

Swindon Borough Council

Children's Health, Social Care and Education Overview and Scrutiny Committee

Wednesday, 20 September 2017

Committee Room 6, Civic Offices

At 6.00 p.m.

Conservative Councillors

Gary Sumner (Chair)
Colin Lovell
Gemma McCracken
Barbara Parry
Caryl Sydney-Smith

Labour Councillors

Matthew Courtliff
Fay Howard
Carol Shelley
Nadine Watts

Co-opted Representatives

Steve Colledge, Swindon Association of Secondary Headteachers
Gary Evans, Swindon Association of Primary School Headteachers
Steve Henderson, Equalities Advisory Forum
Doug Morris, Swindon Parent and Carers Group
Alison Paul, Swindon Association of Special School Headteachers
Elaine Poulter, Parent Governor
Liz Townend, Church of England Diocese
Tori Jones, Healthwatch
TBC, Catholic Church Diocese

Committee Officer: Rita Glen Gallo 463611
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Swindon Borough Council can be contacted at the Civic Offices, Euclid Street, Swindon, SN1 2JH (Telephone 01793 445500)

Access Arrangements - The venue is wheelchair accessible and an infrared receiver hearing system is provided. If you have any special requirements to enable you to attend the meeting or would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.

AGENDA

1. Apologies for Absence

2. Declarations of Interest

Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

3. Minutes (Pages 5 - 8)

To receive the minutes of the meeting held on 5th July 2017.

4. Public Question Time

See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance.

5. NHS Swindon Clinical Commissioning Group - Children's Services Review (Pages 9 - 28)

6. Education and Health Care Plans HES (Pages 29 - 34)

7. Work Programme 2017/18 DLDS (Pages 35 - 66)

Date of Despatch: 07 September 2017

Key:

Officers

DLDS - Director of Law and Democratic Services
HES - Head of Education Services

Public Question Time - Swindon Borough Council remains committed to increasing its accountability to the public and to promoting active citizenship. 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from the public about the work of the Committee (except for confidential matters, and matters relating to planning and licensing applications). We will give priority to those who submit questions in writing at least two days before the meeting. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website.

(<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

Terms of Reference:

To fulfil all the functions of an overview and scrutiny committee as they relate to –

- the review, scrutiny and development of policy recommendations,
 - the management of performance,
 - the monitoring of progress towards delivering relevant strategies and corporate priorities, and
 - the formulation of advice for the Cabinet, Council and other partners and stakeholders.
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- To have specific responsibility for (but not limited to) the scrutiny of:–
 - the performance of services for children towards agreed local and national Performance Indicators,
 - the quality of provision and effectiveness of Local Authority strategies to raise standards of education within Swindon,
 - specialist social services and integrated social services for children and young people in Swindon,
 - the delivery of services to children and young people in Swindon generally.

In addition, as these relate to Children and Young People:

- the performance of services seeking to deliver healthy communities towards agreed local and national performance indicators,
- Health, health commissioning and service delivery,
- Public Health, Health promotion and the work of the Health and Wellbeing Board, and
- Health Integration and collaborative working and commissioning with Health agencies and providers and General Practitioners.
- Reducing Domestic Violence and Abuse
- Strategic issues around Licensing

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**CHILDREN'S HEALTH, SOCIAL CARE AND EDUCATION OVERVIEW AND
SCRUTINY COMMITTEE**

WEDNESDAY, 5 JULY 2017

PRESENT:- Councillors Gary Sumner (Chair), Mathew Courtliff, Malcolm Davies, Henderson, Fay Howard, Colin Lovell, Gemma McCracken, Barbara Parry, Paul and Nadine Watts.

Gary Evans (Swindon Association of Primary Headteachers), Steve Henderson (Equalities Advisory Forum), Doug Morris (Swindon Parent and Cares Group), Alison Paul (Swindon Association of Special Schools Headteachers), Elaine Poulter (Parent Governor).

An apology for absence was received from Councillor Carol Shelley.

Apologies for absence were received from Steve Colledge (Swindon Association of Secondary Headteachers) and Liz Townend (Church of England Diocese).

Also present: Councillor Fionuala Foley, Cabinet Member for Children's Services and School Attainment.

1. Appointment of Vice-Chair

Resolved – That Councillor Gemma McCracken be Vice-Chair of this Committee for the Municipal Year 2017/18.

2. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting.

Councillor Fay Howard made a non-prejudicial personal declaration of interest in respect of Agenda item 8 (Annual Quality Accounts 2016-17 – Great Western Hospital) on the grounds of her employment by Virgin Care.

Councillor Barbara Parry made a non-prejudicial personal declaration of interest in respect of Agenda item 9 (Children's Services Performance Report) on the grounds of her employment by Uplands Educational Trust.

Councillor Gary Sumner made non-prejudicial personal declarations of interest in respect of Agenda item 9 (Children's Services Performance Report) on the grounds that his wife was a deputy Headteacher at a Swindon School.

3. Minutes

Resolved -That the minutes of the meeting held on 29th March be confirmed as a correct record.

4. Public Question Time

No public questions were asked or submitted for this meeting.

5. Appointment of Co-optees

The Committee considered a report by the Director of Law and Democratic Services regarding the appointment of co-optees to the Children's Health, Social Care and Education Overview and Scrutiny Committee for the Municipal Year 2017/18.

Resolved - (1) That this Committee confirms the appointment of the following voting co-opted representatives:

- (a) Liz Townend as the Church of England Diocese representative.
- (b) Elaine Poulter as a Parent Governor representative.
- (c) That it be noted that a single nomination of a co-opted representative was awaited from the Catholic Church Diocese.

(2) That the appointment of the following non-voting representatives be confirmed:

- (a) Alison Paul (Swindon Association of Special School Headteachers).
- (b) Gary Evans (Swindon Association of Primary Headteachers).
- (c) Steve Colledge (Swindon Association of Secondary Headteachers).
- (d) Steve Henderson (Equalities Advisory Forum).
- (e) Doug Morris (Swindon Parent and Carers Group).
- (3) That it be noted that a single nomination of a co-opted representative was awaited from Healthwatch.

6. Annual Quality Accounts 2016-17 - Great Western Hospital

The Committee received a report by the, Great Western Hospital (GWH) NHS Foundation Trust, on the Great Western Hospitals NHS Foundation Trust's Annual Quality Account for 2016/17. Julie Marshman, Deputy Chief Nurse, GWH, presented a report and advised that the information related to the effective care of both adults and children. It was noted that the Annual Quality Account would be audited by KPMG. She elaborated on the structure of the Annual Quality Account, referring to the Dr Foster audit processes undertaken at GWH.

Julie Marshman explained the national key priorities, national mandated indicators, governor mandated indicator, and GWH's own key priorities. The Committee noted that these national accounts were officially laid before Parliament by the end of May 2017. Julie Marshman advised that the Annual Account relates to the work undertaken over the past year and to the priorities for 2017/18 to meet the changing needs of the local population. She explained that all NHS quality accounts include information on the quality of services offered by both NHS and non-NHS healthcare providers.

Following her presentation of the report, Julie Marshman and Teresa Harding, Divisional Director for the Women and Children's Division, (GWH) responded to members' questions and comments on the following issues:

- Referral to treatment targets.
- Waiting times for young people at the Emergency Department.
- Re-admission rates and reasons for re-admission.
- Discharge procedures.

- Monitoring the Multi Agency Safeguarding Hub.
- Monitoring sepsis in children.
- Cardiac arrest and survival rates.
- Mortality rates of young people under 18.
- Set up of transition clinics for young adults.
- Working with the Clinical Commissioning Group and community paediatrics to review resources.
- Collaborative work with external agencies through the “Ready, Steady, Go” programme.
- Palliative care figures included in the report related to adults but information for young people was available.
- Information sharing with partners, particularly regarding children.
- Community paediatrics.
- The investigations carried out on clostridium difficile cases.
- The national clinical audit and clinical outcome review programmes.
- Patient Reported Outcome Measures (PROMS) and patient involvement in the process.
- A potted view of services provided within the Children’s Unit.
- The need to recruit more nurses to the Children’s department.
- The interaction between paediatricians and the work being undertaken to address the link between looked after children and those self-harming.
- The interaction between locum general practitioners, patients and the emergency department to ensure patients attend the right venue for their needs.
- Safeguarding work being undertaken with the paediatrics department.

Resolved: (1) That the report be noted.

(2) That the Divisional Director for the Women and Children’s Division, be requested to circulate information to the Committee regarding (a) from referral to treatment time targets including paediatric surgeries, (b) waiting times for children at the Emergency Department, (c) children’s mortality rates, d) discharge and re-admission procedures and rates for under 18 year olds, e) the number of young people under 18 years old that contracted sepsis, f) the number of young people under 18 years old that suffered from cardiac arrest and associated survival rates, g) the number of young people readmitted due to mental health issues , h) discharge procedures for young people (i) palliative care data for young people (j) an update on community paediatrics, and (k) data on the clostridium difficile cases.

(3) That the Divisional Director for the Women and Children’s Division be requested to submit a report on the strengths and challenges of the department to the Committee’s meeting in March 2018.

7. Children Services Performance Summary 16/17 Outturn

The Head of Education and the Head of Children, Families and Community Health, submitted a report providing an update on the performance within all service commissioning for 2016/17. The Head of Children, Families and Community Health, introduced the report and explained that it had been structured to highlight the improvements that had been made and areas where further actions would be required. It was noted that the comparator data was based on the 2015/16 outturn and that the department prescribed to a South East data set that provides in-year benchmarking data.

The Head of Children, Families and Community Health, referred to the areas covered that included information on the overall contact rate for Children Services, the reduction in the referral rate to children's social care services, the number of children subject to statutory assessments, and the improved rate in the number of care leavers engaged in education, employment and training.

The Head of Children, Families and Community Health, highlighted the challenges faced by the department, including the number of youth offending for children in care, the increase of children on child protection plans and on work being undertaken with Troubled Families.

The Head of Children, Families and Community Health, and the Head of Education Services, responded to the Committee members' questions and comments in respect of the following:

- Actions undertaken to address the number of Special Educational Needs (SEN) Support records as detailed by schools in the January census.
- The transference of SEN statements to Education, Health and Care Plans.
- Correlation between exclusions and the Troubled Families.
- The work within the Early Years setting to prepare children for school.
- Improved partnership working to support Troubled Families.
- Comparison between secondary and primary schools performance and the actions being undertaken that included sharing good practice.
- The effect of post 16 SEN figures on overall SEN data collated.
- Promoting Swindon schools to stem the number of pupils attending out of borough schools. This may include web links in the admission process to schools' Ofsted reports.

The Swindon Association of Special Schools Headteacher representative advised the Committee that the number of SEN pupils recorded within the January census included a wide range of SEN category levels. The representative also referred to the time consuming task of converting SEN records to EHCPs.

Resolved: (1) That the report be noted.

(2) That the Head of Children, Families and Community Health, be requested to circulate information on "Healthy Child Programme" to the Committee before the next meeting of the Committee.

8. Work Programme 2017-18

The Committee considered a report by the Director of Law and Democratic Services on the results of the work programme consultation and the suggested priorities for the work for the Municipal Year, 2017/18.

Resolved – (1) That the report be noted.

(2) That the work programme be updated to include items recommended by the Committee.

(3) That the Committee thanks all the contributors who had suggested topics for inclusion in the Committee's Work Programme for the Municipal Year, 2017/18.

NHS Swindon Clinical Commissioning Group

Children's Services Review

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Author: Executive Nurse, Swindon CCG
Wards: All Wards
Parishes Affected: All Parish Area

1. Purpose and Reasons

- 1.1 The purpose of this report is to provide the Children Health and Overview Committee with an overview of the progress of the children's review. The review was established as a strategic priority by Swindon Clinical Commissioning Group (CCG) in February 2016. During this period, data aligned to the autistic spectrum disorder (ASD) triggered the need for a strategic review of children's services commissioned via the section 75. The pathway demonstrated a significant increase in the number of children being referred to the Consultant led paediatric ASD assessment clinic within the Great Western Hospital, resulting in the Trust raising this as a concern and highlighting that this was having an impact on waiting times for clinic appointments. Further analysis of the paediatric ASD pathway resulted in the CCG being made aware of waiting time pressures within the children's therapy services.
- 1.2 The CCG therefore decided that a strategic review and analysis of the wider children's health system and services provided by the GWH, including paediatrics, Oxford Health Foundation Trust and the section 75 provision by Swindon Borough Council (SBC).
- 1.3 Services commissioned via Public Health services will be included in part two of the review.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the report.

3. Detail

Overview of current provision

- 3.1 Swindon community children's services are currently provided by multiple providers within acute and community block contract arrangements. In discussion with providers, there has been agreement with commissioners to review the breadth of services with recommendations about what the future for community children's' services should look like, incorporating best practice and adapting services to be able to meet increasing future demand whilst continuing to deliver high quality care

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- 3.2 The review has gathered quantitative and qualitative evidence and plans to actively engage with patient and service user groups regionally and nationally during phase 2.
- 3.3 This report establishes the findings to date on health services currently commissioned by the CCG and provided to children in Swindon.
- 3.4 The following departments have contributed to this review:
- Finance Team, Swindon CCG,
 - Children's and Safeguarding Leads, Swindon CCG
 - Informatics Team, Swindon CCG
 - Women's and Children's Department, Great Western Hospital
 - Children Services, Swindon Borough Council
 - Information and Performance Team, Swindon Borough Council
 - Public Health Team, Swindon Borough Council
 - Finance Team, Swindon Borough Council
- 3.5 Certain work streams, although forming part of the children services review have had to take priority, such as the work to decrease waiting times on the ASD pathway and the re-procurement of the Child and Adolescent Mental Health Services (CAMHS) across the STP.

Scope of the Review

- 4.1 The service review has concentrated on all community children's physical and mental health services provided across the whole system, including the three main contracts between the CCG and the Great Western Hospital, Swindon Borough Council Services and Oxford Health Foundation Trust. The review also includes transitions to cope with predicted demand for the next five years.
- 4.2 Key areas of delivery mapped:
- Acute and Urgent Care
 - Specialist Community Health Services including outpatient clinics
 - Education support services including counselling services
 - Public Health services for 0-18s
- 4.3 The report draws on the work of the Children and Young People's Mental Health Transformation Board, led by the Swindon CCG. Information has also been drawn from the 2016/17 SBC quality account for children young people's Health Services, and July 2017 CQC report on children's health services in Swindon.

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Individual Services Review – SBC Section 75 Children's

- 5.1 Swindon CCG currently funds £3,140,126 via the Children's section 75 with SBC. The report will focus the service provision element of this funding only.

Safeguarding and Meeting the Health Needs of Children Looked After (CLA)

- 6.1 To ensure compliance with the intercollegiate document for safeguarding, the CCG has increased funding and separated out the Designated Nurse and Named Nurse for Children Looked After, which created more capacity to meet the needs of Children Looked After
- 6.2 There are three WTE nursing posts within the borough, funded by Swindon CCG:
- Named Nurse for Child Protection in the community
 - Named Nurse for Children Looked After
 - Specialist nurse for Children Looked After
- 6.3 These posts are located within Swindon Borough Council Children, Families and Community Health. By funding these posts, the CCG intends to strengthen the health presence, engagement and co-operation within multi-agency safeguarding arrangements.
- 6.4 The CCG Designated Nurse for Safeguarding has reviewed all safeguarding children arrangements across all health providers in Swindon with the intention to further engage and support multi-agency safeguarding arrangements. is a first level paragraph
- 6.5 Several safeguarding children priorities for 2017/18 have been identified, these include:
- ensuring standards are in place across primary care to enable key health professionals to meet regularly to discuss known vulnerable children, to ensure GPs and Primary Care practice staff participate effectively in relevant safeguarding fora
 - prioritising succession planning for designated professional roles to maintain safeguarding leadership across the health community
 - reviewing its approach to securing a Named GP or equivalent for Primary Care
 - ensuring Primary Care Practice safeguarding leads are supported in their roles to improve safeguarding practice
 - ensuring the CCG has a more detailed understanding on the safeguarding, quality and performance arrangements of all providers delivering health care within Swindon

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- 6.6 The CCG has reviewed its performance mechanisms for gaining assurances from providers to ensure appropriate and effective governance arrangements are in place for safeguarding children. Processes implemented include:
- the introduction of a safeguarding reporting dashboard
 - an annual schedule of safeguarding children specific quality assurance visits within all providers
 - attendance at provider safeguarding committees
- 6.7 The CCG has responded to the need to drive improvements in safeguarding practice within Primary Care, identifying gaps and supporting their developments to ensure safeguarding standards are met. A review of General Practice is underway, with support to address identified areas of concern being put in place including the development of practice standards and KPIs for Local Safeguarding Children Board (LSCB) and ensuring the requirements of multi-agency panels such as MAPPA, MARAC and the Family Contact Point (FCP)/Multi Agency Safeguarding Hub (MASH) safeguarding team are included within GP safeguarding training.
- 6.8 The CCG has established a health safeguarding lead development day and are establishing a sub-group of the LSCB to further improve how health works collaboratively to safeguard children.
- 6.9 Oxford Health Foundation Trust and Great Western Hospital provide safeguarding leads through their contracts, and regular quality visits are conducted.
- 6.10 The service aims to provide a rapid and effective service in response to all new safeguarding concerns, where someone is concerned about the safety or wellbeing of a child or young person, or thinks they may be at risk of harm.
- 6.11 In 2016/17 the CCG invested in the MASH, and SBC recruited to a MASH Health Decision Maker and Health Administrator. It would be beneficial to conduct a review of the effectiveness of these posts over the next 18 months as part of the whole safeguarding review.
- 6.12 **Recommendation:**
Review the effectiveness of safeguarding arrangements and the health of looked after children as a whole system via the Safeguarding Named Nurse network and the development of a Swindon wide safeguarding dashboard over the next 18 months. Processes are being implemented to monitor the effectiveness of these posts going forward over the next 18 months.

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The Saltway Centre

- 7.1 The Saltway centre is a multiagency resource provision based in West Swindon. There are a number of health, social care and voluntary groups who work from and provide services through integrated teams to children and young people in Swindon, many of whom have long term conditions, special educational needs and/or disabilities, such as congenital (existing at birth), neurological (conditions of the nervous system), developmental (childhood milestones) and sensory processing conditions (movement and touch), which impact on physical and mental function.
- 7.2 Commissioned services operating from here are:
- The Paediatric Therapy Service
 - The Children's Complex Health and Continuing Care Service,
 - The Paediatric Speech and Language Therapy Service
- 7.3 These services are commissioned by Education, Health and Social Care, within SBC and the CCG who commission different elements and capacity of these service elements.

The Paediatric Therapy Service

- 8.1 The paediatric therapy team is made up of specialist children's physiotherapists and occupational therapists. The service provides a health therapy and support function and a local authority social care function. This team provides elements of health, social care, education and secondary care provider funded care.
- 8.2 The team provides:
- support to meet the needs of children and young people with conditions and or disabilities that cause a significant functional impairment for the child or young person,
 - clinical assessments of a range of complex conditions including orthopaedic, neurological, developmental, acquired and life limiting conditions, education health care plan (EHCP) assessments and assessments for children with ASD,
 - child-centred packages of therapy care and support,
 - training to voluntary groups, families, early years and school settings to support the development of day to day functional skills.
- 8.3 The SBC paediatric social care occupational therapy team deliver the statutory social care service for children and young people in Swindon. This team provides the home

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equipment and adaptations to meet the needs of children with specific functioning difficulties and disabilities.

- 8.4 In 17/18, the CCG has made additional investments into the specialist occupational therapy service to provide additional occupational therapy support for children with a diagnosis of ASD. This increases the number of children and young people who receive a package of care including assessment and up to 6 sessions of therapeutic intervention in from approximately 25 to 65 per year. Whilst it has been a challenge to appoint suitable staff for some time in the past, resulting in a delay in increasing capacity and reducing waiting times, the team are now attracting good applicants across the 3 therapy services and we are in the recruitment stage.

The Children's Complex and Continuing Care Service

- 9.1 This service addresses the needs of two groups of children: those meeting the eligibility criteria of the continuing care framework and those with complex health needs. The service is currently focussing on the commissioning and provision of continuing care.

Children's Continuing Care

- 10.1 The service assesses eligibility for continuing care and provides recommendations for the commissioning of support for children and young people who meet the Children's continuing care framework, which include breathing, nutrition, challenging behaviour, seizure management, mobility and communication.
- 10.2 The team then either directly provides this health care from a team of nurses and health care support workers in packages of care or supports other providers to deliver these in a family-centred way. This service is provided 24 hours per day, 365 days per year. Care is either provided flexibly by qualified staff or through carers directly employed by families and carers through a direct payment personal budget. Examples of continuing care support packages include end of life care, care for a tracheostomy providing support in school, to access social activities and respite care for the family and respite for children and young people who require invasive or non-invasive ventilation.
- 10.3 Swindon CCG are currently working closely with Swindon Borough Council on establishing a list of children currently eligible for Continuing Care funding, including pathways and systems for monitoring existing provision, in light of a forthcoming strategic move towards personalisation through the implementation of more personal health budgets required by NHSEngland.

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Children's Complex Care

- 11.1 The complex care team provides clinical nursing support to children and young people who have specific health care needs that cannot be met through universal services or the children's outreach nursing service (CONS) provided by GWH.
- 11.2 The clinical care provided supports a wide range of complex clinical care including
- The administration of intravenous medication and maintenance of intravenous access
 - The provision of specialist feeding care (enteral), support and specialist advice
 - The provision of sleep studies
 - The provision of clinical support to social activity groups for children with complex needs
 - The provision of training for parents and carers in complex care including care of tracheostomies, care of nasogastric tubes and gastrostomies and provision of specialist feeding
 - Support for some end of life and palliative care cases.
- 11.3 The service works closely with GP's other specialist health care providers, voluntary support groups including the Rainbow Trust and Jessie May and the local hospices.

The Paediatric Speech and Language Therapy Service

- 12.1 The paediatric speech and language therapy service is made up of speech and language therapists and assistants and is currently commissioned by health, education, secondary care and voluntary providers.
- 12.2 The Bercow report (2008 page 6) recognised that:
- "The ability to communicate is an essential life skill for all children and young people and it underpins a child's social, emotional and educational development".*
(Bercow, J (2008))
- 12.3 The service provides a range of assessment, therapy and care to support children and young people with feeding and swallowing difficulties, communication, speech difficulties and delayed language development, special educational needs and specialist services for fluency problems, children and young people with Downs Syndrome, Autistic Spectrum Disorders (ASD) and hearing impairment, as well as

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training to voluntary groups, families, early years and school settings to support the development of communication skills for all children and young people.

Portage / Koalas / Autism parenting classes run by Swindon Borough Council

- 13.1 These services are provided via the Saltway Centre, which was found to be an excellent resource for children and their families with additional needs in Swindon by the recent CQC inspection.
- 13.2 Portage is an early intervention service for children 0-5 who have global development delay.
- 13.3 Koalas is a pre-school playgroup for children with special needs. It provides those that meet the eligibility criteria, with the opportunity to play and develop in an environment designed to educate and stimulate.
- 13.4 The Cygnet Parents/Carer support programme
Evidence based, national programmes delivered locally. It is designed for parents and carers of children and young people aged 7-18 with an autistic spectrum condition.
- 13.5 All of the above provision delivers the following:
- increase parents understanding of their child's conditions
 - help parents develop their knowledge on how a child on the autistic spectrum experiences the world and what drives their behaviour
 - guide parents through practical strategies they can use with children
 - direct parents to relevant (ASC) resources
 - give parents the opportunity to meet with other parents who have had similar experiences and to gain support and learn from each other.

ASD diagnostic pathway

- 14.1 A recently completed benchmarking exercise has found that referrals to the paediatric pathway, including, but not solely relating to ASD, in Swindon are 3 times higher than the UK national average. This is likely to contribute to the long waiting times on the paediatric diagnostic pathway and the Paediatric Development Forum is currently prioritising the redefinition of referral criteria to the pathway. Additional funding has been agreed to run support groups for parents of children with challenging behaviour prior to a referral to the pathway, these are starting in September 2017. This will ensure that the families receive the right service at the right time in a timely manner. Regular reporting criteria has now been agreed for ASD and is monitored monthly.

Further information on the subject of this report can be obtained from Sally Smith, 01793 683700, communications@swindonccg.nhs.uk

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14.2 The Performance in relation to the Paediatric Therapy Service, the Children's Complex Health and Continuing Care Service and the Paediatric Speech and Language Therapy Service is reported in depth on a nine-monthly cycle via the SBC- led Children's Health and Performance meetings. This group meets quarterly and discusses service user feedback and observed practice/live supervision from each of the other services in details every quarter. Infection control and performance and review of compliments, concerns and complaints are reported quarterly. Documentation, record compliance and supervision audits take place six-monthly with appraisals compliance audits taking place annually. The children's commissioner is now attending these meetings regularly.

14.3 **Recommendation:**

- The newly established multi-disciplinary ASD strategy group to monitor trends on the ASD pathway and continue to prioritise the reduction of waiting times
- The CCG to bring the administration and co-ordination of the Children's Continuing Care Panel back into the CCG

SBC Family Support services

15.1 The CCG makes a financial contribution to the new Family Support Service providing targeted family support whilst universal support and some targeted support is offered by a number of other services across all ages in Swindon.

15.2 **Recommendation:**

The CCG to work jointly with SBC and evaluate the effectiveness of this new service once the service is fully operational and has data and information available. The council have agreed to share the quarter 1 performance framework with the CCG.

Children's placements

16.1 The Children's placement budget is variable each year, depending on the numbers of children and young people coming into care and the complexity of their presenting health and care needs.

16.2 For this report Placements are split into two criteria- children placed within Swindon Borough Council boundaries and those placed out of area.

16.3 The children placed **within the borough** can access all services commissioned by Swindon CCG as normal. **Out of area placements** may require additional funding,

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such as treatment for mental health issues through CAMHS¹. The Children's Commissioner works closely in relation to arrangements with the Designated Nurse for Children Looked After to ensure the health needs of the child are met and additional funding is authorised.

- 16.4 Children and young people's placements are funded through different sources such as education, social care and health either solely or in any combination.
- 16.5 Children requiring a high-cost placement involving social care/ health and/or education are presented by their current social worker to the **Creative Solutions Group**, a multi-disciplinary panel of professionals from different backgrounds including education, mental health, placements, health, finance, restorative youth justice and other services as required. The Children's Health commissioner attends these panels, and there is clinical mental health representation at this group.
- 16.6 The current terms of reference for the Creative Solutions Group overseeing all placement recommendations is currently under review.
- 16.7 As part of the children's services review, the CCG has developed a tool to identify specific health needs in relation to children and young people requiring a placement. This tool will help to highlight the child's health needs, which will then inform a funding decision to ensure these are being met appropriately. This tool is based on Department of Health guidance in relation to Children's Continuing Care and incorporates the same domains. The operational details on the implementation are still in progress.
- 16.8 It is important that the CCG has up to date information available on children that are health funded. Moving forward the CCG and SBC will work towards the implementation of a list containing the details of children and young people currently in a residential placement through either social care, health or education.
- 16.9 **Recommendation:**
- Implement a revised Terms of Reference for the current Creative Solutions Group for timely placement and funding decisions to be made.
 - Ongoing work to ensure that the reporting and sharing of information is robust and timely.

¹ See <https://www.england.nhs.uk/wp-content/uploads/2014/05/who-pays.pdf> for details

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Community Paediatrics- GWH

- 17.1 A review of paediatric admissions was completed by Dr Francis Campbell following an increase in hospital admissions. This review found challenges within the system, where children were waiting in ED to be seen by a paediatrician who was physically based elsewhere in the hospital. This could result in admissions to the Paediatric Assessment Unit to avoid a breach of the 4-hour target in ED. Further conclusions were:
- Prolonged jaundiced infants counting as admissions
 - Minor symptoms on presenting history that could potentially be dealt with by timely access to consultant level advice
 - Where paediatric review is needed but not the same day, Consultant level triage could move some of these current admissions to a Rapid Access Clinic model.
- 17.2 There is real innovation taking place in other acute trusts, e.g. the rolling out of the 'HandiApp', developed by several Trusts across the South west region. In Wiltshire, this app was rolled out in March and resulted in: 1116 downloads by parents and 379 downloads from medical staff (community) and 466 downloads by medical staff (acute trusts). This has reduced admissions. The CCG now need to further explore the benefits for Swindon as the baselines between Swindon and Wiltshire will be different.
- 17.3 Despite the overall children services review taking place, a separate review of the ASD pathway started in January 2017.
- 17.4 The last data available in March 2017 indicated there were 470 patients waiting for their first appointment within the GWH community paediatrics clinics and 351 booked first appointments. This totals 821 with an average waiting time of 41.8 weeks. Approximately 25% of children referred to the ASD service are discussed at the complex case meetings, where diagnosis requires a multi-agency discussion and cannot be completed by one clinician.
- 17.5 In response to the increased demand for ASD assessments and to support the required reduction in wait times, the CCG has agreed **£330,610** additional funding to procure the following additional resources:
- An additional Educational Psychologist Post to operate on the ASD pathway. This will improve access to assessment and help to identify issues with the assessment of attachment or Learning Difficulties, by greatly increasing the sensitivity and specificity of the diagnostic process. The post holder, due to commence in September 2017, will be employed by the Educational Psychology service in SBC and hosted by GWH.
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Further information on the subject of this report can be obtained from Sally Smith, 01793 683700, communications@swindonccg.nhs.uk

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- Following the transfer of Wiltshire paediatric services from GWH to Virgin Care last year, it was found that the number of patients did not decrease as expected, resulting in a funding shortfall. This was presented to Swindon CCG via a business case. As a result, £100,000k to fund 1 WTE Paediatric Consultant post within the GWH paediatric department was agreed.
 - The proposed impact is that Consultant personal assistant (PA) support will increase from September 2017 from 65.5 to 73. Some sessions will be delivered by an ADHD nurse and the Educational Psychologist, reducing the currently unfunded sessions delivered by consultants of 1.5. The proposal is that first appointments will see a reduction in waiting times from 40 weeks to 37 weeks by November.
 - There is room for innovation in that we could monitor the overall non-elective admission rates similar to other CCGs. This will also reduce the number of un-booked appointments and average waiting times in the department and increase clinic capacity. If there is a delay in the recruitment of this post, it is possible that the ASD clinics may be cancelled. This is currently being managed via the Paediatric Development Forum. This meeting is taking place monthly to seek re-assurance of the impact the additional funding will make and improvements to data flow in relation to current performance. Risks in regards to waiting times are also monitored here and will be mitigated through the Risk Register as and when required.
- 17.6 **Transitions:** GWHFT has reported significant success in achieving the 2-year piece of work in relation to the children in transition CQUIN. A full dataset is now in place dedicated to identifying transitions both within GWH and into the community. Further work is being completed in bringing services together and there is an appetite to explore the viability of GP practices identifying a transitions lead, following a northern model. A comprehensive website, designed and audited by young people, signposts self-referrals to information for 16yr+, including how to access work funding; help for young people with epilepsy, and many other subjects. Although the CQUIN has finished, the work will be ongoing and directly link to the wider SBC transitions programme with a roadshow planned at GWH in September 2017.
- 17.7 **Paediatric Advice Line:** This is an advice telephone line into GWH that GPs can use for advice on paediatric presentations to primary care. It is funded via a 'Payment by results' scheme, in that any call not resulting in an admission to the paediatric Assessment Unit is funded. There is no current data available on the use of this line for Swindon, therefore this has been requested.
- 17.8 Wiltshire CCG reported that from April -September 2016, 17 contacts were made to this line by Wiltshire GPs. Feedback from Wiltshire GPs was that the contact number
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Further information on the subject of this report can be obtained from Sally Smith, 01793 683700, communications@swindonccg.nhs.uk

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provided gave them access to generic admin staff in the first 2 instances, so they had to explain the purpose of their call and the necessity to be put through to paediatrics twice. The line was not deemed to be useful, hence the low usage.

17.9 Wiltshire GPs also have access to a similar scheme in a neighbouring acute trust, where this telephone line is staffed by a consultant paediatrician with a direct dial facility. This has resulted in a 37% reduction in referral rates and a 70% admissions avoidance rate for Wiltshire.

17.10 **Children with developmental Delay Pathway:** this pathway services children with a delay in two or more areas and are under 5 years of age, where urgent referrals to the service take priority (under 5s and safeguarding concerns).

17.11 Regular meetings are taking place between the director for women's and children at GWH and the CCG children's commissioner. Feedback has included

- Having the community paediatrics department based in the acute trust has advantages in terms of the accessibility of training and professional development to staff as part of a bigger organisation
- A clinical management team oversee the work of the paediatricians and have recently started to run peer support supervision sessions examining safeguarding and clinical practice across the department. Small groups of 3-4 paediatricians meet monthly to discuss individual cases in relation to safeguarding and clinical practice across the acute and community section, identifying improvements. In parallel, a business improvement group for community paediatricians is now examining cases brought by the Divisional Director for Women and Children.

17.12 Recommendations:

- CCG to monitor monthly admission rates to paediatrics
- CCG to consider rolling out the HandiApp
- GWH to consider moving to a different delivery model similar to that of other acute trusts, e.g. patient initiated follow-up (this reduced the number waiting to be seen in Wiltshire by 200 appointments)
- CCG to consider ringfencing the budget for paediatrics to ensure service delivery.
- Establish an ASD strategy group overseeing the wider ASD System to develop and monitor a specific strategy.
- To understand audit activity around the paediatric advice line
- Establish the difference the educational psychologist post will make to the ASD waiting times

Further information on the subject of this report can be obtained from Sally Smith, 01793 683700, communications@swindonccg.nhs.uk

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- Establish a QIPP group examining paediatric admissions and processes identifying new ways of working to avoid admissions
- Formalise transitions outcomes via quality schedule

Children's Mental Health Services

- 18.1 The transformation of current children's mental health services is currently a national priority² with multiple different funding streams reducing waiting times, increasing access to treatment and ensuring services are fit for purpose.

² Department of Health and NHS England: Future in Mind, Children and Young People's Mental Wellbeing

CAMHS transformation programme

- 18.2 Details can be found in the Swindon Transformation Plan for Children and Young People's Mental Health and Well Being 2015-2020. A refresh of this strategic plan is due in October and all parties across the council and SBC and the voluntary sector are involved in the refresh of the strategic direction of this plan.
- 18.3 In June 2017, the CCG agreed the investment for the establishment of a mental health liaison worker post based at the Great Western Hospital.
- 18.4 Swindon CCG and SBC have also agreed to tri-fund participation of all schools in the ELSA programme, an evidence based programme to enable schools to address mental health needs of children young people themselves, by strengthening their pastoral offer.
- 18.5 Details can be found here:
http://www.elsanetwork.org/index.php?option=com_content&view=article&id=14&Itemid=20
- 18.6 Both recommendations have been supported by the CCG and investment agreed.
- 18.7 **Recommendations:**
- refresh the CYP Mental Health Transformation Plan as a partnership involving the voluntary sector, parents and carers and all statutory and commissioned partners

² Department of Health and NHS England: Future in Mind, Children and Young People's Mental Wellbeing

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- Monitor the effectiveness of all intervention.

18.8 In Swindon, there are three different providers of children's mental health services:

- ONTRAK
- Targeted Mental Health Services (TAMHS) – tier 2 and
- Child and Adolescent Mental Health Services (CAMHS)- tier 3

18.9 ONTRAK and TAMHS are provided by SBC, CAMHS services are commissioned from Oxford Health Foundation Trust, now directly by the CCG and no longer via the section 75.

SBC Counselling support for young people, ONTRAK

18.10 ONTRAK is a counselling service run by Swindon Borough Council, overseen by the Restorative Youth Services. This service is currently the only service accepting self-referrals within the mental system for young people and is highly regarded by children and young people. Some performance data has been requested and the service is working closely with the CCG to develop further outcome measures as well as cleansing the current data to establish a clearer picture of those accessing the service and their outcomes. There is significant work in progress to align the service within the wider children and young people's mental health system. Waiting times are significant and ONTRAK has recently joined the Single Point of Access.

18.11 Recommendation:

Continue to develop outcome measures, cleanse the data and design seamless services across counselling/ mental health pathway with SBC and CCG as part of the wider Mental Health Transformation Project.

Targeted Mental Health Services (TAMHS)

18.12 Core TAMHS Service is funded by SBC and the CCG, with schools buying additional services to support pupils within their schools.

TAMHS CCG funding element:

18.13 Originally, the CCG provided a block contribution to the service. As part of the CAMHS transformation agenda, additional funding was identified to support the single point of access for both TAMHS and CAMHS. Additional posts were established to reduce the waiting time of children and young people accessing mental health services and to minimise the potential of children and young people falling through the gap.

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18.14 This review of TAMHS highlighted a number of areas of good practice and also areas for future development. These will be formalised via the refresh of the CAMHS Transformation Plan, due in October 2017.

18.15 Areas for future development are:

- The continued improvement of data and the reporting to the National Minimum dataset and required data cleansing.
- Establishing a clear understanding of the specific needs in relation to children and young people's mental health in different schools, as this potentially varies by geography.
- Developing a specific risk assessment tool with clinical services.
- Establish good processes for information sharing across ONTRAK, TAMHS and CAMHS.
- Ensuring that the current split commissioning arrangements across 2 different providers does not impact on the holistic service provision required for children young people resulting in an escalation of children and young people's complexity, and them therefore requiring more complex and higher level interventions.
- The tier three service provider is involved with clinical fellowships and research in universities and have secured £4.6m additional funding to deliver digital innovation and transformation. They are developing apps for mobile technology young people can access 24 hours and in their own homes. There is a need to establish with Oxford Health how Swindon and young people would be able to benefit from this innovation. We will endeavour to take this through the Sustainable Transformation Partnership (STP).
- How agencies in Swindon refer to TAMHS and how this rising demand in service can be met within a finite resource. This is currently work in progress and supported by the CCG, who is looking to work in partnership with SBC to assist the delivery of additional training for referrers, e.g. GPs. The service has recently revised its referral criteria, in partnership with the GP forum and the CCG. This work has been completed and aligned with clinical tier two services in other areas.
- A need to deliver group work interventions to meet the increasing demand of children young people accessing Mental Health Services. The development of this is being mirrored by the tier three provider.
- There is a need to establish a robust performance monitoring arrangement between the CCG and SBC for this service. Both organisations are currently working closely together to establish the reporting framework to evidence the outcomes achieved by the service in the line with national reporting requirements.
- Whilst there is currently no short-term plan for this service to move to self-referral, it is acknowledged by SBC that evidence would suggest that a move towards the acceptance of self-referrals seems the best way forward. The actual realisation of

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this ambition will take some time to implement and this will need to be progressed via the Transformation Plan refresh

18.16 Across Wiltshire and BaNES, the service is commissioned differently, with a holistic tier two and three service model operating following the Anna Freud 'Thrive' model. This model is "tierless", integrated and fully promoted by the national NHS England "Future in Mind".

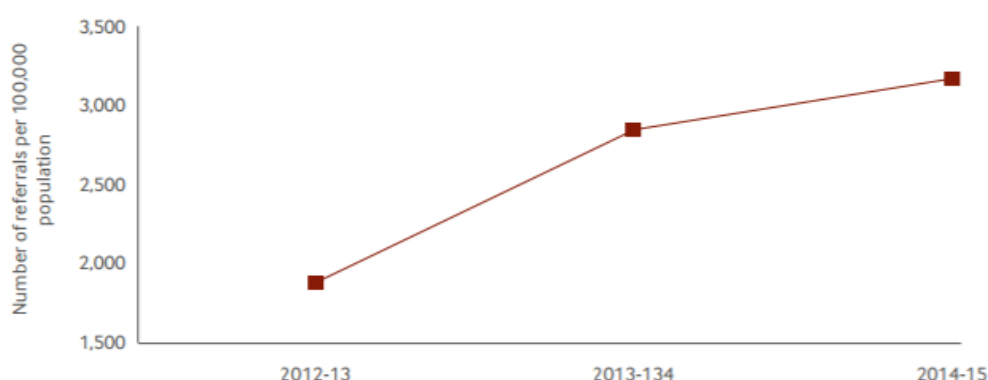
18.17 Recommendation:

- Ensure the holistic service delivery across a split service model after April 2018. Continue to monitor this closely and consider a different commissioning model if deemed appropriate by SBC and CCG.
- Establish robust performance monitoring arrangements.
- Negotiation across the STP partnership to access digital innovation.

Tier 3 CAMHS

19.1 Tier 3 CAMHS are reporting an increase in referrals by 31% from last year and state that all referrals are appropriate. There has been a national increase in CAMHS referrals and the national numbers of young people in CAMHS services as reported on the national dataset are not accurate, which has been acknowledged by NHS England.

Figure 2: Referrals to community CAMHS services per 100,000 population



Source: NHS Benchmarking of UK wide services NB: The increases in referrals may be reflective of the different mix of providers taking part in the different years, as well as an overall increase in demand and service provision for CAMHS. However, the data does suggest that the referrals have increased from 2013-2015.

Further information on the subject of this report can be obtained from Sally Smith, 01793 683700, communications@swindonccg.nhs.uk

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19.2 These services are currently subject to robust performance monitoring and were not part of this review. However, the wider children young people's mental health transformation agenda requires ongoing partnership working and will continue to be monitored as part of the transformation plan.

19.3 **Recommendations:**

- SBC and CCG to consider the wider requirements of the Children and Young People's Mental Health transformation programme and its effectiveness, considering longer term outcomes for children and young people across all provision.
- Ensure the holistic service delivery across a split service model after April 2018. Continue to monitor this closely and consider a different commissioning model if deemed appropriate by SBC and CCG

4. Alternative Options

4.1 None.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

5.1 Additional funding may be requested in phase 2 of the review (June 2017-November 2017) or existing funding allocation may be changed. This will be subject to Equality Impact Assessments

Legal and Human Rights Implications

5.2 The children's services review is aimed at improving outcomes for children and their families, by achieving improved access to services that meet the needs of the child.

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

5.3 None in phase 1.

Diversity Impact Assessment

5.4 None.

Risk Management

5.5 Currently in place via the risk register/GBAF.

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6. Consultees

- 6.1 The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

7. Background Papers

- 7.1 None.

8. Appendices

- 8.1 None.

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Education Health & Care Plans

Children's Health, Social Care & Education Date: 20th September 2017 Overview & Scrutiny Committee

Author:	Director of Children's Services
Wards:	All Wards
Locality Affected:	All Locality Areas
Parishes Affected:	All Parish Areas

1. Purpose and Reasons

- 1.1 This report provides information on Special Education Needs and Education, Health and Care plans (EHCP) and the process involved in obtaining and EHCP for children and young people.
- 1.2 The report is necessary to provide background information for the committee workshop. This will enable committee members to have better informed debate and discussion about the EHCP process, the range of professional organisations which may be involved and an understanding of the co-production process with parents/carers and children and young people.
- 1.3 This report links directly to Priority 2 of the Council's vision for 20130 "To offer educational opportunities that lead to the right skills and the right jobs in the right places".

2. Recommendations

The Committee is recommended to:

- 2.1 To note the contents of the report and the work being undertaken on EHCPs by the council and its partners.

3. Detail

What is an EHC plan?

- 3.1 EHC plans were introduced as part of the Children and Families Bill (2014) which introduced a range of reforms relating to special educational needs and disability legislation. They replaced statements of special educational needs with a broader plan which includes social care and health needs. It also includes a change in the process to involve parents/carers and children and young people much more in the process of producing an EHC plan. This is called co-production.
- 3.2 An EHC Plan is a forward looking aspirational statutory document that captures the long term ambitions of the child or young person (0-25 years) and specifies the outcomes as well as the necessary provision to meet their SEND needs. EHC plans should set out how services will be delivered as part of a whole package

Further information on the subject of this report can be obtained from Peter Nathan, 01793 463067, pnathan@swindon.gov.uk.

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and explain how best to achieve the outcomes sought across education, health and social care for the child or young person.

- 3.3 A coordinated EHC Assessment brings together professionals from education, health and care to work in partnership with families to listen, understand and plan support to enable their children to achieve the best possible quality of life. One of the aims is to improve information sharing, so that the family does not have to keep repeating their story to different professionals and organisations.
- 3.4 The EHC Plan is reviewed at least annually. In between annual reviews, you may have team around the child/family meetings. This process will all contribute to the EHC Plan and measuring the progress towards the agreed outcomes

4. Who can request an EHC plan?

- 4.1 An EHC assessment can be requested by
- A child's parents
 - A young person over the age of 16 but under 25
 - A person acting on behalf of a school or post-16 institution (this should be with the knowledge and agreement of the parent or young person, where possible)
 - An individual (e.g., foster carer, health and social care professional, early years practitioner, youth offending team or probation service, those responsible for education in custody, school or college staff or a family friend) who has specific concerns and thinks that an EHC assessment may be necessary. This should be done with the knowledge and, where possible, agreement of the child's parent or the young person.
 - Children and young people under 19 in youth custodial establishments also have the right to request an assessment for an EHC Plan. The child's parent, the young person themselves or the professionals working with them can ask the home local authority to conduct an EHC needs assessment while they are still detained. The process and principles for considering and carrying out an assessment for young offenders in custody remains the same as for all children and young people.
- 4.2 Within six weeks of an EHC needs assessment request being made the local authority must determine whether an EHC needs assessment is necessary and communicate the outcome of their decision to the child's parents or to the young person. In considering whether an EHC needs assessment is necessary, the local authority will consider whether there is evidence that, despite the early years

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provider, school or post-16 institution having taken relevant and purposeful action to identify, assess and meet the special educational needs of the child or young person, the child or young person has not made expected progress.

- 4.3 Early years providers, schools and colleges should make regular assessments of progress for all pupils. These should seek to identify children and young people making less than expected progress given their age and individual circumstances. This can be characterised by progress which:

- is significantly slower than that of their peers starting from the same baseline;
- fails to match or better the child's previous rate of progress;
- fails to close the attainment gap between the child and their peers;
- widens the attainment gap.

This may be recorded, reviewed and evaluated through an Early Help Record and Plan or other statutory plans in place such as a child in need plan.

- 4.4 The local authority will use a range of evidence to determine whether an EHC assessment is necessary. The EHC assessment and plan process is underpinned by the principles of participation and transparency. Therefore, in determining whether an EHC assessment is necessary, the local authority will take into account the views, wishes and feelings of the child and his or her parent, or the young person. In addition, the local authority has a statutory duty to contact:

- the health service (the relevant Clinical Commissioning Group (CCG) or NHS England where it has responsibility for a child or young person);
- local authority officers responsible for social care for children or young people with SEN;
- where a child attends an early years setting, the manager of that setting;
- where a child or young person is registered at a school, the head teacher (or equivalent);
- where the young person attends a post-16 institution, the principal (or equivalent).

- 4.5 The decision of whether to consider an EHC assessment is weighed against a wide range of evidence and in particular:

Further information on the subject of this report can be obtained from Peter Nathan, 01793 463067, pnathan@swindon.gov.uk.

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- evidence of the child or young person's academic attainment (or developmental milestones in younger children) and rate of progress;
 - information about the nature, extent and context of the child or young person's SEN;
 - evidence of the action already being taken by the early years provider, school or post-16 institution to meet the child or young person's SEN and the impact of such action;
 - evidence that where progress has been made, it has only been as the result of much additional intervention and support over and above that which is usually provided;
 - evidence of the child or young person's physical, emotional and social development and health needs, drawing on relevant evidence from clinicians and other health professionals and what has been done to meet these by other agencies, and
 - where a young person is aged over 18, the local authority will consider whether the young person requires additional time, in comparison to the majority of others of the same age who do not have special educational needs, to complete their education or training. Remaining in formal education or training should help young people to achieve education and training outcomes, building on what they have learned before and preparing them for adult life.
- 4.6 For information about the EHCP process, there is a considerable amount of information on the Swindon My Care My Support website on <http://mycaremysupport.co.uk/> which incorporates the local offer. This also has direct links to the Department for Education website which has further information about the SEND reforms.
- 4.7 It is a statutory duty that the EHC plan process will be completed in 20 weeks at most from the initial request for an assessment to its completion. In Swindon, this process was often taking too long with the percentage being completed within 20 weeks being well below the national average. This was reviewed by the SEND board and considerable work was undertaken to address this. Completion rates within timescales now are usually at 90% plus (monthly) which is much higher than the national average (around 70%).
- 4.8 There is also an expectation that by April 2018, all children and young people who were previously on statements of special educational need, would have these converted into EHC plans. Grant funding has been provided by the DfE to fund this process and this ends in March 2018. Swindon is currently on target to carry
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Further information on the subject of this report can be obtained from Peter Nathan, 01793 463067, pnathan@swindon.gov.uk.

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out all these conversions but the challenge is to ensure the temporary staff engaged to carry out this work, stay in post to complete all the conversions to time.

- 4.9 Currently, 3.7% of children and young people have EHC plans or statements in Swindon which is much higher than the national average of 2.8%. This is a slight reduction from 2016 and may be showing a reversal of the rising trend which had been in place over a number of years. This means that 1612 EHC plans or statements are currently in place for children and young people.
- 4.10 Children and young people with EHC plans often stay in their own mainstream school receiving support as needed to meet their additional needs. Alternatively they may attend a special school of which there are 6 in Swindon. In addition, there are 13 specialist resource provisions within primary and secondary schools. These provide specialist support for a range of special needs but are based in mainstream schools to allow access to mainstream education and their peers.
- 4.11 Alternative Options
- 4.12 There are no alternative options in this case as this is a statutory process.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The grant funding provided by the DfE ends in March 2018, this was provided to cover the cost of converting the statement of Special Education Needs into an EHCP. The additional workload of assessing and maintaining EHCP's up to the age of 25 is likely to require additional resources which could result in a cost pressure of up to £60k in 2018/19

Legal and Human Rights Implications

- 5.2 There are no legal or human rights implications

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.3 There are no other implications.

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment has not been completed for this report because the report is an information report to inform a scrutiny workshop. No decisions are being made in this report other than to note the statutory process involved in the EHC plan process.

Further information on the subject of this report can be obtained from Peter Nathan, 01793 463067, pnathan@swindon.gov.uk.

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Risk Management

- 5.5 There are no risk management implications in this report

6. Consultees

- 6.1 The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

7. Background Papers

- 7.1 These can be found on the <http://mycaremysupport.co.uk/> as referred to in the body of the report.
- 7.2 At this committee in March 2017, a self-evaluation of SEND in terms of a possible local area inspection in Swindon was presented to the meeting and is a useful background paper for this meeting.

8. Appendices

- 8.1 There are no appendices.

Work Programme 2017/18

Children's' Health, Social Care and Education Overview & Scrutiny Committee

Date: 20th September 2017

Author:	Director of Law & Democratic Services
Wards:	All Wards
Locality Affected:	All Localities
Parishes Affected:	All Parish Areas

1. Purpose and Reasons

- 1.1 Each Overview and Scrutiny Committee is requested to have a work programme that details the activities that it will be undertaking during the Municipal year.
- 1.2 The work programme details the various topics and issues that each Committee intends to look into during the coming year with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies/bodies to consider.
- 1.3 Under the Council's Constitution, Overview and Scrutiny Committees are required to agree a work programme at the start of the municipal year outlining their priorities and likely outcomes of considering these issues.

The work programme is developed taking into account:

- Corporate priorities and objectives, including the Cabinet Forward Plan.
 - Partnership strategic priorities and objectives.
 - The interests and concerns of Members, Council officers, members of the public and other stakeholders such as community and voluntary groups and local businesses.
- 1.4 Committees are encouraged to review the work programme on a regular basis to ensure it remains relevant and to prioritise the workload of the Committee.
 - 1.5 Members are reminded that the work programme must also take into account:
 - The workload of the Committee and of individual members.
 - The capacity of the Scrutiny Unit and other officers to support a review.
 - The resource implications of carrying out a review.
 - The timescales for a review.
 - The most appropriate method of carrying out a review e.g. Committee meeting, Task Group, Member Champion review.
 - 1.6 The Local Government and Public Involvement in Health Act 2007 have presented the Children's Health, Social Care and Education Overview and Scrutiny Committee with a role, remit and powers regarding local health matters.

Further information on the subject of this report can be obtained from Contact Rita Glen-Gallo, 01793 463410, rglen-gallo@swindon.gov.uk

Work Programme 2017/18

Children's' Health, Social Care and Education Overview & Scrutiny Committee

Date: 20th September 2017

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- 1.7 The Children's Health, Social Care and Education Overview and Scrutiny Committee is encouraged to be mindful of its role and remit when considering a work programme for the 2017/18 Municipal Year.

2. Recommendations

The Committee is recommended to:

- Consider and discuss the Chair's proposal for the 2017/18 work programme.
- Approve the proposed Work Programme for the 2017/18 Municipal year.
- Appoint Members to any Task Groups agreed by the Committee.

3. Detail

- 3.1 It is important that Overview and Scrutiny adds value to the work of the Council and the Borough and produces tangible outcomes for local people that result in real service improvements. Selecting the right topics is crucial to ensure that Overview and Scrutiny will be effective.

The work programme will be reviewed at every Committee meeting or as the Committee sees fit to ensure that it remains relevant and that Members and Officers have sufficient capacity to effectively achieve its objectives.

- 3.2 The Work Programme attached at Appendix 1 includes these suggestions and the Committee is asked to approve the work programme for the 2017/18 Municipal year.
- 3.3 Members of the Children's Health, Social Care and Education Overview and Scrutiny Committee are encouraged to work with Cabinet in the best interests of the Borough and to take into account the priorities and suggestions of Cabinet as detailed in the Cabinet Work Programme and Forward Plan, attached at Appendix 2 when considering the contents for their work programme.
- 3.4 In addition, attention is drawn to the Scrutiny Process Flowchart, attached at Appendix 3, which is aimed at assisting the Committee in identifying how they could influence policy development.

Task Group Reviews

- 3.5 The Committee is required to undertake individual reviews throughout the municipal year and proposals for reviews should be proposed and discussed at the Committee meeting.

4. Alternative Options

- 4.1 The Committee can choose not to have a detailed work programme although it is recommended that it is best practice to do so.

Further information on the subject of this report can be obtained from Contact Rita Glen-Gallo, 01793 463410, rglen-gallo@swindon.gov.uk

Work Programme 2017/18

Children's' Health, Social Care and Education Overview & Scrutiny Committee

Date: 20th September 2017

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no financial or procurement implications arising as a result of this report. Any expenditure arising as a result of an item on the Committee's work programme will be met by the Overview and Scrutiny Support budget, subject to the approval of the Committee.

Legal and Human Rights Implications

- 5.2 Section 21 of the Local Government Act requires every local authority to establish an overview and scrutiny function to hold the Executive to account, undertake policy development and review, monitor and improve performance.

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.3 There are no other direct implications arising as a result of this report. Any further implications will be identified when a topic is reviewed by the Scrutiny Committee and in any recommendations made by the Scrutiny Committee.

Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment is required at this stage, any DIA that is required during review of topics included within the work programme will be identified at the appropriate stage.

Risk Management

- 5.5 No risk management issues have been identified at this stage. Any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any recommendations.

6. Consultees

- 6.1 The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

7. Background Papers

- 7.1 None.

8. Appendices

- 8.1 Appendix 1 – Work Programme for 2017/18.
- 8.2 Appendix 2 – Cabinet Work Programme and Forward Plan for the period 21st August 2017 to 21st August 2018.

Further information on the subject of this report can be obtained from Contact Rita Glen-Gallo, 01793 463410, rglen-gallo@swindon.gov.uk

Work Programme 2017/18

Children's' Health, Social Care and Education Overview & Scrutiny Committee

Date: 20th September 2017

8.3 Appendix 3 – Scrutiny Process Flowchart.

Children's Health, Social Care and Education **Work Programme 2017 - 18**

Terms of Reference of the Committee

To fulfil all the functions of an overview and scrutiny committee as they relate to: –

- The review, scrutiny, and development of policy recommendations.
- The management of performance.
- The monitoring of progress towards delivering relevant strategies and corporate priorities.
- The formulation of advice for the Cabinet, Council and other partners and stakeholders.

To have specific responsibility for (but not limited to) the scrutiny of:–

- The performance of services for children towards agreed local and national Performance Indicators.
- The quality of provision and effectiveness of Local Authority strategies to raise standards of education within Swindon.
- Specialist social services and integrated social services for children and young people in Swindon.
- The delivery of services to children and young people in Swindon generally.

In addition, as these relate to Children and Young People:

- The performance of services seeking to deliver healthy communities towards agreed local and national performance indicators.
- Health, health commissioning and service delivery.
- Public Health, Health promotion and the work of the Health and Wellbeing Board.
- Health Integration and collaborative working and commissioning with Health agencies and providers and General Practitioners.

In accordance with Section 7 of the Health and Social Care Act 2001 (as amended), the Children's Health, Social Care and Education Overview and Scrutiny Committee will undertake scrutiny of local health service providers jointly with the Adult's Health, Social Care and Housing Overview and Scrutiny Committee.

Review of the Work Programme

The work programme will be reviewed at every meeting of the Children's Health, Social Care and Education Overview & Scrutiny Committee to ensure that it remains relevant, to ensure that Members and Officers have sufficient capacity to deliver the work programme and to include any additional items on the work programme, if appropriate.

Contact details

Committee Officer: Rita Glen-Gallo
Email: rglen-gallo@swindon.gov.uk
Tel: 01793 463611

5th July 2017		
Theme/Scope: Work programme and Health theme – Hospital Quality Account and CCG Children's Review		
Item	Objectives	Witnesses
Co-optees Appointment	To confirm the appointment of Co-optees to the Committee.	Chair
Annual Quality Accounts for The Great Western Hospital 2016-17	To update the Committee.	Kevin McNamara – Great Western Hospital
Clinical Commissioning Group - Children's Services Review (Postponed)	To update the Committee.	Gill May – Clinical Commissioning Group
Performance Report	To provide a detailed report on the Children's Services performance.	Phillipa Lamb / Peter Nathan/ Maria Young
Work Programme discussion	To set the work programme for the forthcoming municipal year.	All

20th September 2017		
Theme/Scope: Disabilities and Special Educational Needs		
Item	Objectives	Witnesses
Education and Health Care Plans	<ul style="list-style-type: none"> To update the Committee on the national model and expectations and the challenges facing services to implement E&HCP To include exploration of the effectiveness of provision; services and Special Resource Provision in school settings: Guidance available to parents re pathways for Autism/ ADHD.ADD diagnoses. 	<p>To run as a workshop style and to involve a Head Teacher; parent; SENAT; SEND & EP</p> <p>Peter Nathan to lead/ arrange</p>
Clinical Commissioning Group – Children's Services Review	To update the Committee.	Gill May – Clinical Commissioning Group

29th November 2017		
Theme/Scope:– Children's Mental Health and Wellbeing		
Item	Objectives	Witnesses
TAMHS	<p>Update the Committee on mental health of young people</p> <ul style="list-style-type: none"> Challenges and opportunities the service has encountered in the past year Reasons for any delay in assessments and if this is a factor in school exclusions? 	Maria Young
CAMHS	<p>Update the Committee on mental health of young people.</p> <ul style="list-style-type: none"> To include challenges, evidence of need and impact Update on re-commissioning of CAMHS CCGs overview of children's mental health pathways 	Thomas Kearney/ Gill May

29th November 2017		
Transitions to adulthood	Update the Committee to include: <ul style="list-style-type: none"> Challenges and opportunities the service has encountered in the past year Transition to adult mental health, effectiveness, outcomes, challenges, issues, opportunities. 	Gill May, Clinical Commissioning Group
Performance of Children's health services	<ul style="list-style-type: none"> Detailed report on the Children's Services performance. Informing the Committee of the latest indicators across Children's Services. Detailed performance report on children's area -overview/issues Detailed performance report on children's area -overview/issues 	Phillipa Lamb / Peter Nathan/ Maria Young Kevin McNamara, GWH Gill May, Clinical Commissioning Group
Clinical Commissioning Group	6 month plan - The future of Primary Care Services	Gill May
Council Tax Exemption for Care Leavers	To update the Committee on the Council Tax Exemption for Care Leavers.	Maria Young
Youth Council and Youth Parliament	To introduce Youth Parliament members; receive details of the Youth Council's work for the 2017/18 period and to give the Committee an opportunity to identify any issues raised that Overview and Scrutiny can assist with.	Paul Dobson/ Claire Smith

24th January 2018		
Theme/Scope: Education and School Standards		
Item	Objectives	Witnesses
Education Standards	To provide the Committee with an overview and highlight challenges and progress in the following areas: <ul style="list-style-type: none"> Academy performance LA Education Plan Exam/ progress results Exclusions –progress in reducing 	Peter Nathan, To Invite Chairs of SAPH and SASH Committee
Clinical Commissioning Group	To update the Committee on the Digital Roadmap	Gill May
Youth Forum and Youth Parliament	To update the Committee – Feedback on actions during terms of office.	Paul Dobson

21st March 2018

Theme/Scope: Childrens Safeguarding and Children's Social Work

Item	Objectives	Witnesses
Front Door Referrals & Threshold	To provide the Committee with the an update on: <ul style="list-style-type: none">• Progress of the MASH and Thresholds work• Brief outline of what's known about the new Childrens Ofsted framework	Maria Young
Social work update	<ul style="list-style-type: none">• Progress in the quality of social work, feedback from the Principal Social Worker and Social Work Health Check	Maria Young and Fiona Francis
Safeguarding	<ul style="list-style-type: none">• To receive a report on Child Sexual Exploitation, Female Genital Mutilation, Honour Based Violence and Domestic Abuse	Maria Young & Gill May
Performance of Childrens health services	<ul style="list-style-type: none">• Detailed report on the Children's Services performance. Informing the Committee of the latest indicators across Children's Services.• Detailed performance report on children's area -overview/issues• Detailed performance report on children's area -overview/issues	Phillipa Lamb / Peter Nathan/ Maria Young Teresa Harding / Julie Marshman, GWH Gill May, Clinical Commissioning Group

Swindon Borough Council

CABINET WORK PROGRAMME AND FORWARD PLAN

11 August 2017 - 21 August 2018 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 04/09/17)

Key Decisions are defined as:

decisions that are likely to be significant in terms of spending or savings having had regard to the Council's budget for that particular service or function, and

decisions that are likely to have a significant impact on two or more Council wards.

If you wish to make your views known on any matter set out in this work-plan, please contact the relevant Cabinet Member or the contact officer identified.

Councillor:	Portfolio:
David Renard	Leader of the Council and Chair of Cabinet
Russell Holland	Deputy Leader of the Council, Vice Chair of Cabinet, and Cabinet Member for Finance and Commercialisation
Oliver Donachie	Cabinet Member for the Economy and Skills
Toby Elliott	Cabinet Member for Strategic Planning and Sustainability
Fionuala Foley	Cabinet Member for Children's Services and School Attainment
Brian Ford	Cabinet Member for Adults' Health and Social Care
Mary Martin	Cabinet Member for Communities and Place
Cathy Martyn	Cabinet Member for Housing and Public Safety
Garry Perkins	Cabinet Member for Regeneration
Keith Williams	Cabinet Member for Corporate Services and Digitalisation

Cabinet Member Decisions Proposed for July/August 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Property in Walcot - Acquisition	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	<p>Councillor Kevin Small .. happy for purchase to go ahead .. good opportunity to purchase a property (to) benefit the local community ..</p> <p>Councillor Stan Pajak .. not against proposal .. proposal for the site after acquisition?</p> <p>Councillor Steve Allsopp – happy with the detail .. future options (to) look at site as whole including car park .. and land adjacent.</p> <p>Councillor Abdul Amin .. fully support(s) the proposed action.</p> <p>Councillor Emma Bushell .. supportive of these proposals.</p>	Corporate Director of Resources and Growth Head of Property Assets	Property in Walcot Swindon Acquisition NOT FOR PUBLICATION

				<p>Officers advise that comments on future uses will be taken into account in the options appraisal to be carried out after acquisition.</p> <p>Date of Notice:</p> <p>16th August 2017</p>		
On Street Pay Places	No	Cabinet Member for Economy and Skills	Cabinet Member for Economy and Skills	<p>Councillors Junab Ali, Stan Pajak, Paul Dixon and Julie Wright – No comments received.</p> <p>Councillor Dave Wood – confirmed that ward members for Eastcott and Central were in agreement, in relation to the recommendations for Commercial Road.</p> <p>Councillor Bob Wright commented On Commercial Road parking issues and the need for a wider conversation on Parking (to be arranged). He supported thins moving</p>	<p>Corporate Director of Communities and Housing</p> <p>Jason Humm, Head of Highways & Transport</p>	On Street Pay Places

				<p>forward. Councillor Wright also commented on Harding Street. Officers confirm that it will be at least 12 months or more before there is anything permanent on that site.</p> <p>Date of Notice: 21st August 2017</p>		
Response to the Consultation on Changing the Number of Councillor Members on the Dorset and Wiltshire Fire Authority	No	Leader of the Council	Leader of the Council	<p>The Leaders of the Opposition Political Party Groups, Councillors Jim Grant and Stan Pajak, were consulted and both supported the recommendations.</p> <p>Date of Notice: 24th August 2017</p>	Corporate Director of Resources and Growth Director of Law & Democratic Services (Monitoring Officer)	Response to DWFRA consultation

Cabinet Meeting Date - 6th September 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Social Enterprise & Inclusion	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 13 th July 2017	Corporate Director of Resources and Growth Head of Revenues and Benefits	N/A
Skills and Employment Strategy	No	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 6 th February 2017	Corporate Director of Resources and Growth Sally Burnett sburnett@swindon.gov.uk	N/A
Draft Economic Strategy	No	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 16 th September 2016	Corporate Director of Resources and Growth Trudy Godfrey	Cabinet Minute 124 2016/17 refers
References from the Health and	No	Cabinet Member for Adult's Health and	Cabinet	N/A Date of Notice: 13 th July	Corporate Director of Resources and Growth	

Wellbeing Board		Social Care		2017	Director of Law & Democratic Services (Monitoring Officer)	
Swindon Borough Local Development Scheme Review 2017	Yes	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice: 13 th April 2017	Corporate Director of Resources and Growth Phil Smith psmith@swindon.gov.uk	N/A
Annual Review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A Date of Notice: 13 th September 2016	Corporate Director of Resources and Growth Director of Law & Democratic Services (Monitoring Officer)	
Kimmerfields Strategic Programme (to include motion referred from Council on 13th July 2017)	Yes	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 18 th May 2017	Corporate Director of Resources and Growth Deborah Heenan	Council Minute 20 2017/18 refers
Final Draft Swindon & Wiltshire Strategic Housing Market	No	Cabinet Member for Strategic Planning and Sustainability, Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 17 th July 2017	Corporate Director of Resources and Growth Head of Planning, Regulatory Services & Heritage	N/A Tracker SHMA 2017

Assessment and Functional Economic Area Assessment						
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Cabinet Meeting Date - 18th October 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Dorset and Wiltshire Fire and Rescue Service - A Review of the Merged Service	No	Cabinet Member for Housing and Public Safety	Cabinet	N/A Date of Notice: 23 rd August 2017	Chief Executive	N/A
2017-18 Budget Management, 2018-19 Draft Budget and Medium Term Resourcing Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 21 st October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Forward Swindon Ltd - review of role and remit	No	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 21 st March 2017	Corporate Director of Resources and Growth Corporate Director of Resources and Growth	N/A
2020 Renewables target, the achievement of	Yes	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice: 21 st March 2017	Corporate Director of Resources and Growth Corporate Director of Resources and Growth	Cabinet Minute 60(9) 2016/17 refers

"subsidy free solar projects and the reduction of Council energy costs by at least 20%						
Lydiard House and Park - Business Transfer Agreement and Lease	Yes	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 21 st March 2017	Corporate Director of Communities and Housing	Cabinet Minute 107 (2016/17) refers
Swindon Museum and Art Gallery - Revenue Support	Yes	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 2 nd August 2017	Corporate Director of Resources and Growth Head of Planning, Regulatory Services & Heritage	N/A
County Ground Recreation Improvements and Asset Transfer'	No	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 9 th August 2017	Corporate Director of Resources and Growth Kathy Sherratt ksherratt@swindon.gov.uk	N/A
Swindon - A Learning Town	No	Cabinet Member for Children's Services and School	Cabinet	N/A Date of Notice: 15 th May 2017	Director, Children Services Head of Education	Cabinet Minute 120(3) refers

		Attainment				
Council Tax Care Leavers Discounts	No	Cabinet Member for Children's Services and School Attainment, Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 24 th August 2017	Corporate Director of Resources and Growth Head of Revenues and Benefits	Cabinet Report tracker (to follow)
Reference from the Equalities Advisory Forum - Swindon Equality & Inclusion Charter	No	Cabinet Member for Corporate Services and Digitalisation	Cabinet	N/A Date of Notice: 21st August 2017	Corporate Director of Resources and Growth Nick Stephenson nstephenson@swindon.gov.uk	Minute 17 (2016/17 of the Equalities Advisory Forum refers)
Fire Safety in High Rise Council accommodation	No	Cabinet Member for Housing and Public Safety	Cabinet	Date of Notice: 24 th July 2017	Corporate Director of Communities and Housing Head of Housing Management & Community Safety	Cabinet Forward Plan Report Tracker Fire Safety
Swindon Borough Local Plan Review -	No	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice; 16 th August 2017	Corporate Director of Communities and Housing	Local Plan Reg 18 Oct 2017 Tracker

Regulation 18 (Issues & Options) Consultation					Head of Planning, Regulatory Services & Heritage	
Kimmerfields	Yes	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 16 th August 2017	Corporate Director of Resources and Growth Deborah Heenan	N/A

Cabinet Meeting Date - 6th December 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
2017-18 Budget Management, 2018-19 Draft Budget and Medium Term Resourcing Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 24 th October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	
Capital Programme Monitoring - Second Quarter and Treasury Management Performance 2017/18.	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Notice of Decision: 9 December 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Strategy Statement (Minimum Revenue Provision Policy)	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 26 th October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Polling District	No	Leader of the	Cabinet	N/A	Director of Law &	N/A

and Places Review		Council		Date of Notice: 5 th October 2016	Democratic Services (Monitoring Officer) Sally Sprason ssprason@swindon.gov.uk	
Libraries Strategy - Alternative Delivery Models	No	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 13 th February 2017	Corporate Director of Communities and Housing Head of StreetSmart	Cabinet Minute 125 2016/17 refers
School Organisational Changes 2018/19	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 19 th September 2016	Director, Children Services Head of Education	N/A
Children and Adult Social Care - Emergency Duty Service	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 19 th June 2017	Director, Children Services	N/A

Cabinet Meeting Date - 7th February 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget 2018/19 and Beyond	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Strategy Statement 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Housing Revenue Account - Rents and Charges 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

Swindon Pay Policy Statement 2018	No	Leader of the Council	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth	N/A
School Admission Arrangements	Yes	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 20 th January 2017	Director, Children Services Head of Education	N/A

Cabinet Meeting Date - 14th March 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 22 nd April 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme Monitoring 3rd Quarter 2017/18	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 22 nd April 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

Cabinet Meeting Date - 18th April 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 1 st February 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
School Transport	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 22 nd December 2016	Director, Children Services Gareth Cheal gcheal@swindon.gov.uk	N/A
Swindon Local Transport Plan - Implementation Plan 2017/18	Yes	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 6 th February 2017	Corporate Director of Communities and Housing Head of Highways and Transport	N/A

Cabinet Meeting Date - June 2018 (TBC)

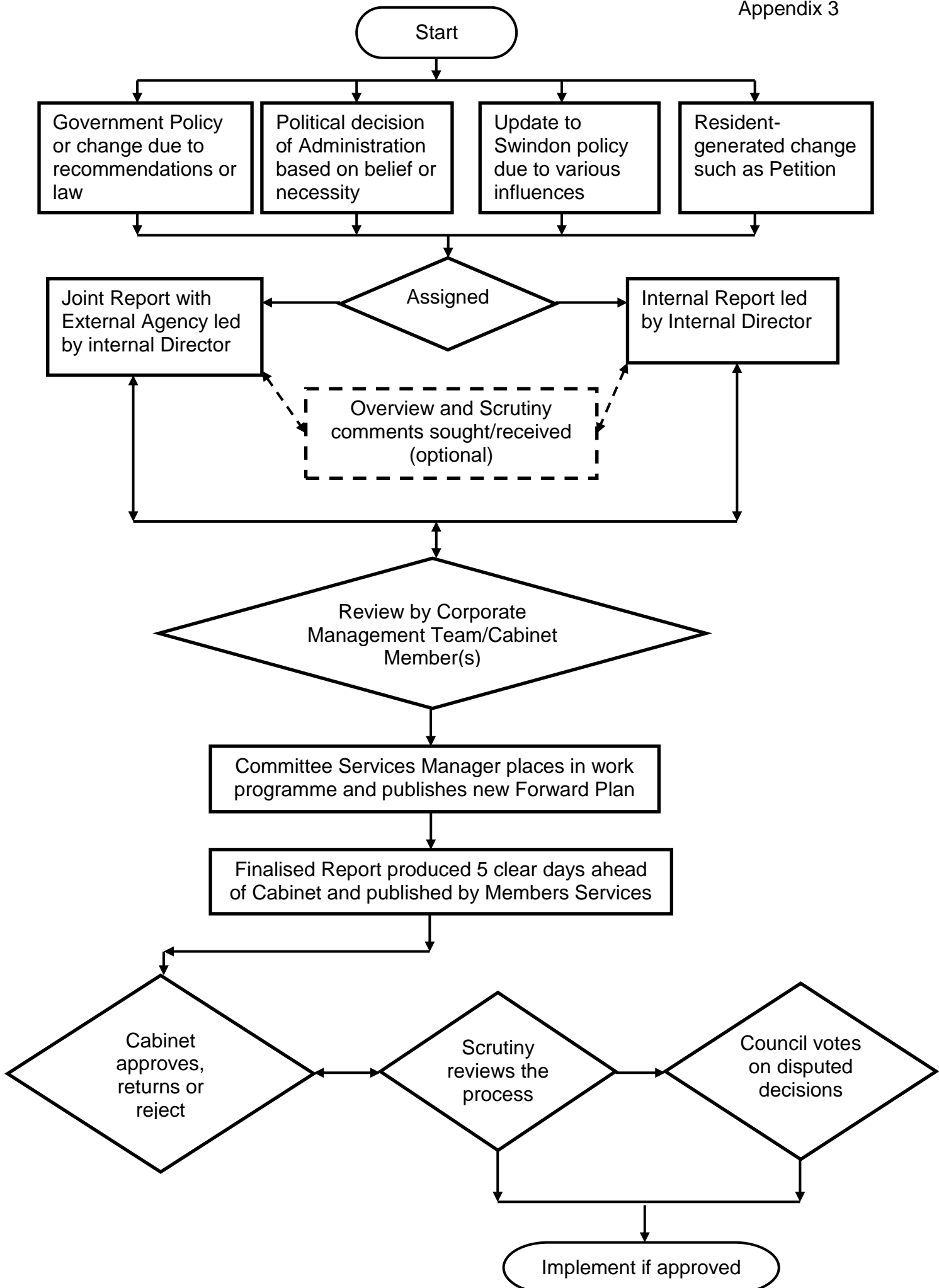
Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management 2017/18.	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Housing Revenue Account - Medium Term Financial Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme Monitoring Out-Turn 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Performance Management 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

School Place Planning	Yes	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 20th June 2017	Director, Children Services Head of Education	N/A
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Cabinet Meeting Date - July 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management 2018-19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 7th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	
Education Transport Policy 2019-20	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 7th June 2017	Director, Children Services Head of Education	
Debt Management	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 7th June 2017	Corporate Director of Resources and Growth Head of Revenues and Benefits	

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