detail of the changes is set out in Appendix A.

14. Children's Services

Music Services

Children's Services are recommending to increase charges for music services by the recommended 2%. The service was redesigned in 2011 to be a front end cost neutral provision and hence only an inflation increase is recommended.

School Transport

It is recommended to hold these at 2013/14 prices.

Appendices:

Appendix A – Fees and Charges Schedule

Background papers and their location: (open to public inspection)

None

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Appendix A – Children’s Services Fees & Charges 2014/15

Directorate: Children’s Services	2013/14 Rate	2014/15 Rate
	£	£
Music Service VAT (n/a)		
Lesson Setting (Per Term)	Direct Debit	Direct Debit
Lower Schools		
Group	86.90	88.60
Individual	130.50	133.00
Middle, Upper and Community		
Group	86.90	88.60
Individual 20 mins	130.50	133.00
Middle and Upper		
Individual 30 mins	195.60	199.50
Individual 40 mins	260.80	266.00
Out of County and non-LEA schools		
Group	92.50 - 90.70 by DD	93.35 - 92.50 by DD
Individual 20 mins	144.20 - 141.40 by DD	147.00 - 144.30 by DD
Individual 30 mins	216.30 - 212.10 by DD	220.60 - 216.30 by DD
School Transport		
Concessions & Post 16 bus pass		
per term	149.80	149.80
half term	74.75	74.75
year	406.80	406.80
Replacement Bus Pass	tour operators charge plus a handling fee of £10	tour operators charge plus a handling fee of £10

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Meeting: Children's Services Overview & Scrutiny Committee
Date: 22 January 2014
Subject: Work Programme & Executive Forward Plan
Report of: Richard Carr, Chief Executive
Summary: The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

Contact Officer: Jonathon Partridge, Corporate Policy and Scrutiny Manager
Public/Exempt: Public
Wards Affected: All
Function of: Council

CORPORATE IMPLICATIONS

The work programme of the Children's Services Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities. Whilst there are no direct implications arising from this report the implications of proposals will be detailed in full in each report submitted to the Committee.

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 relevant items of 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.**

Overview and Scrutiny Work Programme

1. Appended is the currently drafted work programme for the Committee.
2. The Committee is now requested to consider the work programme attached and amend or add to it as necessary.

Overview and Scrutiny Task Forces

3. 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.

Executive Forward Plan

4. Listed below are those items relating specifically to this Committee’s terms of reference contained in the latest version of the Executive’s Forward Plan to ensure Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. The full Executive Forward plan can be viewed on the Council’s website at the link at the end of this report.

Ref	Issue	Indicative Exec Meeting date
1.	Home to School Transport Policy	04 February 2014
2.	Capital Programme - 2014/15 to 2017/18	04 February 2014
3.	Revenue Budget and Medium Term Financial Plan 2014/15 to 2017/18	04 February 2014
4.	Determination of Consultation Options for Dunstable Schools	18 March 2014
5.	Admission Arrangements and Co-ordinated Scheme 2014/15	18 March 2014
6.	Revenue and Capital Quarter 3 Budget Monitoring Reports	18 March 2014
7.	Quarter 3 Performance Report	18 March 2014

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. 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.

Appendix – Children’s Services Overview and Scrutiny Work Programme

Background reports:

Executive Forward Plan (can be viewed at any time on the Council’s website) at the following link:-

<http://www.centralbedfordshire.gov.uk/modgov/mgListPlans.aspx?RPId=577&RD=0>

Appendix A

Work Programme for Children's Services Overview & Scrutiny Committee 2013 - 2014

Ref	Indicative OSC Meeting Date	Report Title	Issue to be considered	Comment
1.	25 February 2014	Executive Member Update	To receive a brief verbal update from the Executive Member for Children's Services.	-
2.	25 February 2014	Impact of Domestic Abuse on children		This will be a single issue only OSC
3.	01 April 2014	Executive Member Update	To receive a brief verbal update from the Executive Member for Children's Services.	-
4.	01 April 2014	Quarter 3 Performance Monitoring	To consider performance monitoring information for the third quarter of 2013/14	Exec: 18 Mar '14
5.	01 April 2014	Quarter 3 Budget Monitoring	To consider the directorate's capital & revenue budget monitoring information for the third quarter of 2013/14	Exec: 18 Mar '14
6.	06 May 2014	Executive Member Update	To receive a brief verbal update from the Executive Member for Children's Services.	-
7.	17 June 2014	Executive Member Update	To receive a brief verbal update from the Executive Member for Children's Services.	-

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