

CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES

**Venue: Town Hall,
Moorgate Street,
Rotherham.**

**Date: Tuesday, 21 September
2004**

Time: 9.00 a.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Minutes of Previous Meeting held on 7th September, 2004 (copy herewith) (Pages 1 - 3)
- to receive minutes
4. Minutes of a meeting of the Leisure/Joint Service Centre Project Board held on 25th August, 2004 (copy herewith). (Pages 4 - 5)
- to receive minutes
5. Minutes of a Meeting of the LEA Governors Appointment Panel held on 27th July, 2004 (copy herewith). (Page 6)
- to receive minutes
6. Budget Monitoring Report as at July, 2004 (Pete Hudson, Strategic Finance Officer) (report herewith) (Pages 7 - 8)
- to note the forecast balanced outturn for 2004/05
7. Performance Indicators - ECALS 2004/05 - 1st Quarter Report (Rebecca Lunghi, Principal Officer, Performance Management) (report herewith). (Pages 9 - 17)
- to note performance at the end of the 1st quarter 2004/05
8. Best Value Review Lifelong Learning (Peter Dickson, Team Leader) (report herewith) (Pages 18 - 32)
- to note the contents of the Lifelong Learning Best Value Action and Improvement Plan
9. Nominations - (a) South Yorkshire Joint Advisory Committee on Archives (b) South Yorkshire Archaeology Committee

**CABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES
TUESDAY, 7TH SEPTEMBER, 2004**

Present:- Councillor Boyes (in the Chair); Councillors Austen, Littleboy and Rushforth.

53. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 24th August, 2004 were agreed as a correct record.

54. ROTHERHAM LEARNING GRID

Jason Ollivent, Head of Information Systems, gave a verbal report on the current situation with regard to the installation of the Rotherham Learning Grid and associated work.

The following issues were reported on:-

- Server Farm build
- Network/City Learning Centre
- On site help/assistance
- Service Design
- Presentations to Schools
- CENT at Magna – Links to Grid
- Purchase of Espresso content licences – 69 Primary Schools committed
- Broadband - 5 of the Primary Schools connected as at 2/9/04
- Branding

In terms of the timescale, work was twelve months ahead of expected Government targets for Broadband connectivity in schools.

Work was progressing largely to schedule and within budget.

Resolved:- (1) That the verbal report be noted.

(2) That a suitable press release be given at an appropriate stage of the work regarding the achievements being made on an improved IT provision for pupils as a learning aid, and on the achievement of Government targets.

55. LEA GOVERNOR APPOINTMENTS

Pursuant to Minute No. C50 of January 2000, consideration was given to a nomination received to fill an LEA vacancy on a school governing body.

Resolved:- That, with the effective date of appointment, the following appointment be made to the following school governing body:-

Thrybergh Fullerton Primary School Councillor A. Lakin
7/9/04

56. RBT LIAISON GROUP - NOMINATION

Consideration was given to a request for the need to nominate a representative from the Education, Culture and Leisure Services Programme Area on to the above Liaison Group.

A draft Terms of Reference was provided.

Resolved:- (1) That the Cabinet Member be nominated to serve on the above Group.

(2) That the nomination be re-considered after next year's Annual Council meeting.

57. UPDATE TO SCHOOL ORGANISATION PLAN 2003/04 - 2007/08

Consideration was given to a report of the Principal Officer, Forward Planning Resources and Information which outlined the need to update the above School Organisation Plan.

The Education (School Organisation Plans) (England) (Amendment) Regulations 2003, which came into force on 1st June 2003, changed the requirement to publish a plan on an annual basis. The next plan should now be produced in 2006 (i.e. on a 3 yearly cycle), although there will be a move towards a Single Education Plan which will probably subsume the SOP. In the interim, the LEA has produced an update of some of the demographic and statistical information contained in the current SOP based on the actual rather than the estimated figures for 2003/04. Other changes, particularly relating to SEN provision, are also outlined. The relevant information includes references to sections/pages in the current SOP.

Details of specific points raised in the report were outlined.

Resolved:- That the report and update, as submitted, be received and forwarded to the School Organisation Committee for information and discussion prior to publication.

(The Cabinet Member approved consideration of the following issue to enable any

**3BCABINET MEMBER FOR EDUCATION, CULTURE AND LEISURE SERVICES -
07/09/04**

necessary action to be taken without delay).

**58. FINAL REVIEW AND EVALUATION OF THE LEA OFSTED
INSPECTION ACTION PLAN (REVISED FOR 2004/05)**

Consideration was given to a report of the Strategic Leader School Improvement regarding the final review and evaluation of the progress against the recommendations contained in the Osted report (October 2001).

The first Ofsted Action Plan was submitted at the end of January 2002.

The Action Plan was re-written for January 2004 as a number of the original targets and proposed actions had either not been achieved or were no longer valid due to the changing education agenda.

Of the original eleven recommendations six (4, 6, 7, 9, 10 and 11) action plans and associated targets have been fully achieved. The remaining five recommendations have seventeen associated activities. Of these all targets have been achieved for ten of them. The remaining activities (1d, 2a, 2f, 2h, 3a, 5a and 8b) have seventeen targets that have not been achieved.

It is proposed that any outstanding actions and targets will now be referred back to the appropriate head of service for inclusion in the Service Business Plan.

Resolved:- (1) That the report be received.

(2) That the report be referred to Cabinet and Lifelong Learning Opportunities Scrutiny Panel for information.

(3) That a full copy of the Ofsted Action Plan Review: January-June 2004 be placed in the Members' library and on the Council website.

(4) That uncompleted activities be referred back to the head of the appropriate service, for inclusion in the service business plan as a matter of importance.

(5) That an update report on uncompleted actions be submitted to a future meeting of Cabinet Member, Education, Culture and Leisure Services.

RMBC LEISURE / JOINT SERVICE CENTRE PROJECT BOARD
Wednesday, 25th August, 2004

Present:-

Councillor Georgina Boyes	Cabinet Member, Education, Culture and Leisure Services (in the Chair)
Tony Preston	Business Development Manager, Culture, Leisure and Lifelong Learning
Graham Sinclair	Acting Strategic Leader, Resources and Information, Education, Culture and Leisure Services
Jon Baggaley	Strategic Resources Team (Financial)
Adam Wilkinson	Executive Director, Economic and Development Services
Peter Ross	Consultant
Derrick Connolly	Capital Project Development Manager, Culture, Leisure and Lifelong Learning
Kevin Gallacher	Primary Care Trust

Apologies for absence:-

Andrew Bedford	Acting Executive Director, Education, Culture and Leisure Services
Phil Rogers	Strategic Leader, Culture, Leisure and Lifelong Learning
Kath Atkinson	Director for Strategic Planning and Development, Primary Care Trust
Councillor G. Smith	Cabinet Member, Economic and Development Services

32/04. Minutes of Previous Meeting

The minutes of the previous meeting of this Project Board, held on 9th July, 2004, were agreed as a correct record.

33/04. PFI Project – Programme Update

Three bidders had expressed an interest as a result of adverts being placed in the European Journal. However, as one bidder had been unable to fulfil parts of the Consortium on the leisure facility, only two bids were being pursued. Advice from the main 4ps Officer had confirmed that two active bids is a good result given the limited market.

One of the remaining two bidders has requested more time to finalise their consortium following a request for additional information from RMBC. The Project Team is to meet the first bidder on the 13th September, 2004. Work was progressing in order to clear up issues.

Discussion took place on the options available in the event of there remaining only one suitable bid.

34/04. Progress Update

Due to slippage on the evaluation process, work was approximately three weeks behind schedule. At the present time it was felt the project start time can be achieved.

However, in the event of issues becoming more complex, further time could be lost with a possible two and a half months delay on project start.

35/04. Invitation to Negotiate

It was planned to send out the ITN during October, 2004.

All partners were presently examining the draft prior to final print.

Several key issues had been discussed some of which concerned matters of policy, for example phasing. These factors will be highlighted for consideration in order for recommendations to be made.

This work was being carried out in parallel with compilation of the complete documents.

36/04. Programme Update

The legal partner (Bevan Ashford) was now fully integrated in the discussion and wider framework within the project team.

Price Waterhouse Cooper had since been selected as Financial Adviser who was also fully involved in the team.

37/04. Planning Issues

Of the sites concerned – outline planning permission was due to be approved for Maltby, Aston and Herringthorpe. The latter two would be subject to call in from the Government Office.

At Wath the planning authority has requested a transport assessment. This work is currently under way, with the results expected by mid-October. The planning application will then be considered by the Planning Board in the light of this assessment. Approval for St. Ann's has been granted some time ago.

Discussion took place on the siting of the pool at Aston.

Formal thanks were recorded for the cooperation from Economic and Development Services.

38/04. Any Other Business

The Executive Director, Economic and Development Services gave an update regarding the workshop to be held on 6th September in order to finalise arrangements on the integration of the one stop shop arrangement of the Maltby JSC.

Several factors had yet to be determined with regard to opening hours, staffing of the Service Centre and community use. Liaison was taking place with the relevant Programme Areas and PCT.

39/04. Date of Next Meeting

The next meeting of the Project Board would take place at the Town Hall, Moorgate Street, Rotherham, on Wednesday, 22nd September, 2004, commencing at 9.00 a.m.

LEA GOVERNORS APPOINTMENT PANEL
27th July 2004

Present:- Councillor Boyes (in the Chair); and Councillors Austen and Littleboy.

An apology for absence was received from Councillor Austen.

Pursuant to Minute No. C50 of January 2000, consideration was given to nominations received to fill LEA vacancies on school governing bodies.

Resolved:- (1) That, with the effective date of appointment, the following appointment be made to school governing bodies:-

Rawmarsh Ryecroft Infant	Cr R Stone	27/7/04
Woodsetts J&I	Mr N Foulds	27/7/04
Wath Victoria J&I	Mrs C Bennington	1/9/04
Wath Victoria J&I	Cr A Atkin	1/9/04
Aston Comprehensive	Cr J Swift	1/9/04
Clifton Comprehensive	Mr N A Chaudhary	1/9/04
Winterhill School	Cr A Senior	1/9/04
Winterhill School	Mr J Foden	1/9/04
Thrybergh Comprehensive	Cr P Lakin	5/9/04
Thrybergh Comprehensive	Cr D Pickering	5/9/04

All the above appointments are subject to a satisfactory check being undertaken.

(2) That all governing bodies be informed of the criteria used by this Panel when considering the re-appointment of LEA governors, and that appointments will not be made if insufficient information concerning individual governors' attendances is not available.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisors
2.	Date:	21st September 2004
3.	Title:	Budget Monitoring Report as at July 2004 (All wards)
4.	Programme Area:	Education, Culture and Leisure Services

5. **Summary:** This is the second Budget Monitoring Report for the Programme Area in 2004/05 with a current forecast to spend to budget for the financial year, however, there are potential underlying pressures currently under investigation.

6. **Recommendations:**

Members are asked to note the forecast balanced outturn for 2004/05 based on actual costs to 31st July and forecast costs to the end of March 2005, and further note the potential underlying pressures which are currently being investigated regarding transport costs and Schools HR buy-back income under the Strategic Contract with RBT.

7. **Proposals and Details:** This is the second routine Education, Culture and Leisure Services Budget Monitoring Report for 2004/05. The report forecasts an outturn equal to budget and highlights potential underlying pressures which are currently being investigated. The forecast outturn shows no change from the June report.

8. **Finance:** The current forecast as at 31st July 2004 is for the Programme Area to spend to budget.

9. **Risks and Uncertainties:** Underlying risks presently identified and under evaluation are:
 - Education Transport – Revised contracts exceeding the level of budgeted inflation were implemented from April 2004. Work to quantify the impact of this and the savings to be achieved through revised modes of operation and tighter implementation of policy is ongoing.

 - Human Resources (Schools Traded Service) – Negotiations are ongoing with RBT regarding the treatment of income from Schools under the Strategic Contract. The outcome of these negotiations will determine the future reporting of this potential pressure.

10. **Policy and Performance Agenda Implications:** The forecast outturn as at 31st July 2004 is in line with the Programme Area and Corporate financial plan for 2004/05.

11. **Background Papers and Consultation:** This report has been discussed with the Acting Executive Director of Education, Culture and Leisure Services and the Head of Corporate Finance.

Contact Name: Pete Hudson, Strategic Finance Officer, Ext. 2550,
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ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisers, Education, Culture and Leisure Services
2.	Date:	14th September 2004
3.	Title:	Performance Indicators ECALS 2004/05 Performance Indicator 1st Quarter Report [Wards affected – All]
4.	Programme Area:	Education, Culture and Leisure Services

5. Summary

The report outlines performance at the end of the 1st quarter 2004/05 against targets with comparisons against 2003/04 actuals and 2002/03 All England top quartile authorities.

6. Recommendations

- That the Performance Report be received

7. Proposals and Details

Twenty-five ECALS Performance Indicators are reported quarterly.

In the first quarter it has been possible to project the year-end outturn performance of 20 indicators, which are then broken down into 28 component parts, [e.g. a, b, c].

Members' attention is drawn to the "Risk" column, representing the probability of these components not meeting their 2004/05 published target.

Where risk is highlighted as "High" action plans to address performance are in place and an update will be reported to Members within the 2nd quarter report.

Summaries of the risk assessments are shown below;

Low Risk	60.7%	17 components
No.3	% half days missed to absence – Secondary	BVPI 45
No.4	% half days missed to absence – Primary	BVPI 46
No. 6	% excluded pupils supplied with alternative tuition	BVPI 159 a,b,c,d
No.7	Average number of hours alternative tuition	SLTPI 12
No.10	Truancy patrols	SLTPI 1
No.11	Referrals to non- attendance panel	SLTPI 2
[Low Risk continued]		
No.12	Meetings of pupil Discipline Committee attended	SLTPI 4
No.13	Contact by Exclusions Officer	SLTPI 5
No.15	Take up of free school meals	SLTPI 16
No.18	Number of swims	SLTPI 6a
No.20	Playgrounds conforming to national standards	SLTPI 9 a, b, c
No.21	Number of playgrounds provided	IDEA 37
Medium Risk	28.6%	8 components
No.1	SEN statements issued	BVPI 43 a, b
No.5	Schools with special measures	BVPI 48
No.14	% of pupils with statements of SEN	SLTPI 15
No.17	Museum usage	BVPI 170 a, b, c
No.19	No of books issued	SLTPI 8
High Risk	10.7%	3 components
No.2	Permanent exclusions	BVPI 44
No.8	% of schools with Serious Weakness	SLTPI 14
No.16	Visits to libraries	BVPI 117

In addition, Members' attention is also drawn to the following developments and emerging issues:

- No. 1 – SEN statements issued [BVPI 43]
Continued improvements in both component parts. It is anticipated that that this upward trend will continue, however the service will be facing resource issues later in the year.

- No. 2 - Permanent exclusions [BVPI 44]
There has been an increase in permanent exclusions by Secondary schools.
- No. 8 - % of Schools with Serious Weakness [SLTPI 14]
Two primary schools and one secondary school have been designated with serious weakness. It is envisaged the secondary school will be removed by 31st August 2004.
- No. 15 – Take up of Free School Meals [SLTPI 16]
Take up of free school meals will be increasing, as take up in the 1st qtr is traditionally lower than the rest of the year.
- No. 16 – Visits to libraries [BVPI 117]
Visits to Libraries increasing, usage trend is upwards and action plan in place to develop initiatives identified.
- No. 17 – Museum Usage [BVPI 170]
The re-opening of Clifton Park Museum has been delayed 1-2 months and consequently this will affect visitor numbers. Targets will need to be reviewed in 2nd quarter.
- No. 18 – Number of Swims [SLTPI 6a]
There is a programme in place to review and increase participation around number of swims.

8. Finance

There are no financial implications to this report. The relevant Service Leader and Budget Holder will address financial implications of the Action Plans. Members will be consulted where appropriate.

9. Risks and Uncertainties

In line with Corporate guidance all our performance indicators have a category of risk applied to them. The categories are High, Medium and Low reflecting the corporate traffic light system of Red, Amber and Green.

Risk is assessed by PI managers' projection of year-end performance, taking into account of any known internal or external influences, and comparing against published 2004/05 targets.

Action plans are in place to address performance where risk is High. These plans are progressed within teams and updates of progress will be presented to Members at the end of the second quarter.

10. Policy and Performance Agenda Implications

The report is structured around the Council's political priorities and performance indicators are shown in the relevant priority section, reflecting the Best Value Performance Plan.

A number of Performance Indicator's support and have an influence on inspections including OFSTED and the Comprehensive Performance Assessment. Members can

identify these indicators through the 'Links' column where coding references the appropriate alignments.

11. Background Papers and Consultation

- 2003/04 Education Culture & Leisure Performance Indicator Outturn Report
- ECALS Consolidated Action Plans 2004/05
- Best Value Performance Plan 2004/05

Contact Name :

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2004/05 Performance Indicator 1st Quarter Report

No.	Definition	Ref.	Links	02/03 Top Quartile		03/04 Actual		1 st Qtr		2 nd Qtr		3 rd Qtr		4 th Qtr		Year End Proj.	04/05 Target	On Target	Risk H/M/L	Action Plan	Comments
				FIXED	CULM.	FIXED	CULM.	FIXED	CULM.	FIXED	CULM.	FIXED	CULM.								
Investing in People																					
1	% SEN statements in 18 weeks excluding exceptions	BVPI 43	CPA RPI LPSA KPI	99%	82.3%	100%	100%									90%	✓	M	✓	Continued improvements in both parts of this target have resulted in a performance that has exceeded expectations. It is hoped that the current performance will continue, however, the service will face staffing challenges later in the year which may impact the target.	
a	including exceptions [Manium Haque]			80%	58.3%	61.5%	61.5%									50%	✓	M	✓		
2	Permanent Exclusions per 1000 pupils	BVPI 44	CPA KPI RPI	0.9	0.97	2.2	2.2									1.3	X	H	✓	Increase in exclusions from secondary schools, plans for targets to be set and action plan to address to be implemented.	
	[Catherine Ratcliffe]																				
3	% 1/2 days missed to absence – secondary	BVPI 45	CPA KPI	8.00%	8.7%	8.4%	8.4%									8.4%	✓	L	X		
	[Catherine Ratcliffe]																				
4	% 1/2 days missed to absence – primary	BVPI 46	CPA KPI	5.50%	6.2%	6.1%	6.1%									6.1%	✓	L	X		
	[Catherine Ratcliffe]																				
5	% schools with special measures	BVPI 48	CPA KPI	0%	0%	0.7%	0.7%									0.7%	X	M	✓	1Secondary School Both School and LEA have produced Post OfSTED Action Plans	
	[Steve Waich]																				
6	% permanently excluded pupils provided with less than 6hrs tuition	BVPI 159	CPA KPI	2%	0%	0%	0%									Not available see comment	✓	L	X	Unable to provide accurate predictions for the end of year from the first quarter figures.	
a	6 to 12hrs tuition			3%	1%	6%	6%										✓	L	X		
b	13-19 hrs tuition			7%	11%	4%	4%										✓	L	X		
c	20hrs or more tuition			75%	88%	90%	90%										✓	L	X		
	[Ann Clegg]																				
7	Weekly average No. of hrs alternative tuition provided	SLTPI 12		N/A	24.4	24.8	24.8									22.5	✓	L	X		
	[Ann Clegg]																				

*Top Quartile relates to All England performance.
Codes for Links: CPA – Comprehensive Performance Assessment, LSPA – Local Public Service Agreement, RPI – Rotherham Priority Indicator, KPI – Key Performance Indicator

ECALS - 2004/05 Performance Indicator 1st Quarter Report

No.	Definition	Ref.	Links	02/03 Top Quartile	03/04 Actual	1 st Qtr		2 nd Qtr		3 rd Qtr		4 th Qtr		Year End Proj.	04/05 Target	On Target	Risk H/M/L	Action Plan	Comments
						FIXED	CULM.	FIXED	CULM.	FIXED	CULM.	FIXED	CULM.						
8	% of schools with Serious Weakness [Steve Waich]	SLTPI 14		N/A	1.4%	2.1%	2.1%						1.4%	0.7%	X	H	✓	2 Primary Schools, 1 Secondary Both LEA and School have produced Post OfSTED Actiojn Plans. Secondary School removed by 31/08/04	
9	No. of childcare places created by a Childcare places b Out of school places c Children Centre Places [Sue Walker]	SLTPI 22		N/A	N/A	79	79							To be set				New Local Performance Indicator for 2004/05. Annual targets to be identified before 2 nd Quarter.	
A Place which cares																			
10	No. of Truancy Patrols [Catherine Ratcliffe]	SLTPI 1		N/A	52	46	46						46	32	✓	L	X	Government advises on additional patrol dates. Targets reflect LEA patrols.	
11	No. of referrals to non-school attendance panel [Catherine Ratcliffe]	SLTPI 2		N/A	144	194	194						194	102	✓	L	X		
12	% of meetings of the Pupil Discipline Committee attended by the Director's representative for permanently excluded pupils [Catherine Ratcliffe]	SLTPI 4		N/A	100%	100%	100%						100%	100%	✓	L	X		
13	% of contacts made by the Exclusions Officer to parents in the cases of permanent exclusions [Catherine Ratcliffe]	SLTPI 5		N/A	100%	100%	100%						100%	98%	✓	L	X		

*Top Quartile relates to All England performance.
Codes for Links: CPA – Comprehensive Performance Assessment, LSPA – Local Public Service Agreement, RPI – Rotherham Priority Indicator, KPI – Key Performance Indicator

ECALS - 2004/05 Performance Indicator 1st Quarter Report

No.	Definition	Ref.	Links	02/03 Top Quartile	03/04 Actual	1 st Qtr		2 nd Qtr		3 rd Qtr		4 th Qtr		Year End Proj.	04/05 Target	On Target	Risk H/M/L	Action Plan	Comments
						FIXED	CULM.	FIXED	CULM.	FIXED	CULM.	FIXED	CULM.						
14	Pupils with statements of Special Educational Needs as a percentage of all children	SLTPI 15	KPI	N/A	3.09%	3.05%	N/A							2.60%	2.60%	✓	M	✓	Although only a small reduction in percentage has been shown in this quarter, over 40 Statements have been ceased and only 9 new statements produced since April 04. The biggest reduction is anticipated in the next quarter due to pupils leaving education this academic year. Anticipated that target will be met.
15	[Mariam Haque] Take up of free school meals by those eligible [Ron Parry]	SLTPI 16	KPI	N/A	72.05%	65.06% [est.]	65.06% [est.]							73%	73%	✓	L	X	Estimated figures used. Overall total will increase when actual figures are complete. Traditionally poor period – 2003/2004 67%
A Place for enjoyment																			
16	No. of physical visits per 1,000 population to public library premises.	BVPI 117	CPA KPI	6,295	4966	1040	1040							5,000	6,000	X	H	✓	Year end projection based on 1 st quarter figures Target figure is based on public library standard now acknowledged by DCMS as being set too high. Usage trend is upwards & action plan identifies further initiatives to increase usage Clifton Park Museum closed for refurbishment. Opening delayed so targets now unachievable as based on longer opening period. Targets to be reviewed 2 nd Qtr.
17	a No. of visits to museums per 1,000 population	BVPI 170	CPA a)KPI	744	257	65	65							260	420	X	M	X	
	b No. of those visits that were in person per 1,000 population			522	232	59	59							236	400	X	M	X	
	c No. of pupils visiting museums & galleries in organised school groups			N/A	261	0	0							261	2500	X	M	X	
18	[G. Kilminster] The No. of swims and other visits per 1,000 population	SLTPI 6a			3293	803	803							3300	3300	✓	L	✓	Improvement programme being implemented to review programming to increase participation
19	[Mark Humpreys] No. of books and other items issued by the Authority's Libraries per head of population	SLTPI 8		N/A	4.9	1.2	1.2							4.8	6.5	X	M	✓	Year end projection based on 1 st quarter figures. Action plan identifies further initiatives to increase book issues.

*Top Quartile relates to All England performance.

Codes for Links: CPA – Comprehensive Performance Assessment, LSPA – Local Public Service Agreement, RPI – Rotherham Priority Indicator, KPI – Key Performance Indicator

ECALS - 2004/05 Performance Indicator 1st Quarter Report

No.	Definition	Ref.	Links	02/03 Top Quartile	03/04 Actual	1 st Qtr		2 nd Qtr		3 rd Qtr		4 th Qtr		Year End Proj.	04/05 Target	On Target	Risk H/M/L	Action Plan	Comments
						FIXED	CULM.	FIXED	CULM.	FIXED	CULM.	FIXED	CULM.						
20	% of playgrounds which conform to national standards for local; unequipped play areas	SLTPI 9		N/A	62.50%	12.66%	12.66%							12.82%	✓	L	X		
a	equipped play areas			N/A	23.08%	16.46%	16.46%							19.23%	✓	L	X		
20c	Larger neighbourhood equipped play areas	SLTPI 9		N/A	40.00%	5.06%	5.06%							8.97%	✓	L	X		
	[Peter Cunningham]																		
21	No. of playgrounds and play areas provided by the Council per 1,000 children under 12	IDEA 37		N/A	1.98	1.90	1.90							1.98	✓	L	X		
	[Peter Cunningham]																		

Quality Service Provider

22	Waiting times for people:	Corp 1												95%	✓				Calculated by random sample.
a	With appointments					90%	91%							95%	✓				Reception Service provided by RBT.
b	Without appointments					90%	91%							95%	✓				Reception Service provided by RBT.
	[Kirsty Booth]																		
23	Replies to letters from members of the public within 10 working days	Corp 2				N/A [please see comment]	N/A [please see comment]							100%					Calculated by random sample. No letters from members of the public received in the sample week chosen by Corporate, [week commencing 15 th March].
	[Kirsty Booth]																		
24	Ave. no of working days lost to staff absence per employee.	Corp 3				1.58	1.58							To be set					New to ECALS quarterly monitoring. Targets to be set for second quarter.
	[Sarah Holden]																		
25	No. of complaints by:	Corp 4												To be set					New to ECALS quarterly monitoring. Targets to be set for second quarter.
a)	Actions of staff				12	0	0												
b)	Quality of service				9	5	5												
c)	Lack of service				58	5	5												
d)	Delay in service				2	1	1												
e)	Cost of service				3	0	0												
f)	Lack of information				0	1	1												
g)	Other				17	3	3												
	[Gill Walker]																		

*Top Quartile relates to All England performance.

The following Performance Indicators are reported annually.

Investing in People	
BVPI 34	% of primary schools with 25% places unfilled
BVPI 38	5 or more GCSEs A*-C inc. English & maths
BVPI 39	5 or more GCSE's A*-G inc. English and Maths
BVPI 40	Level 4 in Key stage 2 – Maths
BVPI 41	Level 4 in Key stage 2 – English
BVPI 192a	Average days access to relevant training per practitioner delivering foundation stage education
BVPI 192b	Average No. of QTS teachers per 10 non-maintained settings
BVPI 181	14 year olds achieving level 5 Key Stage 3
BVPI 194	% of pupils in schools maintained by the LEA achieving level 5 or above in key stage 2
SLTPI 10	Adults (19+) engaging in learning activities
SLTPI 13	Participation rates of 16-18 year olds in education, training and employment
SLTPI 18	% of 3yr olds receiving a good quality, free, early years education - of those 3yr olds whose parents wish them to access a place
SLTPI 20	Average points score for KS1
SLTPI 22	No. of childcare places available per 1,000 population of children under 5 not in early education
Places which cares	
SLTPI 3	The % of pupils in excess of school capacity in Secondary Schools
IDEA 24	% school pupils who received drugs education during the year
IDEA 80	% of schools that have a drug education programme
A Place for Enjoyment	
SLTPI 21	The adoption by the authority of a local culture strategy [Ex BVPI 114]
BVPI 118	% of library user satisfaction [Triennial Survey]
BVPI 119	% of residents satisfied with the Local Authority Cultural services [Triennial Survey]
IDEA 36	% area of the Authority's parks and open spaces which are accredited with a Green Flag Award.
IDEA 38	No. of sports pitches available to the public per 1,000 population
IDEA 39	Area of parks and green spaces per 1,000 head of population
IDEA 94	Area of Local Nature Reserve per 1,000 head of population
Quality Service Provider	
BVPI 33	Net Youth service expend per head age 13-19]
BVPI 193a	Schools' budget as a % of the funding assessment
193b	Increase on previous year schools' budget as a % of the increase in the schools' funding assessment
SLTPI 6b	Swimming Pools and sports centres - The net cost per swim/visit
SLTPI 7	The net cost per museum visit/use
SLTPI 17	Expenditure per pupil in LEA schools
SLTPI 19	Cost of Physical visit to public libraries
IDEA 40	Total net spending per head of population on parks and open spaces

*Top Quartile relates to All England performance.
Codes for Links: CPA – Comprehensive Performance Assessment, LSQA – Local Public Service Agreement, RPI – Rotherham Priority Indicator, KPI – Key Performance Indicator

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Cabinet Member and Advisers Education, Culture and Leisure Services
2.	Date:	21st September 2004
3.	Title:	Best Value Review Lifelong Learning All Wards
4.	Programme Area:	Education, Culture and Leisure Services

5. Summary: Attached is the first termly monitoring report of the Action and Improvement Plan arising from the recommendations which have come out of the Best Value Review of Lifelong Learning completed in June 2004 which sets out the Council's lifelong learning objectives, incorporating key outcomes that have been identified as being essential to achieving the aims as set out in the Best Value Review Report.

6. Recommendations:

- 1. That the contents of the Lifelong Learning Best Value Action and Improvement Plan and the measures undertaken to monitor its recommendations be noted.**
- 2. That this and future monitoring reports be presented to the Lifelong Learning Opportunities Scrutiny Panel.**

7. **Proposals and Details:** The Report identifies areas for improvement and development within the age profiles into which the Review was divided:

0-4

4-14

14-19

16-24

Adults

50+

Cross-Cutting: All Phases

The Review recognises the benefits to the Borough of a commitment to the development of a range of activities and initiatives that support lifelong learning. The Report makes recommendations within these age profiles that seek to bring about further improvements to the way in which these activities and initiatives are planned, organised and delivered and these are highlighted in the Action and Improvement Plan.

8. **Finance:** The Review has been concerned to highlight the extent to which the Council's current and future planned activities and initiatives will further contribute to the achievement of Best Value in the development and extension of lifelong learning opportunities, rather than identify significant financial savings. Suggested improvements concentrate on more efficient, more effective and customer-focused service delivery, with the aim of raising levels of school and service performance and levels of learners' achievement and attainment. Those recommendations that do have cost implications are likely to be contained within base budgets. The Council has embarked upon a review of Children and Young People's Services under the Executive Director, Children and Young People's Services Development. This in itself will result in budgetary changes but these should be contained within existing base budgets for education and social services and the new aligned budget for Children and Young People's Services.
9. **Risks and Uncertainties:** The Report highlights those areas that would benefit from more effective support and planning and draws attention to many activities and initiatives that are well advanced such as the establishment of Children's Centres, the development of Children and Young People's Services and the Extended Schools agenda. In most instances, these activities support several corporate objectives. The Review recommendations are designed to be both robust and prepare the Council well for future inspection.

- 10. Policy and Performance Agenda Implications:** Creating and supporting lifelong learning as a means to secure sustainable employment and progression and improved quality of life are fundamental to the Council's Community Strategy. Rotherham's Corporate Plan has as its first Corporate Priority a commitment to 'Investing in People'. The Council has stated a commitment to promoting the fullest and highest possible educational achievement for all its citizens to create skills for life and skills for work. This provides support to the Community Strategy through activities to increase the educational attainment of children from early years and the foundation stage through Key Stage 1 and 2, with a focus on Key Stages 3 and 4. The Review's recommendations as expressed in the Action and Improvement Plan will allow the Council to target further improvements to support this priority whilst recognising the important role played by and links with partnership organisations in the Local Strategic Partnership to deliver lifelong learning through the Neighbourhood Renewal Strategy.
- 11. Background Papers and Consultation:** Lifelong Learning Best Value Review Report and Action and Improvement Plan.

Contact Name: Peter Dickson, Team Leader Best Value Review Lifelong Learning, Resources and Information. Ext. 2620.

**Best Value Review
Lifelong Learning
Action and Improvement Plan 2004-5**

Progress Monitoring Report 1 to September 2004

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
0-4	Involvement of non-maintained sector in childcare provision on site where possible	Build upon existing practice including diversity in voluntary sector	Establish planning groups to consider other sector involvement	Sue Walker Mary Smith	Apr-04	Planning groups for Children's centres to include representation from the non-maintained sector	Early Years and Childcare Development Partnership Children and Young People's Services Board and Executive	Planning groups established
0-4	Develop Children's Centres in 20% most disadvantaged wards based on existing school sites	Establishment of Children's Centres in key Borough locations, utilising single sites where possible	Link with existing and planned capital projects utilising Sure Start funding Mapping of accessible areas Consultation and data collection to refine 'reach' boundaries	Sue Walker Mary Smith	Mar-06	Implementation plans submitted to Sure Start Unit Capital Plans submitted to Sure Start Unit	Early Years and Childcare Development Partnership Children and Young People's Services Board and Executive Sure Start	Implementation Plans approved for Arnold Centre, Wath Victoria Primary, Dinnington Primary, Ferham Centre, Dalton Primary and Thrybergh Primary
0-4	Increase range and accessibility of provision	Evaluate impact of funding to support introduction of opportunities for pupils in term prior to reaching three years of age	Establish network of informal discussion groups Continue development work with providers	Sue Walker	Apr-04	Evaluation of Pilot project for younger three year olds	Early Years and Childcare Development Partnership Children and Young People's Services Board and Executive	Evaluation completed

Best Value Review
Lifelong Learning

Action and Improvement Plan 2004-5

0-4	Improve delivery of services especially in respect of disadvantaged groups	Improve on expansion of childcare places with particular reference to disadvantaged groups	Increase Learning Support Services in Foundation Stage Increased support for 0-4 year olds in public care Improve services and support for pupils with special needs	Ann Clegg Katy Hawkins Monitoring Report 1 to September 2004	Ongoing	Participation in DfES ESPP to improve services for disabled pupils Pathways developed	Early Years and Childcare Development Partnership Inclusion Support Service/Get Real Team Department of Health/DfES	Successful bid to become new Pathfinder for ESPP July 2004 trialling and developing the ESPP materials and local approaches to better multi-agency working
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**Best Value Review
Lifelong Learning
Action and Improvement Plan 2004-5
Progress Monitoring Report**

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
0-4	Maintain the impact of improved financial planning for early years provision	Evaluate the impact of funding to support one point entry	Refer to statistical and geographical comparators to inform funding	Graham Sinclair Pete Hudson		Significant investment in move from three term to one point entry Incorporation of Authority's funding mechanism 04-04	Resources and Information	Effective introduction of new FS and one point entry Development of funding formula for EYCs
0-4	Maintain free part-time Early Education places for three year olds in line with developments in CYPs Develop training for all providers with an emphasis on equalities and diversity	Affirm the availability and quality of overall pre-school provision	Maintenance of statutory function to provide free part-time places for all three year olds whose parents/carers want it	Sue Walker Aileen Chambers	Ongoing	Monitoring of availability and uptake of Early Education places on a termly basis Information provided to parents and carers via the Children's Information Service (CIS) 2 Qualified Teacher visits to each provider per term	Early Years and Childcare Development Partnership Children and Young People's Services Board and Executive Sure Start	Procedures developed to gather and analyse information 983 CIS enquiries April to July Appointment of bilingual information and outreach worker for minority ethnic children and their families
0-4	Continuation of high provision of training in partnership with local training providers	Contribute to the professional development of the early years and childcare workforce	Implement Workforce Development Plan	Paula Williams	Ongoing	Workforce audit undertaken	Early Years and Childcare Development Partnership Children and Young People's Services Board and Executive	Audit of workforce completed Targets for BV 192 exceeded in 2003/4
0-4	Develop and implement an action plan for the delivery of CYPs including the strategic location of Children's Centres and related performance management systems	Support the development and implementation of Children's Centres and progress towards integrated CYPs	Establish Strategic Partnership and appoint key staff	Di Billups Sue Hare Sue Walker	Ongoing	Appointment of Acting Exec Director CYPs and Board and Exec Group established Establishment of 'Engine Room' officer group Interim terms of reference agreed for Safeguarding Board	Early Years and Childcare Development Partnership	Children's Centres Implementation Plans for all seven Children's Centres being developed Scrutiny arrangements for CYPs Board established

**Best Value Review
Lifelong Learning
Action and Improvement Plan 2004-5**

Progress Monitoring Report

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
4-14	Ensure the Study Support Programme and similar initiatives are effectively monitored and clearly inform SDPs within the context of Extended Schools	Report on and support the range of taster opportunities from 4-14 which inform future education and employment opportunities	Embed Study Support in SDPs attaining Quality in Study Support Kite Mark Develop UFA Academy of Youth Partnership	Sue Shelley	July-04 to Aug -05	Extended Schools Pathfinder evaluation completed Extended Schools Team established Presentation to cabinet on Extended Schools development Jun-04	Extended Schools Team	Vision and Partnership statement developed Second year of UFA partnership successfully delivered Playing for Success project delivered
4-14	Monitor and promote the quality of attainment at KS1 within the context of developments in FS profile	Raise aspirations of pupils with particular reference to under-achieving and excluded groups	Pilot FSP data for 02/03 year and collect data for 03/04 to allow for value-added analysis in 04/05	Karen Hopkins Sue Walker	July-04 to Aug -05		School Improvement Service Resources and Information Team	
4-14	Continue to implement action plans through EDP on achievement at KSs 2, 3 and 4	Raise aspirations of pupils with particular reference to under-achieving and excluded groups	Monitor and support EDP (2) Priorities for raising attainment in KSs 2, 3 and 4	Catherine Kinsella	Ongoing	Performance across Key Stages 1-4 continues to improve	School Improvement Service Resources and Information Team	EDP Action Plan Priorities 1-3 continue New indicator added for KS3 with national targets closing
4-14	Ensure well established and integrated MIS that provides up-to-date, relevant information to assist progression along lifelong learning pathway	Service integration to enable accurate sharing of information and assessment data and aid referral and tracking of pupils in and across all phases	Continue the roll out of integrated EMS Develop roll out of on-line EMS modules Rotherham Learning Grid Broadband to all schools Feasibility project with RLP on Learning Grid	Dawn Rowley	Dec-04	Attendance information weekly from schools On-line exclusions Broadband connections: All secondary schools 100mg All primary schools 10 mg RLP Learning Grid roll out to College; Community on-line project; Learning provider (Morthyng) and SME	Resources and Information Team Service Area Managers Capita Education Services RBT Rotherham Learning Partnership	Commencing new phase work as described Consultant engaged

**Best Value Review
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Progress Monitoring Report

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
14-19	Promote developments in 14-19 provision and contribute to ensuring that at 16, pupils are committed to continued learning. Work with partners to build on developments prioritising Objective 1 funding. Work with all partners to create innovation in 14-19 curriculum	Develop, support and inform a clear and coherent vision for 14-19 provision	Develop 14-19 Partnerships in designated areas agree action plans and set targets. Develop vocation cluster groups and LIG groups. Develop links between specialist schools CoVEs and others	Karen Borthwick	Feb-04 to Oct-04	1. 14-19 Strategy Group (Rotherham Learning Partnership) review of progress against AWI Action Plan. 2. Action Plan to develop curriculum using AWI funding 3. 14-19 sub groups to mentor progress and share best practice 4. Agenda for 14-19 AWI identified for 05/06	School Improvement Service Rotherham Learning Partnership 14-19 Strategy Group	Review completed Action Plan developed Sub group mentoring established
14-19	Ensure that collaboration informs access to all learning opportunities	Recognise the implications and impact of wider review of 14-19 provision involving LSC and LEA	NCSL Pilot Establish Strategy Teams to build network of Collaborative Learning Communities Engage consultants Community School Leadership	Karen Borthwick David Light	Jul-04 to Dec-04	1. LIG groups in place and 14-19 sub groups developing collaborative activity and sharing best practice 2. LIG groups to review achievement and develop action plans 3. Retention information shared with all partners and key action plans developed	School Improvement Service Rotherham Learning Partnership 14-19 Strategy Group Children and Young People's Services Board and Executive	LIG groups established and network of collaborative activity continuing to develop

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Action and Improvement Plan 2004-5
Progress Monitoring Report**

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
16-24	Continue to build on good partnership working with an emphasis on School Improvement Service on re-engagement	Examine partnership working, collaboration and impact of re-engagement on education and employment opportunities	Pilot single referral process in NW Rotherham	Karen Borthwick Hazel Jones	July 04-Dec 04	1. Re-engagement co-ordinators' meeting held each half term to share best practice 2. Portfolio of best practice published 3. Retention information shared with all partners and key action points developed	School Improvement Service Inclusion Support Services	Re-engagement co-ordination activity and sharing of best practice enabled
16-24	Develop practical employment opportunities and an enterprise culture throughout all schools building on the success of RYE	Examine developments for effecting practical employment opportunities	Extend and develop projects funded through REG Develop industry links Roll out self-employment pack to all Y11 pupils Continue support for YE Centres	Jackie Frost	Apr-04 to Dec-07	Beacon Status through 'Removing Barriers to Work' and 'Fostering Business Growth' 50% SRB6 funding to operate beyond 2004 Match funding of £50K from Yorkshire Forward and Business Link SY All 17 secondary schools involved in REG projects	Rotherham Youth Enterprise Young People's Services RiDO/EDS Investment Plan 2006-2009	IDeA Good Practice Award 2003 Five Year Investment Plan established for period 2004-2009
16-24	Explore effective partnership working in careers and guidance work	Examine strengths, opportunities and weaknesses of careers and guidance work in the context of barriers and returners	Complete pilot in Old Hall/Kimberworth Promote CEG quality award with all schools and colleges Pilot use of ILPs in Swinton and Aston	Karen Borthwick Jane Jones	June and July 04	1. Pilot in Old Hall/Kimberworth completed 2. Advanced Skills Teacher for CEG in post 3. Action Plan for AST in place to raise awareness of Quality Award 4. Pilot for ILP in place 5. Share best practice in ILP	School Improvement Service	Progression rates at 16 in line with national average Local participation rates 16-18 year olds (SLTPI 13) exceeded targets for 03/04

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16-24	Implement and successfully deliver EMA	Increase participation and engagement in further learning opportunities	Establish Working Group Develop marketing strategy Monitor and evaluate delivery	LSC Jones Alison Leone/ Angela Milton	Feb-04 Dec-04	Working Group established with LSC as lead engagement plan implemented with providers	Resources and Information/School Improvement Service LSC RBT	EMA Co-ordinators in all schools Information packs and toolkits to all schools Help and support line established to assist launch of EMAs
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**Best Value Review
Lifelong Learning
Action and Improvement Plan 2004-5
Progress Monitoring Report**

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
Adults	Establish a robust QA framework Establish a team to review quality procedures and practice with external representation	Help support and move forward the Action Plan for ACL and achieve a positive Inspection Report	Termly review of performance Ensure CIF criteria met	Helen Shaw	May-04	Effective monitoring of post-Inspection Action Plan QA framework formally implemented in 09/2003 Positive Inspection Report for 2004: grades in 2 areas maintained; grades in 4 areas improved only 1 area deemed unsatisfactory	Adult and Community Learning Learning and Skills Council	ALI Re-inspection Report 05/2004 recognises existence of comprehensive QA framework External Scrutiny Committee established to receive QA reports
Adults	Establish an Extended Schools Team Produce Development and Action Plans	Help define and affirm role of ACL and how this fits in the wider remit of LLL	Develop extended schools programme and enable development of Neighbourhood Learning Centres	Helen Longland Sue Shelley	March-04 to June 04	Extended School Team established (Core EST and wider Touchstone Group)	Adult and Community Learning and Young People's Board and Executive Group	ALI Re-inspection Report 05/2004 recognises that RMBC has clear strategy for ACL aligned to corporate objectives and those of RLP
Adults	Use Extended Schools to deliver community-based learning	Increase levels of re-engagement and encourage development of increased access and opportunities to re-enter learning	Develop and implement communication strategy Develop and publicise toolkit	Helen Longland Sue Shelley	March-04 to June 04	Partners and stakeholders identified Staff development programme and QA procedures identified Toolkit produced	Adult and Community Learning and Young People's Board and Executive Group	ALI Re-inspection Report 05/2004 recognises increased number of venues for delivering learning activities Local engagement rates Adults (SLTPI 10) exceeded targets for 03/04
Adults	Ensure learner tracking system in place and embedded in provider practices along with QA system	Clarify and improve opportunities for learner progression along LLL pathway	Improved performance monitoring and evaluation More effective targeting of opportunities Set and maintain equality and diversity targets	Helen Shaw	Apr-04	AQUA Management System in place Staff training programme in place Learner data improved Continued improvements needed for monitoring of provider arrangements for equality and diversity	Adult and Community Learning Learning and Skills Council	ALI Re-inspection Report 05/2004 recognises improvements in data collection and analysis monitoring of learners' retention and achievement and target setting

**Best Value Review
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Progress Monitoring Report

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
50+	Fund first-step, non-accredited learning activity from directed ACL funding	Recognise the changing age profile and economic demands of the Rotherham Learning Community over the next decade	Increase commissioning of ACL provision in targeted geographical areas and with identified groups	Helen Shaw	Aug-04	Identification of geographical communities and communities of interest for specific provision Increase in number of venues used to deliver learning Use of statistical data provided by CE in planning targeted provision	Adult and Community Learning Learning and Skills Council	ALI Re-inspection Report 05/2004 recognises effective recruitment of learners from under-represented groups

**Best Value Review
Lifelong Learning
Action and Improvement Plan 2004-5**

Progress Monitoring Report

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
Cross-Cutting	Encourage all schools to make effective use of catalogue	Inform and promote the development of arrangements for a catalogue of services for schools	Establish links with RBT new business team and discuss specifications Commission catalogue Promote catalogue to schools	Rebecca Lunghi	Autumn term 04	Receive proposal from RBT Seek approval from CMT and Members Pilot Catalogue with 20 schools Jan-Mar 05 with appropriate promotion and evaluation of success/usage	Resources and Information RBT Team	Discussions undertaken with RBT and proposal received
Cross-Cutting	Ensure schools dimension embedded in Procurement Strategy Ensure training for schools on Best Value is continued and refined	Inform and strengthen the development of the RBT strategic partnership	Maintain effective links with Procurement Team Effective understanding of schools' needs and promotion of services available Intranet development of on-line access Determine training needs Consult and plan programme Maintain effective links with other authorities	Rebecca Lunghi	Apr-2004 to July-2004	Links to be established through Catalogue service and involvement of RBT procurement in schools' purchasing arrangements, including training opportunities Potential sharing of Catalogue with other schools outside the Borough to be discussed further following success within Rotherham	Resources and Information Team SLT RBT	Initial links made with RBT Procurement through writing and clarification of Catalogue proposal
Cross-Cutting	Ensure Council's development of JSCs aligned with development of Children and Young People's Services	Inform and promote the development of JSCs	Establish JSC Project Board with clear terms of reference	Graham Sinclair	From Jan-2004	JSC Project Board established Project Brief developed PFI credits approved Dinnington Primary School JSC under development Other multi-agency sites identified	ECALS/EDS Programme Areas ODPM/DCMS	Planning approval and PFI credits agreed for funding of Maitby JSC Vision workshop for service delivery held Consultation meetings and workshops held

**Best Value Review
Lifelong Learning
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Progress Monitoring Report

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
Cross-Cutting	Ensure effective procedures for determining levels of service delegation and that schools play active role in Schools Forum	Help determine levels of service delegation to schools	Develop new service delegation proposals with all schools Fair Funding and Finance Strategy Team (FFFST) to examine areas	Rebecca Lunghi Pete Hudson	Spring term 04	FFS and schools' financial regulations reviewed Finance Strategy Team SLA questionnaire delivered to all schools with 84% positive return rate	Finance Team Resources and Information Team	Planned and delivered well-attended Funding Formula seminars to all schools Delivered Standards Fund training workshops to schools Review of SLAs
Cross-Cutting	Ensure schools continue to be consulted on effectiveness of service provision	Look at impact of resource deployment in respect of core and traded services	Establish joint schools and LEA working group to examine and review effectiveness of service provision and mechanisms for consultation	Rebecca Lunghi	June-2004 to July-2004	Discussions on current SLA provision to be undertaken with primary and secondary schools Service providers to undertake training on development of SLAs Team to be established to further develop generic SLA format and consult with schools	Resources and Information Team	Discussion with schools undertaken and training delivered to service providers Core team established and revised SLAs produced for further consultation with schools
Cross-Cutting	Ensure LEA continues to be proactive in consultations with regard to resource deployment along with Schools Forum	Examine funding issues	FFFST to play role in discussions and highlight issues for exploration with Schools Forum	Rebecca Lunghi Pete Hudson	Autumn term 04	Review of Social Deprivation formula factor for EAL/SEN elements of school budgets Review of other areas of funding formula including funding for swimming pools and caretakers	Finance Team Resources and Information Team	Targets for BV 193 exceeded in 2003/4

**Best Value Review
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Progress Monitoring Report

Age Phase	Aims	Desired Outcome	Action	Lead Officer(s)	Timescale	Milestones	Resources	Progress as at 1 September 2004
Cross-Cutting	Help secure continuous improvement in delivery of services covered by the Review having regard to BV principles	Extend and develop Portfolio of Services to Schools in partnership with RBT Continue and extend training for schools in procurement activities	Determine services suitable for inclusion Define SLAs/SLEs Extend consultation with schools on Portfolio structure and format Co-ordinate Portfolio release	Rebecca Lunghi	Summer term 04 to Autumn term 04	8 SLA services to be considered for inclusion within the Catalogue together with suppliers SLE services to be included within Catalogue Schools consultation on effectiveness of SLAs to be undertaken to feed improvements to Catalogue	Resources and Information Team RBT	Discussions undertaken with RBT and proposal for catalogue received Consultation with schools on SLAs undertaken and training delivered to service providers Revised SLAs produced
Cross-Cutting	Embed continuous improvement in service business planning	Ensure continuous improvement utilising EFQM Model, Ensure effective contributions from Programme Area to development of a Corporate approach to performance management and development	Support service teams in using EFQM for self-assessment Implement 'Performance Plus' Ensure consistency of performance information	Rebecca Lunghi	Apr-2004 to July-2004 Mar-2005	Service area priorities for roll out of Performance Plus identified Pilot undertaken with Culture and Leisure Services and rolled out across Council Decision to be made on future usage of EFQM model within Council	Resources and Information Team	Culture and Leisure Services to be included in pilot of Performance Plus with staff from Performance and Quality Team working closely with corporate team Teams using EFQM for self-assessments
Cross-Cutting	Ensure effective consultation procedures for schools	Extend effective avenues for consultation using 'Power of Collaboration' as a development opportunity	Establish Partnership for Learning Establish Learning Debate Forums within established collaboratives	David Light	From Jan-2004	Partnership to be created Forums to be created	School Improvement Service/SLT	Partnership established Forums established