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**Decision Maker:** Executive

**Date:** 14th January 2015

**Decision Type:** Non-Urgent Non-Executive Non-Key

**Title:** **MATTERS ARISING FROM PREVIOUS MEETINGS AND  
UPDATED TERMS OF REFERENCE FOR THE EXECUTIVE  
WORKING GROUP ON SPECIAL EDUCATIONAL NEEDS**

**Contact Officer:** Keith Pringle, Democratic Services Officer  
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**Chief Officer:** Director of Corporate Services

**Ward:** N/A

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1. Reason for report

1.1 **Appendix A** updates Members on matters arising from previous meetings.

1.2 **Appendix B** proposes updated Terms of Reference (ToR) for the Executive Working Group on Special Educational Needs. The updated ToR were agreed at the Working Group's meeting on 12<sup>th</sup> November 2014 and are presented for endorsement by the Executive.

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2. **RECOMMENDATION**

2.1 **The Executive is invited to:**

- a) consider progress on matters arising from previous meetings at Appendix A; and
- b) endorse updated Terms of Reference for the Executive Working Group on Special Educational Needs at Appendix B.

<b>Non-Applicable Sections:</b>	Policy/Financial/Legal/Personnel
Background Documents: (Access via Contact Officer)	Executive Minutes

### Corporate Policy

1. Policy Status: Existing Policy The Executive receives an update on matters arising from previous meetings at each meeting.
  2. BBB Priority: Excellent Council
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### Financial

1. Cost of proposal: No Cost
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £373,410
  5. Source of funding: 2014/15 Revenue Budget
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### Staff

1. Number of staff (current and additional): 10 posts (8.75fte)
  2. If from existing staff resources, number of staff hours: Monitoring the Executive's matters arising takes at most a few hours per meeting.
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### Legal

1. Legal Requirement: Non-Statutory - Government Guidance
  2. Call-in: Not Applicable
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### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for the benefit of Executive Members
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### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillors comments: N/A

<u>Minute Number/Title</u>	<u>Executive Decision/Request</u>	<u>Update</u>	<u>Action by</u>	<u>Completion Date</u>
10 <sup>th</sup> June 2014				
<b>11. Deprivation of Liberty Safeguards – Funding Request</b>	<p>The Executive Director, Education, Care and Health Services highlighted the significant increase in requests for Deprivation of Liberty Safeguards since the Supreme Court judgement. Court of Protection guidance was anticipated in the next few weeks and the Leader suggested further briefing for Members at a time when more information can be provided.</p> <p>Executive noted that:</p> <ul style="list-style-type: none"> <li>• further monies may be required to meet any additional demands arising from the judgement;</li> <li>• this would be clarified once further details of the judgement and its consequences become available and further mapping work has been carried out; and</li> <li>• these outcomes would be reported to a later meeting.</li> </ul>	<p>The implications of guidance since issued by the Court has been considered and officers are looking to provide an update report to Members in the new year.</p> <p>An increasing number of DOLS applications are continuing to be received and worked on.</p>	Executive Director of Education and Care Services	An update report will be provided to Members in the New Year.
<b>16/1 Award of Contract – Tenancy Support Services for Young People</b>	Longer term proposals to be reported back to Members.	Meetings have taken place with the existing provider and a project plan is drawn up. An update will be provided to the Executive meeting on 11 <sup>th</sup> February 2015.	Executive Director of Education and Care Services	Further report to be presented to Care Services PDS on 21st January 2015 and to Executive on 11 <sup>th</sup> February 2015.

<b>16th July 2014</b>				
<b>31. Update on the Process for Market Testing Education Services</b>	A further report detailing the outcome of the market testing of Education Services was to be provided to a future Executive meeting along with recommendations. The report would describe how quality of service and support for children will be monitored and enforced.	The OJEU notice for this tendering opportunity was issued in October 2014 and expressions of interest have been submitted. Shortlisting via the PQQ is expected to be completed by January 2015.	Executive Director of Education and Care Services	It is expected that the outcome of market testing will be reported to Members for decision in Autumn 2015.
<b>10<sup>th</sup> Sept 2014</b>				
<b>61. Gateway report - proposals for re-tendering the Churchill Theatre Management Contract</b>	Resolved that ....(2) a further report be brought to the Executive in May 2015 on the results of the tender process and evaluation, along with the results of the condition survey of the building currently being undertaken.	Further report to be provided two weeks prior to the Executive meeting.	Executive Director of Environment and Community Services	As per update opposite.
<b>15<sup>th</sup> October 2014</b>				
<b>78. Homelessness and Welfare Reform Draw-down from Central Contingency</b>	Within initiatives to reduce the rising budget pressures, consultation had started on proposed revisions to the allocations scheme, which it was hoped would lead to a reduction in numbers on the housing register to some 2,000. Following consultation, a further report would seek approval of the revisions.	Consultation had commenced and officers expect to be in a position to report back on the collated findings and final revision proposals by March 2015.	Executive Director of Environment and Community Services	Final proposals – March 2015, with implementation undertaken by the end of April 2015.
<b>79. Substance Misuse Services</b>	Resolved that .....(2) a policy review be undertaken to develop a revised approach to counter substance misuse in preparation for the procurement of a new contract effective from January 2016 and progress reports be brought back to the	Officers are looking to provide an update report to a future Executive meeting.	Executive Director of Environment and Community Services	Update report will be scheduled for a future Care Services PDS meeting.

	Executive after three and six months.			
<b>80. Adoption Grant Draw-down</b>	<p>The Portfolio Holder for Public Protection and Safety recommended funding for 2014/15 and a progress report to Members before considering the release of further funding for 2015/16. This approach was agreed.</p> <p>Resolved that .....(2) draw-down of £272,400 for 2015/16 be deferred, pending consideration of a progress report nearer to 2015/16.</p>	A progress report will be provided for the Executive meeting on 25 <sup>th</sup> March 2015 to consider the release of 2015/16 funding.	Executive Director of Environment and Community Services	As per update opposite.
<b>26<sup>th</sup> November 2014</b>				
<b>100. Council Tax Support/Reduction – 2015/16</b>	The Leader requested a further report on the implications of increasing the percentage of council tax that claimants had to pay themselves from 2016/17 onwards.	It was anticipated that the further report would be provided to the Executive meeting in June 2015.		Report expected to be provided to the Executive meeting in June 2015.

**EXECUTIVE MEMBER OFFICER WORKING GROUP  
FOR SPECIAL EDUCATIONAL NEEDS**

**Amended Terms of Reference – November 2014**

1. To monitor and review implementation of the strategic plan for SEN reforms and inclusion and keep the Council's Executive informed of progress.
2. To investigate "Invest to Save" opportunities and make recommendations to the Executive Director of Education, Care and Health Services, the Portfolio Holder for Education and the Council's Executive, as appropriate, to progress those opportunities likely to benefit the service and contain costs.
3. To be accountable to the Council's Executive in accordance with the Council's scheme of responsibility for the exercise of Executive functions.
4. To meet on a termly basis and carry out work as needed, with any additional resource implications of undertaking this work which cannot be contained within existing Portfolio resources being referred back to the Council's Executive as necessary and appropriate.
5. To submit reports as and when needed to the Council's Executive and the Education and Care Services PDS Committees, and to provide an annual report to the Council's Executive at the end of each municipal year.