



The Shareholder Committee for the Dorset Centre of Excellence (DCOE)

Date: Monday, 16 September 2024
Time: 10.00 am
Venue: Council Chamber, County Hall, Dorchester, DT1 1XJ

Members (Quorum: 3)

Cllrs Nick Ireland (Chair), Richard Biggs (Vice-Chair), Ryan Hope, Clare Sutton and Gill Taylor

Chief Executive: Matt Prosser, County Hall, Dorchester, Dorset DT1 1XJ

For more information about this agenda please contact Democratic Services Meeting Contact chris.harrod@dorsetcouncil.gov.uk

Members of the public are welcome to attend this meeting, apart from any items listed in the exempt part of this agenda.

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Agenda

Item		Pages
1.	APOLOGIES	
	To receive any apologies for absence.	
2.	MINUTES	5 - 8
	To confirm the minutes of the previous meeting.	
3.	DECLARATIONS OF INTEREST	
	To disclose any pecuniary, other registrable or non-registrable interest as set out in the adopted Code of Conduct. In making their disclosure councillors are asked to state the agenda item, the nature of the interest and any action they propose to take as part of their declaration.	

If required, further advice should be sought from the Monitoring Officer in advance of the meeting.

4. PUBLIC PARTICIPATION

Representatives of town or parish councils and members of the public who live, work, or represent an organisation within the Dorset Council area are welcome to submit either 1 question or 1 statement for each meeting. You are welcome to attend the meeting in person or via MS Teams to read out your question and to receive the response. If you submit a statement for the committee this will be circulated to all members of the committee in advance of the meeting as a supplement to the agenda and appended to the minutes for the formal record but will not be read out at the meeting. **The first 8 questions and the first 8 statements received from members of the public or organisations for each meeting will be accepted on a first come first served basis in accordance with the deadline set out below.**

Further information read [Public Participation - Dorset Council](#)

All submissions must be emailed in full to chris.harrod@dorsetcouncil.gov.uk by 8.30am on Wednesday 11 September 2024.

When submitting your question or statement please note that:

- You can submit 1 question or 1 statement.
- a question may include a short pre-amble to set the context.
- It must be a single question and any sub-divided questions will not be permitted.
- Each question will consist of no more than 450 words, and you will be given up to 3 minutes to present your question.
- when submitting a question please indicate who the question is for (e.g., the name of the committee or Portfolio Holder)
- Include your name, address, and contact details. Only your name will be published but we may need your other details to contact you about your question or statement in advance of the meeting.
- questions and statements received in line with the council's rules for public participation will be published as a supplement to the agenda.
- all questions, statements and responses will be published in full within the minutes of the meeting.

5. COUNCILLOR QUESTIONS

To receive questions submitted by councillors.

Councillors can submit up to two valid questions at each meeting and sub divided questions count towards this total. Questions and statements received will be published as a supplement to the agenda and all questions, statements and responses will be published in full

within the minutes of the meeting.

The submissions must be emailed in full to chris.harrod@dorsetcouncil.gov.uk 8.30am on Wednesday 13 September 2024.

[Dorset Council Constitution](#) – Procedure Rule 13

6. DORSET COUNCIL COMMISSIONING REPORT 9 - 16

To consider the report.

7. DCOE - REPORT OF THE CHAIR OF THE BOARD OF DIRECTORS 17 - 22

To consider the report.

8. FORWARD PLAN 23 - 26

To consider the draft Forward Plan.

9. URGENT ITEMS

To consider any items of business which the Chairman has had prior notification and considers to be urgent pursuant to section 100B (4) (b) of the Local Government Act 1972. The reason for the urgency shall be recorded in the minutes.

10. EXEMPT BUSINESS

To move the exclusion of the press and the public for the following items in view of the likely disclosure of exempt information within meaning of paragraph x of schedule 12 A to the Local Government Act 1972 (as amended)

The public and the press will be asked to leave the meeting whilst the item of business is considered.

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THE SHAREHOLDER COMMITTEE FOR THE DORSET CENTRE OF EXCELLENCE (DCOE)

MINUTES OF MEETING HELD ON MONDAY 10 JUNE 2024

Present: Cllrs Nick Ireland (Chair), Richard Biggs (Vice-Chair), Ryan Hope, Clare Sutton and Gill Taylor

Also present: Cllrs Scott Florek and Andrew Parry

Officers present (for all or part of the meeting):

Ian Comfort (Chair of the Dorset Centre of Excellence Board)
Jen Cook (Lawyer - Contracts and Commercial)
Kate Critchel (Senior Democratic Services Officer)
Amanda Davis (Corporate Director for Education and Learning)
Alice Deacon (Corporate Director for Commissioning and Partnerships)
Aidan Dunn (Executive Director - Corporate Development S151)
Grace Evans (Head of Legal Services and Deputy Monitoring Officer)
Chris Harrod (Senior Democratic Services Officer)
Andrew Holder (Managing Director - Dorset Centre of Excellence)
Theresa Leavy (Executive Director of People - Children)
Lesley Mellor (Director - Dorset Centre of Excellence)
Frances Nicholson (Director - Dorset Centre of Excellence)
Matt Prosser (Chief Executive)
Claire Webb (Strategic Commissioner)

1. **Apologies**

There were no apologies for absence.

2. **Minutes**

The minutes of the previous meeting were noted.

3. **Declarations of Interest**

None received.

4. **Public Participation**

No requests to participate had been received.

5. **Councillor Questions**

None received.

6. **Terms of Reference**

The terms of reference were noted.

7. **Dorset Council Commissioning Report**

The Strategic Commissioner introduced the report which set out the commissioning activity that had taken place since the previous meeting, current activities taking place and also provided a forecast for the next quarter.

Officers responded to Members' comments and requests for clarification, details included:

- Dorset Council Officers considered that inclusion was well managed at Coombe House School and many children on roll were being given opportunities that they didn't have previously in other settings, which was leading to positive experiences for these children in question.
- Commissioners were pleased with the transitional arrangements that were in place for incoming pupils, particularly the planning and preparation with teaching staff and communication with parents prior to onboarding.
- Officers were also content that the arrangements in place for admissions from September was satisfactory and, in the event that there was a delay in the delivery of the ongoing building project, that appropriate contingencies were in place to mitigate the consequences of such delays.
- It was expected that there would be 136 children to be on roll at the school from September - this would be a cumulative figure.
- The question raised relating to recruitment would be answered by the school during its update to the shareholder committee.
- A robust contract management process was in place and there were regular meetings between the Managing Director and Commissioners to focus on items such as the school development plan, performance management reports and growth plans. This was considered to be 'business as usual' activity and highlights from this process, including any concerns, were reported back to the shareholder committee via this commissioning report and additional arrangements were made if necessary.
- The savings made by the council were made against the High Needs Block (HNB) and the lower cost of operating the school, as opposed to sending pupils to other independent provision out of area, had already made a difference to the expenditure within the HNB.
- The opportunities on site that were opening up were larger, including the opening of the 'schools in schools' programme, which allowed officers to be confident about the school's growth over the coming years.

NOTED

8. DCoE - Report of the Chair of the Board of Directors

The Chair of the Board introduced the report, which set out the work that had been undertaken by The Dorset Centre for Excellence since its opening, including progress made since the previous board report.

Officers responded to Member comments and requests for clarification, details included:

- The school operated a quality assurance cycle, which sought feedback on rotation from key stakeholders, including pupils, families of pupils and commissioners, to ensure that there was a well-rounded view of what was going well and identify any areas for improvement. Prior to the end of term, both pupils and their families would be sent a survey to ascertain their experiences. If concerns were raised, these were logged, reported to the commissioning team and addressed accordingly.
- The Managing Director was confident that the standards of the school would be maintained based on the business model that was in place, providing that the capital investment programme remained as expected. He further referred to the 'schools within schools' programme, which would allow better management of the site and therefore higher standards for pupils.
- It was important that the school struck the right balance for the use of its facilities between commercial and community uses, and therefore had established a Commercial and community sub-committee with this in mind.
- The school was very community minded and an example of this was the hosting of short break activities which took place during school holidays. The school had also held a community day held last year, which had proven to be successful and was particularly valuable for the families of both existing and potential students. Additionally, a number of community organisations had come forward to enquire about using the site.
- On the commercial side, there was a long-term aim of utilising part of the site as a staff development centre, which could also be used for conferences, but this wasn't currently a priority. The directors were also in the process of exploring options for social care provision in some of the housing buildings on-site with council officers.
- There was a lot of potential on-site and it was very important for the school to ensure that this was utilised to its full potential, but not to the detriment of pupils.
- The development currently being undertaken on-site was a council led project but regular discussions surrounding environmental impact were regularly had, there were some challenges with older buildings and certain elements, but further detail would be provided to Members in due course.
- There were 32 new pupils expected to join the school in September and the arrangements were being finalised for the last two or three pupils.

- The sixth form was expected to have a capacity of 40 pupils, once the site had been fully developed, although this could vary based on the commissioning needs of the school. From September, there would be one class of sixth formers, made up of 8 pupils.
- The ambition to introduce residential social care was a significant item being considered by the commercial and community sub-committee and it was hoped that the directors would be in a position to bring forward proposals in the near future following positive conversations with commissioners and other officers.

NOTED

9. **Forward Plan**

The forward plan was noted.

10. **Urgent Items**

There were no urgent items.

11. **Exempt Business**

There was no urgent business.

Duration of meeting: 10.03 - 10.57 am

Chairman

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The Shareholder Committee for the Dorset Centre of Excellence

16 September 2024

Dorset Council Commissioner's Report

For Decision

Portfolio Holder: Cllr C Sutton, Children's Services, Education and Skills

Executive Director: T Leavy, Executive Director of People - Children

Report Author: Claire Webb
Job Title: Strategic Commissioner Education
Tel: 01305 221766
Email: Claire.Webb@dorsetcouncil.gov.uk

Report Status: Public (the exemption paragraph is N/A)

Brief Summary:

This report provides an overview of the current position in relation to delivery by the Dorset Centre of Excellence (DCOE) against the commissioning agreement, and the enhanced co-operation between Dorset Council and DCOE.

This is a relatively short report in part due to the continued stable position of the company and the school, with the good progress made now embed as 'business as usual'; in addition the last report to Shareholders was towards the end of the last academic year, while this report falls at the very start of the new academic year.

Recommendation:

Shareholders are asked to consider the progress made and support the continued co-operation between the council and the Dorset Centre of Excellence.

Reason for Recommendation:

Progress continues to be sustained enabling the company to focus on delivering the business plan, growing school places, the breadth/quality of the offer and preparing for further growth.

1. Report

- 1.1 This report provides an overview of the current position in relation to delivery by the Dorset Centre of Excellence (DCOE) against the commissioning agreement, and the enhanced cooperation between Dorset Council and DCOE, and an update on Dorset Council activity required to realise the delivery of the Dorset Centre of Excellence Business Plan.
- 1.2 Regular contract review meetings continue between the Managing Director of DCOE and the Strategic Commissioner for Education, focused on the performance of the school. Regular operational meetings are in place to support conversations about individual children and to plan admissions. Contract management focuses on assessing progress on the School Development Plan, operation of the school, stability through growth and progress since the Ofsted Inspection.
- 1.3 Commissioners continue to attend the DCOE Board.
- 1.4 Commissioners can report that the Executive Leadership team of the Dorset Centre of Excellence and the Board of Directors are continuing to make good progress in the following areas:

- **Recruitment and retention:** No issues to report – see paragraph 1.7 for further information.
- **Ofsted and key performance indicators:** No issues to report. DCOE will submit a report on pupil outcomes for the previous academic year through contract monitoring and in reporting to Shareholder Committee in the Autumn; this will include feedback from families.

Good progress has been made since the Ofsted inspection, which is now embedded within the operation of the school. See paragraph 1.7 for further information.

- **Pupil growth:** allowing for the normal fluctuations in pupil numbers (for example pupils leaving due to start at a mainstream college), the requirements of the commissioning agreement have been met. The school has also worked proactively with Dorset Council to create places that meet the needs of pupils with more complex needs, which were not available in local special or independent school.
 - **The learning offer:** Enrichment and broadening of the learning offer continues. Leaders are highly ambitious for all pupils, and this is reflected in the broadening of the curriculum offer and plans for further expansion. For example, the ambition for all students to receive a qualification in English and maths – either GCSE or Foundation Skills to access ‘21st Century Skills’, last summer the first pupils at Coombe House sat a GCSE exam.
- 1.5 **Community engagement:** Arrangements for use of the swimming pool by local community groups and schools are in place, have expanded and are well received. – No change
- 1.6 As reported in the previous commissioner’s reports, the enhanced co-operation agreement remains in place. However, the Executive Leadership team and the Board of Directors continue to be in a place where the support from Dorset Council officers educated to focussing on assurance (including enhanced contract management) and managing growth.
- 1.7 Two criteria were set, against which to assess whether the enhanced cop-operation agreement should cease. These criteria have been met:
- a) **Assurance that teacher recruitment and plans for the new academic year will enable DCOE to successfully manage the next growth in pupil numbers** – commissioners are assured that sufficient teaching staff have been recruited for the growth in pupil numbers
 - b) **Evidence that improvements made following the Ofsted inspection have been embedded** – following a site visit, carried out by Principal Lead - Best Education for All, Education Challenge Lead and Strategic Commissioner Education, commissioners are assured that significant progress has been made since the Ofsted

inspection and that this is embedded (see paragraph 1.8 for further information).

1.8 There were two areas of focus, below is a summary of evidence which was used to determine that:

Gaps in pupils' phonic knowledge are identified and addressed:

- An English specialist teacher has been appointed for September 2024.
- Read, Write Inc Phonics Scheme (RWInc) and Fresh Start are used to support Phonic development.
- Children and young people are identified under the 'Coombe House Reading Scale' (unable to decode, reading for life, reading for pleasure).
- 'YARC' Reading Assessments are used to identify areas of need for all children and provide a more detailed analysis of reading skills: reading accuracy, reading rate and comprehension, which are reviewed every 6 months to monitor progress.
- They have been writing their own stories using AI to ensure engagement of children with specifically focused storyline, characters and plots that intend to encourage children and young people to read.
- During the learning walk, there were specific displays around books in each classroom.
- The library is being redeveloped to make it an attractive reading area with 'short reads' and 'long read' rather than reading ability.
- The CHS Reading Tree identifies the books that the children will be exposed to during their time at the school.
- During the learning walk, children and young people were seen engaged in several reading activities and independent book time.
- Older children are encouraged to read to the younger children. This has been reported as being instrumental in developing a love of reading for younger children.
- When talking to the young people, they were able to identify that reading was something they do regularly. One KS2 child said that he reads with his dad. One of the children identified that he knew "reading was calming".

- Commissioners are also very proud to report that 3 pupils at CHS are now published authors, and their books available for other pupils to enjoy.

The curriculum help pupils to build and remember useful knowledge

- ‘Learning Ladders’ are used to demonstrate pathways for all children and young people. A detailed Learning Ladder for English was shared during the visit, which will be replicated across all foundation and core subjects.
- There is a focus on the History Curriculum this half term – to be completed by the end of summer term.
- A ‘roadmap’ of curriculum map for History identified the National Curriculum Framework from KS1 to KS4. This is to be developed into a bespoke learning map.
- The ‘Triple Helix’ (Therapeutic, Academic and Vocational) approach is used to identify the key/core learning that the school wants to ensure is taught to the children and young people.

1.9 The enhanced co-operation agreement is therefore being ended, with regular contract management meetings and joint working to manage growth and admissions continuing. A site visit and learning walk will be carried out annually to provide an additional depth of assurance of provision at the school. Commissioners have also asked DCOE to begin reporting on any net zero or other activity which supports tackling climate change and supporting our natural environment.

2. Support required to deliver the Company Business Case

2.1 The Dorset Centre of Excellence Commissioning Group, chaired by the Chief Executive of Dorset Council continues to meet to oversee the next phases of growth required to deliver the Business Plan. Attendance includes officers from Finance, Legal Services, Assets and Regeneration and Children’s Services.

2.2 As described in previous commissioner’s report, increasing the number of additional classrooms available to the school and suitable for the delivery of a high quality Special Educational Needs curriculum is essential to

support the delivery of the Business Plan. Contractors have been appointed for the Phase 2 works, with work underway on site and progress being managed by Assets and Regeneration. The contractor has reported a delay, and we are seeking a confirmed completion date. The school has put in place mitigation measures to support a small number of pupils. Assets & Regeneration and the external project team will continue to push the contractor to improve on timescales wherever possible.

- 2.3 Assets & Regeneration have now agreed the overall site rental costs associated with progressive handover of the buildings in use by DCOE. These will now be incorporated into a document which will be prepared by external solicitors to sit alongside the lease to reflect where derogation from the original lease terms have been agreed for a period of time. The aim is to ensure the commercial content of the lease is consistent with DCOE business plan.

3. **Financial Implications**

Fee price continues to be maintained at the previously agreed rates.

Work continues to develop the site to meet the growth trajectory required in the business plan.

4. **Natural Environment, Climate & Ecology Implications**

None identified at this stage – further work will be required as the programme develops.

5. **Well-being and Health Implications**

The health, safety and wellbeing of children and employees is of paramount importance so close collaboration between Dorset Council and the Dorset Centre of Excellence will continue.

6. **Other Implications**

None identified

7. **Risk Assessment**

7.1 HAVING CONSIDERED: the risks associated with this decision; the level of risk has been identified as:

Current Risk: Medium

Residual Risk: Medium

8. **Equalities Impact Assessment**

Not required for this report

9. **Appendices**

None

10. **Background Papers**

None

11. **Report Sign Off**

11.1 This report has been through the internal report clearance process and has been signed off by the Director for Legal and Democratic (Monitoring Officer), the Executive Director for Corporate Development (Section 151 Officer) and the appropriate Portfolio Holder(s)

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Dorset Centre of Excellence Shareholder Committee

16 September 2024

Report from Chair of Board

For Decision

Report Author: Ian Comfort

Title: Director and Chair, Dorset Centre of Excellence Ltd

Report Status: Public

Brief Summary:

This report provides an update on the current situation at the Dorset Centre of Excellence (“the Company”) and the Coombe House School (“the School”). It considers progress made in relation to governance, leadership, staffing, estate, community use and finance.

The Shareholder is asked to note the content of this report and to continue its support for the Company.

Reason for Recommendation:

The Board, in collaboration with colleagues from Dorset Council, continues to make progress towards its objectives. The Board is mindful that the ongoing support of Dorset Council to deliver the next phases of growth required to deliver the business plan through enhanced cooperation with the Council is ensuring the viability of the Company.

1. Background

1.1 The Company continues to perform well against its business plan, growing the pupil roll of Coombe House School, improving its quality and developing its wider commercial and community offer.

2. Coombe House School

2.1 Coombe House School continues to improve and grow and ended the school year with a wide range of positive community events.

- 2.2 Coombe House School welcomed an assurance visit from Dorset Council officers including the Principal Lead - Best Education for All, an Education Challenge Lead and the Strategic Commissioner for Education, which was both challenging and supportive. School leaders were pleased to be able to showcase the developments and improvements that have been embedded and to discuss priorities for the future.
- 2.3 The summer term saw significant development to the breadth of curriculum offered to pupils. A far wider range of on-site and off-site trips took place, which included the first overnight residential activity, linked to the Duke of Edinburgh scheme.
- 2.4 The number and variety of community links continue to develop and grow. Pupils joined other schools on a trip to Longleat, where pupils represented their school exceptionally well.
- 2.5 One class initiated, planned and implemented our inaugural 'Coombe Fest', which was a whole school event aimed at bringing the community together and fundraising.
- 2.6 In July 2024, the PE department led a hugely successful sports day, where a wide range of accessible activities were arranged for pupils to enjoy. There were some huge successes and feedback from pupils and their families was overwhelmingly positive.
- 2.7 Parents and carers of existing pupils attended an open evening in the final weeks before the summer break, which was very well attended. Staff were able to share the work of pupils with their families, who were grateful for the opportunity to visit and see the significant progress that has been made.
- 2.8 Growth continues to be well planned and transition arrangements for our 2024/25 intake have been carefully co-created with pupils and their families. Some plans have been adapted to respond to the later than anticipated handover of our new classroom block.
- 2.9 The commitment to developing our therapeutic classroom offer has continued with a further four spaces developed in time for the new academic year. Our first sixth form classroom has also been developed.
- 2.10 The first exam results were published in August with some truly exceptional outcomes gained by pupils. Strong GCSE passes in English and maths, as well as a range of functional skills and vocational qualifications were gained, marking a significant improvement over time based on prior attainment and historical patterns of engagement with learning.

2.11 Some pupils left the school in July 2024 with carefully planned transitions in place for their onward destinations. Their progress will be closely monitored, and ongoing support will be available to them.

2.12 Examples of feedback from parents and carers have included:

“We are just so happy with how well it’s going with B at Coombe house. You wouldn’t believe how difficult it was in mainstream just to get him out the door bless him but he’s happy leaving every morning to come in now! Thank you all so much!” June 2024

“I’m grateful for the support in school, so thank you. I have for so long been doing this alone” June 2024.

“Sports Day – Pupils were visibly proud of their achievements and messages from parents showed that they were also delighted with their children being given this opportunity. For many, it was their very first Sports Day ever.” July 2024

3. Commercial and Community Activities

3.1 The swimming pool continues to be a popular community resource and is well used. The Company is anticipating an uptake in demand following the closure of the local Lido in Shaftesbury at the end of its summer season. The Company has been able to invest in the changing facilities to enhance the experience of users this summer. New showers and changing cubicles will afford pupils and community users more privacy and a more pleasant experience.

3.2 Conversations are ongoing about the Council’s commissioning needs regarding residential social care. The Company was pleased to be able to visit one of the Council’s own provisions during August 2024 which aided its planning. Further financial modelling and meetings with key officers have been helpful in clarifying next steps.

3.3 Scoping work regarding potential uses for the main house have led to some exciting proposals. These proposals are now being costed and will be discussed with the Company’s Commercial and Community Use Committee and key Council officers in the coming weeks.

4. Business Plan Implementation

4.1 The Company has invested heavily in its growth commitments and has returned for the 2024/25 academic year having delivered the largest increase of both pupil and staff numbers to date. The delay to the completion and handover of the four-classroom block has impacted on its ability to deliver optimal transitions for a small number of pupils but careful collaborative

planning in partnership with the Council has mitigated the impact that this will have on families as much as possible.

- 4.2 The Company has worked closely with Council colleagues to help them assess our readiness to depart from the contractual state of enhanced co-operation. We are pleased that we have been able to reassure the Council against their previously stated criteria and agree it is appropriate to now move towards a more typical way of working. The Company is fully committed to continuing the collaborative relationship with the Council regardless of this change.

5. **HR**

- 5.1 Recruitment has been a significant focus for the Company with the number of new starters required to meet its business plan for the 2024/25 academic year being the largest of its 5-year-plan. The Company met its recruitment targets and is now carefully implementing the induction and training plans for the new starters.
- 5.2 Staff engagement continues to be a strength. The summer term ended very positively with staff enjoying the whole-school events described above. Surveys and consultation continue to ensure that any emerging patterns are spotted and responded to promptly.
- 5.3 Training has been prioritised and a number of professional development opportunities have been offered to staff. The Company invited two leading visiting speakers to its INSET days in September 2024, which were well received, and our Deputy Headteacher presented the findings from her senior leadership course to a national SEND conference in June 2024.

6. **Capital Investment**

- 6.1 The Phase 2 developments to provide the school with four additional classrooms has continued but the handover date for these classrooms has been delayed. The Company has been working closely with the Council to manage this change and to make plans to mitigate the impact.
- 6.2 Work continues to progress the plans for the other phases. Further scoping for phases three, four and five are ongoing, in partnership with the Council.
- 6.3 The Company has welcomed the Council appointed contractor to its site, who are focussed on remedial works. A programme of improvements has begun and will be ongoing, with a focus on ensuring occupied and unoccupied buildings are fully compliant. The Company is working closely with the Council to ensure that this is done efficiently with minimal impact upon the smooth operations of the Company operations.

7. Financial Implications

- 7.1 The Company has now received verbal feedback regarding the financial audit that took place in July and August 2024. This feedback was positive and written reports are expected soon. At the appropriate point, these shall be shared with the Council, in line with the terms of the Shareholder Agreement.
- 7.2 The Company continues to perform well during the 2024/25 financial year and is reporting updates regularly to its Board. It is anticipated that a financial reforecast shall occur during Autumn 2024 to ensure optimal financial management to year end.

8. Natural Environment, Climate & Ecology Implications

- 8.1 The Company has been mindful of questions raised during the last Shareholder Committee about its environment credentials.
- 8.2 Work is underway to produce an update regarding this, which is planned to be included within the annual Performance Report.
- 8.3 Since the last Shareholder Committee, there have been significant efforts to further the efficiency of our green energy production via investment in improvements to our Biomass boiler and solar arrays.

9. Well-being and Health Implications

- 9.1 The Board has a duty to ensure the health, safety and well-being of its staff and the children attending the School. It has been mindful of this when considering the transition of children into the School; how it builds numbers; and how it provides community use of facilities.

10. Other Implications

- 10.1 No other implications have been identified.

11. Risk Assessment

- 11.1 HAVING CONSIDERED: the risks associated with this decision; the level of risk has been identified as:

Current Risk: Medium
Residual Risk: Low.

12. Equalities Impact Assessment

- 12.1 The Board has not conducted an Equalities Impact Assessment for this report.

13. Appendices

- 13.1 None

14. **Background Papers**

14.1 There are no background papers to be included with this report.



The Shareholder Committee for the Dorset Centre of Excellence (DCOE) Forward Plan For the period 1 JANUARY 2025 to 31 MARCH 2025 (Publication date - TBC)

Explanatory Note:

This Forward Plan contains future items to be considered by the Shareholder Committee for the Dorset Centre of Excellence. It is published 28 days before the next meeting of the Committee. The plan includes items for the meeting including key decisions. Each item shows if it is 'open' to the public or to be considered in a private part of the meeting.

Definition of Key Decisions

Key decisions are defined in Dorset Council's Constitution as decisions which are likely to -

- (a) to result in the relevant local authority incurring expenditure which is, or the making of savings which are, significant having regard to the relevant local authority's budget for the service or function to which the decision relates (**Thresholds - £500k**); or
- (b) to be significant in terms of its effects on communities living or working in an area comprising two or more wards or electoral divisions in the area of the relevant local authority."

In determining the meaning of "*significant*" for these purposes the Council will have regard to any guidance issued by the Secretary of State in accordance with section 9Q of the Local Government Act 2000 Act. Officers will consult with lead members to determine significance and sensitivity.

Committee Membership 2024/25

Cllr Nick Ireland – Leader of the Council and Portfolio Holder for Governance, Performance, Communications, Environment, Climate Change and Safeguarding

Cllr Richard Biggs – Deputy Leader of the Council and Portfolio Holder for Property & Assets, Economic Growth & Levelling Up

Cllr Ryan Hope - Portfolio Holder for Customer, Culture and Community Engagement

Cllr Clare Sutton - Children's Services, Education & Skills

Cllr Gill Taylor - Portfolio Holder for Public Health, Environmental Health, Housing, Community Safety and Regulatory Service

Subject / Decision	Decision Maker	Date the Decision is Due	Portfolio Holder	Officer Contact
Standing items for consideration				

December

Dorset Council Delegated Decisions Key Decision - Yes Public Access - Open	Decision Maker The Shareholder Committee for the Dorset Centre of Excellence (DCOE)	Decision Date 9 Dec 2024	Councillor Clare Sutton	<i>Executive Director, People - Children</i>
Dorset Council Commissioning Report Key Decision - Yes Public Access - Part exempt	Decision Maker The Shareholder Committee for the Dorset Centre of Excellence (DCOE)	Decision Date 9 Dec 2024	Councillor Clare Sutton	<i>Executive Director, People - Children</i>
DCoE - Report of the Chair of the Board Key Decision - Yes Public Access - Part exempt	Decision Maker The Shareholder Committee for the Dorset Centre of Excellence (DCOE)	Decision Date 9 Dec 2024	Councillor Clare Sutton	<i>Executive Director, People - Children</i>
Performance of the Traded Activities of the Company Key Decision - Yes	Decision Maker The Shareholder Committee for the Dorset Centre of	Decision Date 9 Dec 2024	Councillor Clare Sutton	<i>Executive Director, People - Children</i>

Subject / Decision	Decision Maker	Date the Decision is Due	Portfolio Holder	Officer Contact
Public Access - Open	Excellence (DCOE)			
March				

Dorset Council Delegated Decisions (if required) Key Decision - No Public Access - Open	Decision Maker The Shareholder Committee for the Dorset Centre of Excellence (DCOE)	Decision Date 10 Mar 2025	Councillor Clare Sutton	<i>Executive Director, People - Children</i>
Dorset Council Commissioning Report Key Decision - No Public Access - Part exempt	Decision Maker The Shareholder Committee for the Dorset Centre of Excellence (DCOE)	Decision Date 10 Mar 2025	Councillor Clare Sutton	<i>Executive Director, People - Children</i>
DCoE Chair of the Board Update Key Decision - No Public Access - Part exempt	Decision Maker The Shareholder Committee for the Dorset Centre of Excellence (DCOE)	Decision Date 10 Mar 2025	Councillor Clare Sutton	<i>Executive Director, People - Children</i>
Annual Reports				

Private/Exempt Items for Decision

Each item in the plan above marked as 'private' will refer to one of the following paragraphs.

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the shadow council proposes:-
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment.
7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.