

## **SWINDON CHILDREN'S TRUST BOARD**

**THURSDAY, 14 MARCH 2013**

PRESENT: Liz Holmes, Valerie Johnstone (Governors), John Gilbert (Group Director), Paul Gregory (Equalities), Phil Thomas (Community Safety), John Popowicz (Fire Service), Mike Howard (LSCB), Councillor Claire Ellis, Bob Buckley (School Representative), Sharon Kirwan (Swindon Association of Secondary Heads), Steve Colledge (Secondary Headteacher) and Caroline Little (NHS Swindon/ Swindon CCG & Swindon Borough Council).

Apologies for absence were received from Councillors David Renard and Cindy Matthews, Teresa Harding (GWH Foundation Trust), Doug Morris (Parent & Carers Advisory Group), and Mr David Dawson (Diocese), Kate Rowe (Sure Start), Andrew Miller (Swindon College) and Teresa Harding (Great Western Hospital NHS Trust).

### **29. Minutes**

Resolved – That the minutes of the meeting held on 6<sup>th</sup> December 2012 be confirmed and signed as a correct record.

#### Matters Arising:

The Board requested that further to Minute 22, School Exclusion in Swindon; National and Local Data - An Overview, updated data relating to 3.11 of the report (Fixed Term Exclusions) be circulated to members.

Further to Minute 22 (2) of the minutes, (That the Head of Commissioning Economy and Attainment inform the Trust Board of the actions to be undertaken in preparation of the adoption of the new directive, "School Responsibility for the Education of Pupils Permanently Excluded"). Paddy Bradley updated the Trust Board and confirmed that the Department For Education indicated that the possible implementation date for the new directive was 2017 as this required a change in primary legislation, in particular to the Education Act 1996. He referred to implementation trials being undertaken across eleven authorities, including Wiltshire and that early indications currently reflected a poor response to its impending implementation.

Resolved – That Nigel Pickering, Additional Provision and Reintegration Manager, be requested to circulate information relating to 3.11 of the report (Fixed Term Exclusions) before the next meeting of this Board.

### **30. Public Question Time**

No public questers were submitted for this meeting.

### **31. South Marston Education Provision**

The Cabinet Member for Children's Services and the Board Director, Commissioning submitted a joint report concerning the strategic context for future housing development in South Marston that would inform the village Supplementary Planning Document.

The Committee noted that, prior to the Trust Board's consideration of this item, Liz Holmes, Chair of Swindon Children's Trust Board, made a personal and non-prejudicial declaration of interest in respect of Agenda Item 31 (South Marston Education Provision), in her capacity as a Governor of South Marston Church of England Primary School and had left the room during the discussion of this item. Mike Howard, Chair of the Local Safeguarding Children's Board agreed to take the Chair.

Gareth Cheal, Strategic Planning Manager, stated that South Marston had been identified within the Draft Local Plan to accommodate a proposed development of up to 640 homes in the period to 2016. This generated the need to provide an additional one form entry to cater for the increase in children of primary school age.

The Trust Board noted the report and enquired why Option 2 had been chosen. Gareth Cheal, Strategic Planning Manager referred to the consultation exercise that had been undertaken. He confirmed that this option was the preferred option to be presented to Cabinet on 20<sup>th</sup> March 2013 as this was the most cost effective option.

Resolved - (1) That the report on education provision in the event of planned housing development identified in the Draft Local Plan for South Marston, as set out in the joint report, be noted.

(2) That further to (1) above, Cabinet endorse the expansion of the existing school facility to meet the future demand for school places.

## **32. Education Matters - School Transport**

The Cabinet Member for Children's Services and the Board Director, Commissioning submitted a joint report providing (a) an update on the proposed changes to the Education Transport Policy as a result of schools converting to Academy Status and (b) information on the growth of Swindon.

Emily Heaton, School Admissions and SEN Manager, commented on the report, highlighting the details set out in paragraphs 3.8 to 3.12 of the report. These addressed the future growth of Swindon and how Academies were able to determine a catchment area without regard to the Local Authority. She referred to the duty to consult on the Transport Policy and confirmed that a consultation exercise would commence in April 2013 and the results would be presented to Cabinet in June 2013.

The Trust Board commented on the financial implications contained within 3.15 of the report regarding the difference between designated appropriate schools and nearest schools. They noted the need to undertake a wider consultation exercise to encompass provision of transport to all Swindon schools, with particular emphasis placed on public transport. Paddy Bradley, Head of Commissioning, Economy and Attainment, explained the need for a new policy in light of financial constraints on Council budgets and referred to the on-going engagement with commercial bus companies. He highlighted the importance of communication between all parties involved that may identify practical solutions in response to the policy.

The Chair advised that clarity was needed on any consultation documentation to ensure participants understood proposals and outcomes. This would ensure active participation and meaningful feedback from those participants not fully aware of school admission processes.

Resolved - (1) That the consultation on the Education Transport Policy, specifically to consult on changing the wording set out in paragraph 3.13, to provide free home to school transport for children who attend their nearest school and live over the statutory 2 or 3 mile walking distance, or do not have a safe walking route when accompanied by an adult to their nearest school, as set out in the joint report, be approved.

(2) That the Cabinet Member for Children's Service be requested to complete a Cabinet Member Decision Note to commence consultation on this proposal.

(3) That discussions regarding transport issues be undertaken with commercial bus companies and School Associations.

### **33. School Admission Arrangements**

The Cabinet Member for Children's Services and the Board Director, Commissioning submitted a joint report regarding co-ordinated admission arrangements for the normal point of entry (Reception, Year 3 and Year 7), in-year admission arrangements for all Swindon schools and neighbouring Local Authorities and Published Admission Numbers (PAN) for Community and Voluntary Controlled schools in Swindon for September 2014.

Emily Heaton, School Admissions and SEN Manager, commented on the report, highlighting changes as set out in paragraphs 3.6 to 3.8 of the report and advised that the report would be submitted to Cabinet on 20<sup>th</sup> March 2013.

In response to a query regarding the admission of children of UK Service Personnel, Emily Heaton, School Admissions and SEN Manager, explained the admission process and referred to issues that may arise around class sizes due to Infant Class Size legislation. Paddy Bradley, Head of Commissioning, Economy and Attainment referred to the new Admissions Code and how this affected children of UK Service Personnel.

The Trust Board commented on admissions to the University Technical College and how late application processing may affect enrolment of pupils and its subsequent effect on recruitment and retention at schools. Paddy Bradley, Head of Commissioning, Economy and Attainment, advised that post 14 education will change in future as Further Education establishments in Swindon would be allowed to admit 14 year old pupils with effect from September 2014 and he referred to the importance of communication between all parties to ensure pupil's wellbeing.

Resolved – (1) That the Co-ordinated Scheme of Admission Arrangements for the normal point of entry (Reception Year, Year 3 and Year 7) and In Year admissions for all primary schools and secondary schools in Swindon and neighbouring Local Authorities for September 2014, as set out in the appendices to the joint report, be approved.

(2) That the admission numbers for Community and Voluntary Controlled schools for September 2014 as set out in the joint report, be approved.

(3) That it be noted that the proposals referred to in (1) and (2) above were determined by 15<sup>th</sup> April 2013 and will be implemented by the Board Director,

Commissioning for school admission for September 2014 for all new applicants.

#### **34. Secondary School Places**

The Cabinet Member for Children's Services, the Board Director, Commissioning and the Head of Commissioning – Economy and Attainment submitted a joint report setting out (a) the increasing forecast demand for additional secondary school places in Swindon up to 2026 (b) the various options for meeting the forecast demand for school places, to propose a wide consultation with a range of stakeholders, (c) the range of options to secure future secondary school places against the reduced finance available and (d) to discuss inviting a free school provider to Swindon to meet the demand for places as described in paragraph 3.7 of the report.

Mr Gareth Cheal, Strategic Planning Manager, referred to the strategic context for the provision of Secondary School Places across the Borough and explained the reasons for conducting a wide consultation on various options for meeting long term requirements. He stressed the importance of the exercise and particularly referred to the proposed future growth of Swindon. The Trust Board noted that the report would be submitted to Cabinet in June 2012 for their endorsement.

The Trust Board welcomed the report and commented on the merits of the expansion of schools against new builds. It highlighted the importance of reviewing similar exercises in the past to help inform future work. In response to concerns expressed regarding transport issues that may arise due to pupils attending out of borough schools, John Gilbert, Board Director Commissioning commented on the need to obtain feedback on how other local authorities managed this matter and to review Swindon's options accordingly. Paddy Bradley, Head of Commissioning, Economy and Attainment, referred to the increase of pupils attending out of borough schools as a result of parental choice. He referred to the Office of National Statistics figures predicting that the population in Swindon would continue to rise until 2026.

Resolved – (1) That the report setting out the various options for meeting the forecast demand for school places, be noted and endorsed.

(2) That the Trust Board refers the report to the Cabinet Member for Children Services and the Board Director, Commissioning requesting that wider consultation is conducted with a range of stakeholders on the various options for meeting the forecast demand for school places.

#### **35. Fostering Inspection Report**

The Cabinet Member for Children's Services and the Board Director, Commissioning submitted a joint report concerning the outcome of the recent Ofsted inspection of the Council's Fostering Services.

Sara Tough, Head of Children and Families, introduced the report regarding the outcome of the Ofsted inspection of the Family Placement Team within Swindon's Fostering Services that had been undertaken in November 2012. She highlighted that Ofsted had concluded that the overall effectiveness of the service was judged as "good" and that of the four categories reviewed, the Council was

judged as “good” in three areas relating to outcomes for children and young people, quality of service and safeguarding. Leadership and management were “outstanding” and this was due to the proportion of children being successfully placed with foster carers.

The Trust Board welcomed the findings and enquired how the work undertaken by the Family Placement Team would be reflected in data monitoring. Terry Scragg, Head of Children and Young People in Care, commented on the work undertaken by the team and confirmed that Swindon was good at recruiting families who were willing to adopt young people and confirmed that future inspections would continue to focus on the adoption score card.

Resolved – (1) That the contents of the joint report and the outcome of the Ofsted inspection of Swindon’s Fostering Services, be noted.

(2) That the Board Director, Commissioning, the staff and managers in the Family Placement Team be congratulated on the very positive findings from the recent Ofsted inspection of Fostering Services in Swindon.

### **36. Swindon Children and Young People's Early Support Plan**

Liz Holmes, Chair of the Swindon Children’s Trust Board, submitted a report on the draft Children and Young People’s Early Support Plan 2013-16. She referred to the Trust Board meetings held in September and December 2012 and the discussions undertaken at the Trust Board Conference on 14<sup>th</sup> January 2013 regarding the future focus of the Trust Board. She explained that the Trust Board would focus on early help and intervention and confirmed the need for positive buy-in by all Trust Board Members to ensure this was not seen as a local authority document. She referred to the introduction of a work programme for 2013-14 aimed at co-ordinating work undertaken by the Trust Board and the Local Safeguarding Children’s Board and highlighted that the plan would bring together priorities from existing partnership plans and strategies. Liz Holmes, Chair, commented on the consultation process to be undertaken that would help shape the plan. Paddy Bradley, Head of Commissioning, Economy and Attainment confirmed that further workshops would be conducted to obtain feedback and suggestions.

The Trust Board commented on the report and agreed that there should be participation on a multi-agency basis with representatives taking actions back to their organisations. Work undertaken would need to reflect this approach to ensure its implementation. It was highlighted that areas of responsibilities within the agencies may overlap and some work may already have been undertaken. It was therefore necessary to ensure this was built on and not just duplicated and a single point of contact to co-ordinate information gathered from various agencies would ensure efficient use of resources.

Resolved - (1) That Trust Board Members take the draft Children and Young People’s Early Support Plan 2013-16 to their respective organisations for comments and buy-in.

(2) That further to (1) above, comments be submitted to Victoria Guillaume at [vguillaume@swindon.gov.uk](mailto:vguillaume@swindon.gov.uk) by Friday, 26<sup>th</sup> April 2013.

(3) That the Head of Commissioning – Children and Adults be requested to present a report on the plan to include updates on current issues, items adopted, areas requiring further work and good examples of positive outcomes, at a future meeting of this Trust Board.

**37.**

### **Performance Report**

The Cabinet Member for Children's Services and the Board Director, Commissioning submitted a joint report updating members on the performance within Children's Services for the period to end of December 2012 and requesting the Trust Board to identify priority performance measures for reporting and discussions at future meetings. Sue Wald, Head of Commissioning – Children and Adults, referred to the structure of the report highlighting the improvements that had been made and areas where further work would be undertaken.

The Trust Board noted the report and discussed the following issues:

- Reasons for the recurring gap in information regarding tracking Learning Destinations for young people aged 16-17. Paddy Bradley, Head of Commissioning and Attainment advised resources had been adapted to track this information and work had been undertaken to review how young people were contacted.
- In response to a query regarding the gender, ethnicity and SEN (Special Educational Needs) breakdown for the number of young people in unknown destinations, Paddy Bradley, Head of Commissioning and Attainment advised that the information covered a mix of all groups.
- Data presented in reports. With regards to school absenteeism, the data provided was general in nature and provided no in-depth detail to allow appropriate planning for future actions. More detail would allow partner groups to undertake appropriate actions with positive impact on these areas.
- Future performance monitoring. Reports were to be built around specific aspects as reflected in the Early Support Plan and request for information was to be submitted by partners.

Resolved – (1) That the performance data for the period to end of December 2012, be noted.

(2) That future performance reports were to contain information for circulation and that an agenda be agreed covering detailed points from the performance report that would require specific action by participating partners.

**38.**

### **Demand Enquiry**

The Head of Commissioning - Children and Adults submitted a report concerning the strategy and work streams to address the rising demand for services to vulnerable adults. Sue Wald, Head of Commissioning – Children and Adults, referred to the Demand Enquiry Programme established across all partners working with adults and communities in Swindon to address the rising demand for care services for vulnerable adults in Swindon. The Trust Board noted that whilst Adults Services had person centred planning, it did not benefit from the Every Child Matters concept of working, where there was a single focus to get integrated work conducted between partners. She explained that the local authority had established the Demand Enquiry Programme across all partners working with adults and communities in Swindon to develop an understanding of the problem and ways to address these. John Gilbert, Board Director Commissioning explained the work to be undertaken and welcomed discussions with partner agencies to ensure work streams were engaged and may be led by the appropriate partner.

The Trust Board welcomed the report and noted that whilst the report related to demand on adult services, it would also impact service provision for young people. Liz Holmes, Chair explained that partners on the Trust Board would need to understand the scope of work to be done and the significant role to be played going forward. She suggested that regular updates were presented to the Trust Board by members as and when it affected children and young people.

Resolved – (1) That the Reshaping Demand for Adult services - Adult Care Strategy, be noted.

(2) That, when issues relating to children and young people arise within partner agencies, reports are presented relating to work undertaken.

(3) That the Head of Commissioning – Children and Adults be asked to circulate information on which of the partners have a key involvement in respect to children and young people within the Demand Enquiry Programme.

(4) Further to (3) above, the Head of Commissioning – Children and Adults to select and present a report for in-depth discussion in December 2013.

### **39. Joint Commissioning Board (Adults and Children) - Report and Minutes**

The Cabinet Member for Children's Service and the Board Director Commissioning submitted a joint report and the minutes of the Joint Commissioning Board (Adults and Children) meeting of 4<sup>th</sup> December 2012.

Resolved – (1) That the report and minutes of the Joint Commissioning Board - (Adults and Children) meeting held on 4<sup>th</sup> December 2012, be noted.

(2) That Members of the Trust Board be requested to inform the Chair or Committee Officer if they wish to add an agenda item to the work programme regarding reports submitted to the Joint Commissioning Board.

### **40. Local Safeguarding Children's Board - Report and Minutes**

Cabinet Member for Children's Service and the Board Director Commissioning submitted a joint report setting out the minutes of the Local Safeguarding Children's Board meeting held on 11<sup>th</sup> December 2012. Mike Howard, Chair, Swindon Local Safeguarding Board commented on the changes affecting the running of the Local Safeguarding Board and discussed main points arising from the Minutes.

The Trust Board welcomed the report and commented on identifying ways to inform headteachers when pupils at their schools were subject to domestic abuse in order that child support mechanisms be implemented. The Trust Board highlighted the importance of information sharing through the Information Sharing Protocol.

Resolved – (1) That the report and minutes of the Local Safeguarding Children's Board meeting held on 11<sup>th</sup> December 2012, be noted.

(2) That the Swindon Association of Primary Headteachers be requested to contact Janet Janeway, Senior Public Health Manager, regarding identifying ways of improving communication between schools, the local authority and partner agencies when issues of domestic abuse arise.