

**Democratic Services**

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Date: 18<sup>th</sup> March 2013

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**To: All Members of the Early Years, Children and Youth Policy Development and Scrutiny Panel**

**Councillors:** Sally Davis, Ian Gilchrist, Liz Hardman, Mathew Blankley, David Veale, Loraine Morgan-Brinkhurst MBE and Sarah Bevan

**Co-opted Voting Members:** David Williams, Mrs T Daly and Sanjeev Chaddha

**Co-opted Non-Voting Members:** Chris Batten, Peter Mountstephen, Andrea Arlidge and Mike Fidanoglu

**Cabinet Member for Early Years, Children and Youth:** Councillor Dine Romero

Chief Executive and other appropriate officers  
Press and Public

Dear Member

**Early Years, Children and Youth Policy Development and Scrutiny Panel: Monday, 25th March, 2013**

You are invited to attend a meeting of the **Early Years, Children and Youth Policy Development and Scrutiny Panel**, to be held on **Monday, 25th March, 2013** at **4.30 pm** in the **Council Chamber - Guildhall, Bath**.

The agenda is set out overleaf.

Yours sincerely



Mark Durnford  
for Chief Executive

**If you need to access this agenda or any of the supporting reports in an alternative accessible format please contact Democratic Services or the relevant report author whose details are listed at the end of each report.**

*This Agenda and all accompanying reports are printed on recycled paper*

## NOTES:

- 1. Inspection of Papers:** Any person wishing to inspect minutes, reports, or a list of the background papers relating to any item on this Agenda should contact Mark Durnford who is available by telephoning Bath 01225 394458 or by calling at The Guildhall, Bath (during normal office hours).
- 2. Public Speaking at Meetings:** The Council has a scheme to encourage the public to make their views known at meetings. They may make a statement relevant to what the meeting has power to do. They may also present a petition or a deputation on behalf of a group. Advance notice is required not less than two full working days before the meeting (this means that for meetings held on Wednesdays notice must be received in Democratic Services by 4.30pm the previous Friday)

The public may also ask a question to which a written answer will be given. Questions must be submitted in writing to Democratic Services at least two full working days in advance of the meeting (this means that for meetings held on Wednesdays, notice must be received in Democratic Services by 4.30pm the previous Friday). If an answer cannot be prepared in time for the meeting it will be sent out within five days afterwards. Further details of the scheme can be obtained by contacting Mark Durnford as above.

- 3. Details of Decisions taken at this meeting** can be found in the minutes which will be published as soon as possible after the meeting, and also circulated with the agenda for the next meeting. In the meantime details can be obtained by contacting Mark Durnford as above.

Appendices to reports are available for inspection as follows:-

**Public Access points** - Riverside - Keynsham, Guildhall - Bath, Hollies - Midsomer Norton, and Bath Central, Keynsham and Midsomer Norton public libraries.

**For Councillors and Officers** papers may be inspected via Political Group Research Assistants and Group Rooms/Members' Rooms.

- 4. Attendance Register:** Members should sign the Register which will be circulated at the meeting.
- 5. THE APPENDED SUPPORTING DOCUMENTS ARE IDENTIFIED BY AGENDA ITEM NUMBER.**
- 6. Emergency Evacuation Procedure**

When the continuous alarm sounds, you must evacuate the building by one of the designated exits and proceed to the named assembly point. The designated exits are sign-posted.

Arrangements are in place for the safe evacuation of disabled people.

**Early Years, Children and Youth Policy Development and Scrutiny Panel - Monday, 25th  
March, 2013**

**at 4.30 pm in the Council Chamber - Guildhall, Bath**

**A G E N D A**

1. WELCOME AND INTRODUCTIONS

2. EMERGENCY EVACUATION PROCEDURE

The Chair will draw attention to the emergency evacuation procedure as set out under Note 6.

3. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

4. DECLARATIONS OF INTEREST UNDER THE LOCAL GOVERNMENT ACT 1972

Members who have an interest to declare are asked to:

- a) State the Item Number in which they have the interest
- b) The nature of the interest
- c) Whether the interest is personal, or personal and prejudicial

Any Member who is unsure about the above should seek advice from the Monitoring Officer prior to the meeting in order to expedite matters at the meeting itself.

5. TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

6. ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING

At the time of publication no notifications had been received.

7. MINUTES - JANUARY 28TH 2013 (Pages 7 - 18)

8. HOME TO SCHOOL TRANSPORT REVIEW - CABINET MEMBER RESPONSE  
(Pages 19 - 26)

The Recommendations Response Table is enclosed to show the Panel the Cabinet Member's response. The notes of the Chairman's visit to St. Gregory's School are also attached as an annex.

9. VIRTUAL SCHOOLS UPDATE (Pages 27 - 28)

10. ACADEMIES AND SERVICES TO SCHOOLS (Pages 29 - 32)

This report provides a further update on the dialogue between the Department and local schools, regarding future collaborative arrangements and the delivery of services.

11. SECTOR LED IMPROVEMENT

TO FOLLOW – This report was not ready at the time of agenda despatch.

12. CABINET MEMBER UPDATE

This item gives the Panel an opportunity to ask questions to the Cabinet Member and for her to update them on any current issues.

13. PEOPLE AND COMMUNITIES STRATEGIC DIRECTOR'S BRIEFING

The Panel will receive a verbal update on this item from the People and Communities Strategic Director.

14. PANEL WORKPLAN (Pages 33 - 44)

This report presents the latest Policy Development & Scrutiny Workplan for the Panel.

The Committee Administrator for this meeting is Mark Durnford who can be contacted on 01225 394458.

**BATH AND NORTH EAST SOMERSET COUNCIL**

**EARLY YEARS, CHILDREN AND YOUTH POLICY DEVELOPMENT AND SCRUTINY PANEL**

Monday 28th January, 2013

**Present:- Councillors:** Sally Davis (Chair), Ian Gilchrist (Vice-Chair), Liz Hardman, Mathew Blankley, David Veale, Loraine Morgan-Brinkhurst MBE and Sarah Bevan

**Co-opted Voting Members:-** Mrs T Daly and Sanjeev Chaddha

**Co-opted Non-voting Members:-** Chris Batten and Hazel Stockwell-Cooke

**Also in attendance:** Ashley Ayre (People and Communities Strategic Director), Tony Parker (Divisional Director for Learning and Inclusion), Maurice Lindsay (Divisional Director for Children, Young People and Family Support), Kevin Amos (Parent Support Services Manager), David Burston (School Sport Development Manager), Beth Jones (School Sport Development Manager), Paula Bromley (Connecting Families Operational Lead) and Councillor Eleanor Jackson

**65 WELCOME AND INTRODUCTIONS**

The Chairman welcomed everyone to the meeting.

**66 EMERGENCY EVACUATION PROCEDURE**

The Chairman drew attention to the emergency evacuation procedure.

**67 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

Andrea Arlidge, Peter Mountstephen and David Williams who are all Co-opted Members of the Panel had sent their apologies.

Councillor Sarah Bevan gave her apologies as she would have to leave before the conclusion of the meeting.

**68 DECLARATIONS OF INTEREST**

Councillor Sarah Bevan declared a personal and non-pecuniary interest in agenda item 9 (Home to School Transport) as she is a Governor at St. Gregory's Catholic College and her son attends the school.

Councillor Loraine Morgan-Brinkhurst declared personal and non-prejudicial interest as she is one of the Council's representatives on the Sirona Care & Health Community Interest Company.

**69 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN**

There was none.

**70 ITEMS FROM THE PUBLIC OR COUNCILLORS - TO RECEIVE DEPUTATIONS, STATEMENTS, PETITIONS OR QUESTIONS RELATING TO THE BUSINESS OF THIS MEETING**

The Chairman announced that there were a number of public speakers in relation to agenda item 9 (Home to School Transport) and that they would be asked to address the Panel at the beginning of that item.

**71 MINUTES - 26TH NOVEMBER 2012**

The Panel confirmed the minutes of the previous meeting as a true record and they were duly signed by the Chairman.

**72 HOME TO SCHOOL TRANSPORT REVIEW - RECOMMENDATIONS**

Mr Raymond Friel, Head Teacher at St. Gregory's Catholic College addressed the Panel. He said that he would like to take part in a focus group with the Chairman and other members of the Panel so that the review could be discussed in more detail. He stated that in particular the Filipino and Polish communities would be affected by any changes to the current subsidy as they would not be able to attend their school of choice and asked for that to be considered in any Equalities Impact Assessment.

He said that the school was not opposed to recommendations 1, 2, 4 or 5 and that recommendation 3c was the least of all evils.

He asked if the officers had calculated how much it would be for the Council to provide a cost neutral service.

He stated that if the subsidy were to be removed there would be a significant drop in the number of Catholic pupils in attendance.

He asked the Chairman to clearly outline the next steps of the review and how any focus group comments could be inputted into the process.

He ended his statement by asking for the subsidy to not be removed.

The Chairman asked Mr Friel to read out a brief statement from a member of the public, Mrs Phillips.

Mrs Phillips wished to let the Panel know that she was a parent wishing to send her child to St. Gregory's because of her Catholic beliefs. She stated that the issue of denominational transport was significant and would affect the choices of a number of parents if it were to be removed.

Penelope Restorick and her daughter Phoebe addressed the Panel. Mrs Restorick said that denominational transport was a vital service that enabled parents to make a

real choice for their child's education. She stated that she had chosen St. Gregory's for faith reasons and hoped to send her three younger children there also in the future.

She said that the service enabled children to travel safely to and from school.

She asked if pupils who currently receive the service would continue to do so.

She stated that if the subsidy was removed she would have to work fewer hours so that she could drive her children to school and that if this was the case with other parents the congestion on the roads should be taken into consideration.

Phoebe said that she was grateful to be able to attend St. Gregory's and wanted her sisters to be able to join her there.

Mrs Webb and her daughter Lily addressed the Panel. Lily said that the school has a wonderful curriculum and a programme of events that she wanted her sisters to also experience. She explained that one of her sisters has a hearing impairment and would want the security of her or another sister to help her get on the bus to get to school. She added that she knew that despite the impairment St. Gregory's would give her sister the chance to shine.

Mrs Webb said that she had visited all the local schools and chose St. Gregory's so that Lily could continue her Catholic education. She said that Lily was happy, settled and thriving at the school and if the subsidy were removed parents would no longer be able to make a true choice for their children.

The Chairman at this point explained that Panel was only in a position to make recommendations and that it would be the Cabinet who would make the actual decisions on this matter. She explained that members of the public would also have the opportunity to speak at the Cabinet meeting on March 13<sup>th</sup> if they registered to do so with the Democratic Services team. The decision of the Cabinet would then be reported back to the Panel at their meeting on March 25<sup>th</sup>. She added that she would be more than happy to meet with schools to discuss the matter further and then report back to the Cabinet when she introduced the report at their meeting.

She also confirmed that any child currently receiving the subsidy would continue to do so until they moved to a different school i.e. from Primary to Secondary.

Tess Daly commented that she felt a balanced view had been given from the consultation responses. She said that if the subsidy were removed parents within Bath would still have a choice whilst parents within North East Somerset would be unduly penalised. She added that each school would still retain its discretionary powers and therefore individuals could apply for their own subsidy.

Councillor Sarah Bevan said that she felt that Church of England parent were already at a disadvantage within the Council. She added that she felt it was an essential service for the Filipino and Polish communities and that the Council should not discriminate against them.

Councillor Ian Gilchrist questioned whether the Cabinet would be in a position to make a decision within the proposed timescale as it would not know the budget requirements yet for 2014 / 15.

Councillor Loraine Morgan-Brinkhurst commented that she felt there was more to be done on the review. She suggested that officers should investigate the option of a cost neutral service and that focus groups should take place between the schools concerned and members of the Panel.

The Divisional Director for Learning & Inclusion replied there would be no problem in delaying the decision, but added that depending on when it was made would have an impact on when it could be implemented as any change would need to be appropriately advertised.

Councillor Liz Hardman said that she agreed with the comments made by Councillor Morgan-Brinkhurst and would like a cost neutral service to be investigated. She added that as she represents a community outside of Bath that she wanted parents there to have the same choices available to them.

Councillor Liz Hardman then proposed that the Panel agrees recommendations 1, 2, 3c, 4 and 5 to be considered by the Cabinet.

Councillor Loraine Morgan-Brinkhurst said that she would second this proposal but wished to add some additional wording to recommendation 2.1 from the cover report and further recommendation to be known as 2.2.

She suggested that recommendation 2.1 should be as follows.

The Panel having reviewed and discussed the Home to School Transport review report and recommendations have asked officers to provide a cost neutral service investigation to the Cabinet for its March meeting.

She suggested that recommendation 2.2 should be as follows.

Members of the Panel will take part in focus groups and report back any additional comments to the Cabinet.

Councillor Liz Hardman said that she was happy to second these proposals and asked that her recommendation become 2.3.

Councillor Loraine Morgan-Brinkhurst said that she would second this proposal.

Councillor Ian Gilchrist commented that he felt that none of the recommendations should be removed from going forward to the Cabinet.

The Panel voted unanimously to accept recommendations 2.1 and 2.2.

The majority of the Panel voted in favour of recommendation 2.3.

The Chairman thanked everybody for their contributions to the debate.



## 73 B&NES SCHOOL SPORT PARTNERSHIP

The Divisional Director for Learning & Inclusion introduced this item to the Panel. He explained that the Partnership has been supported by the Schools Forum to deliver a PE & sports service for all 63 primary schools in the authority. He stated that it has been an amazingly successful programme, but unfortunately since September 2011 has had its central government funding cut by the Department for Education and the funding will cease completely in August 2013 except for National School Games funding. He added that attracting new and additional investment is critical for its future sustainability and for Secondary School staff to be released one day a week to work with the Primary Schools.

He introduced Dave Burston & Beth Jones from the School Sport Development team to address the Panel.

Dave said that following the funding cut in 2011 they have only been able to deliver a restricted programme and that the service was a necessity to enable children to take part in sport at school. He wished to thank the Schools Forum for their support. He added that the Primary Head Teachers have spoken of how much they value the programme.

He informed the Panel that they also run expansion schemes for Secondary pupils with the help of partners such as Bath Rugby, University of Bath, Bath Spa University & Bath City FC.

He said he was very pleased that all secondary, special, primary and independent schools were due to take part in the new National School Games initiative. He added that within B&NES the School Games events were being coordinated by the School Sport Partnership with support from the County Sport Partnership and that funding for the School Games is provided by the Department for Culture, Media and Sport and the Department of Health.

He wished to highlight to the Panel two particular areas of work within the Partnership.

### **Playground to Podium Initiative**

Playground to Podium was the national strategy for the identification, development and support of talented young athletes with a physical, sensory or learning disability. National funding has now ceased. However, the Partnership has maintained this excellent programme in B&NES. The Playground to Podium framework forms a pathway which take young people with a disability from school based participation, through to high level performance and competition opportunities. The ultimate aim is to produce our next Paralympian and elite disabled athletes. We currently have over 50 pupils from mainstream primary, secondary and special schools. They are invited to experience days at the University of Bath and are signposted onto local clubs or performance pathways where required.

## **The Dance Umbrella**

The Dance Umbrella Festival brings together young people from across the Authority in a celebration of schools dance. Hosted at the Forum in Bath, this event provides pupils with the opportunity to perform in front of a live audience. Dance pieces include whole class routines developed as part of curriculum PE lessons and after school clubs run by enthusiastic teachers. Over the three nights, over 2000 pupils from over 65 primary, secondary and special schools take part. All profits from the festival are used to fund dance specialist provision in schools to support and develop the quality of curriculum delivery.

Councillor David Veale asked what the main function would be of the new sports centre at Wellsway School.

The Divisional Director for Learning & Inclusion replied that it was the school sports centre as well as a hub for the B&NES School Sport Partnership and a resource that could be used by the local community.

Beth added that the centre had been in use from early November 2012 and was open to the public from 6.00pm on weekdays and all day at weekends. She added that they recently had the England Women's Netball Team train at the centre prior to them playing a match against Australia.

Councillor Liz Hardman wished to congratulate them on their work and asked how the funding cuts would affect the future of the programme.

The Divisional Director for Learning & Inclusion replied that he believed that Secondary Schools would find it increasingly difficult to release staff and that the programme would be reliant on funding from the Schools Forum and raising its own funds.

He suggested that if possible members of the Panel should attend one of the upcoming Dance Umbrella performances on March 12<sup>th</sup>, 13<sup>th</sup> or 14<sup>th</sup>. He asked for further information to be sent to them regarding the event.

The Chairman on behalf of the Panel thanked Dave and Beth for their work and for their attendance at the meeting.

## **74 RADSTOCK YOUTH PARTNERSHIP**

Councillor Eleanor Jackson introduced this report to the Panel. She explained that since funding was received for the partnership it has attempted to reach out to as many young people as possible. She informed them that following the results of the questionnaire a number of practical workshops, activities and skills programmes were set up that lead to young people achieving certificates in a variety of subjects.

She wished to highlight the lack of rural public transport, street lighting and poor road conditions in the area.

She stated that she believed in a universal provision approach and that all youth work should be professionally led. She added that for the Partnership to continue its work it required further resources.

Councillor Liz Hardman congratulated her on the work of the Partnership and asked how long was left for the funding of the project.

Councillor Jackson replied that the last church activity would take place in August 2013 and that the trustees were actively fund raising.

The Chairman on behalf of the Panel thanked her for the report and commended the work that has been achieved.

Councillor Dine Romero, Cabinet Member for Early Years, Children & Youth said that she had noted the comments made during the presentation of the report.

## **75 DRAFT ANNUAL REPORT FROM THE LOCAL SAFEGUARDING CHILDREN BOARD 2012/13**

The Divisional Director for Safeguarding, Social Care and Family Services introduced this item to the Panel. He explained that the appendix was a draft of the third Annual Report of the Local Safeguarding Children Board (LSCB) compiled in accordance with a national template. He added that the Panel had requested the opportunity to contribute to the draft report for 2012/13 prior to its submission to the Local Safeguarding Children's Board on 5th March 2013 and the Children's Trust Board on 14th March 2013.

He said that the work programme for 2013/14 would be completed by the LSCB on 7th February 2013 and the final Report would be signed off by the LSCB at its meeting on 5th March 2013 for publication on 1st April 2013.

The People & Communities Strategic Director commented that there had been more permanent exclusions in the period from September to Christmas 2012 than the whole of last year and that the service was working on provision for these pupils. He added that feedback on the report was welcome by any means.

The Panel **RESOLVED** to note that the Annual Report 2012/2013 will be published on 1<sup>st</sup> April 2013.

## **76 SAFEGUARDING AND LOOKED AFTER CHILDREN SERVICES IMPROVEMENT PLAN**

The Divisional Director for Safeguarding, Social Care and Family Services introduced this report to the Panel. He informed them that the report showed how progress with the implementation of the Council's Children's Service Improvement Plan was progressing following the Ofsted Inspection of the Safeguarding and Looked After Children's Services undertaken in January 2012. He added that the full Improvement Plan and a progress report in respect of its early implementation were

considered by the Panel on 9th July 2012, where this further progress report requested.

He highlighted some of the progress points to the Panel.

- Required improvements have been effected in respect of notifications of care and protection plans: feedback to referrers: timeliness of Looked After Children (LAC) Reviews: involvement of health professionals and progress of health plans for LAC Reviews: and evidence that these improvements are being sustained.
- Required improvements effected in respect of core assessments following Section 47 investigations: reports to child protection conferences and LAC Reviews. Emerging evidence that these improvements are being sustained – to be evaluated over a longer period.
- Robust arrangements in place (and being enhanced through the redesign of the Children's Social Care Service) for professional supervision: further training provided (and on-going): reflective supervision more prevalent. Further work required to evidence how this is impacting upon practice and outcomes.

The Panel **RESOLVED** to:

- i) Note the report, the actions taken to respond to recommendations for areas for improvement, and the progress reported thus far.
- ii) Note the arrangements proposed for reviewing and reporting progress to the Local Safeguarding Children Board; the Corporate Parenting Group: the In-Care Council; and the Health and Wellbeing Board.
- iii) Note that the Children's Service and Health Agencies will be presenting a combined report to the Local Safeguarding Children's Board on 5th March 2013 detailing and evidencing progress one year on from the Inspection.

## **77 CONNECTING FAMILIES**

The Divisional Director for Learning and Inclusion gave a presentation to the Panel regarding this item. A full copy is available on the Panel's Minute Book, a summary is set out below.

He explained that rather than using the term Complex Families or Troubled Families, the term Connecting Families was the term the service have chosen to use. Paula Bromley would be the operational lead. Sally Churchyard (11-19 outcomes manager) would, as part of her duties, take over leading on the Youth Service.

He stated that the Troubled Families Unit within the Department of Communities and Local Government gave funding in three directions.

- European Social Fund - Contract for getting people on pathway to employment

- Prospects - Contract for 16-18 NEET Young People with no GCSEs at > C (30 to 50 Young People)
- Local Councils - Bath & NES Connecting Families Initiative

### **Purpose of Connecting Families**

To turn around the lives of the families who are:

- Not in work
- Not sending their children to school regularly
- Causing anti-social behaviour
- Engaging significant resources as a result of:
  - Domestic Violence
  - Mental ill health
  - Children in care or on the edge of care

### **How we work with our families?**

- Dedicated One Family Support Worker
- Practical hands on support
- Whole Family Approach
- Agreed Action Plan

### **Degrees of the Family Intervention Service**

Intensive: intensive work, low caseloads, building on the practice in FIPs.

Light: less intensive work, caseloads of about 15 families.

Super light: usually a worker with another day job and set of responsibilities, but some dedicated time to work with the family.

### **Measures of Success**

- Family members in work
- Children and young people in the families regularly attending school
- Reductions in youth crime and anti-social behaviour caused by the children and young people within these families
- Reduction in domestic abuse within these families
- Reduction in the numbers of children admitted to care / staying in care

Councillor Liz Hardman commented that the staff involved in this work would be key and asked what training would be provided.

The Divisional Director for Learning and Inclusion replied that two experienced members of staff from the Family Intervention Project would work within the team and that views would be gathered and resources sought for further training.

Councillor Liz Hardman commented that she disliked the payment by results scheme.

The Divisional Director for Learning and Inclusion replied that unfortunately the payment method cannot be avoided. He added that the intention was to keep the team small.

The People & Communities Strategic Director added that the Council has a small Looked After Children population and that it was a complex area to work within. He said that the intention was to simplify the interventions required over time.

Sanjeev Chaddha asked how long it would take to work with the 200 identified families.

The Connecting Families Operational Lead replied that it was anticipated to take around three years to work with all 200 families.

The Chairman on behalf of the Panel thanked them for the presentation.

## **78 CABINET MEMBER UPDATE**

The Cabinet Member for Early Years, Children & Youth, Councillor Dine Romero addressed the Panel.

She said that she would do all that she could to protect the Children's Services budget in the upcoming discussions at Cabinet and Council.

She spoke of how she had the pleasure of attending a number of carol services over the festive period as well as the recent What's For Tea Awards in Farrington Gurney.

She was also pleased to announce that she had been present at St Keyna Primary School when they had been discussing their new initiatives against bullying.

The Chairman on behalf of the Panel thanked her for her update.

## **79 PEOPLE & COMMUNITIES STRATEGIC DIRECTOR'S BRIEFING**

The People & Communities Strategic Director addressed the Panel on the following matters.

Independent Reviewing Service: A thematic Inspection Survey took place on January 22<sup>nd</sup> and 23<sup>rd</sup>. Two Inspectors reviewed 10 cases, 6 of which were tracked in great detail. The Inspectors also met with Young People, Foster Carers, Birth Parents, staff groups and colleagues from other agencies.

A report by Ofsted will be published in mid-May which summarises their findings based upon visits to ten local authorities including Bath and North East Somerset. Informally, the overall feedback was very positive.

Children's Centre Cluster Trial Inspection: The inspection took place between 14<sup>th</sup> – 17<sup>th</sup> January and was focused upon the Somer Valley cluster of Children's Centres.

He said that in reality this was an inspection of all early childhood services not simply Children's Centres. The inspection was a positive experience for Early Years and Children's Centre Staff and for Ofsted. The inspection will inform the final planning of how the service will inspect Children's Centres from April 2013 onwards.

We need to build on our information sharing particularly with Health Services as often these services are working with key families, but that information is not effectively shared.

#### Sector Led Improvement – Peer Challenges:

- i) Bath & North East Somerset 'Challenge' of Swindon – Staff from B&NES have visited Swindon to agree the focus of the challenge. A range of information from Swindon has been analysed and will be used as the basis of the full day challenge visit on February 1<sup>st</sup>.
- ii) Dorset 'Challenge' of Bath and North East Somerset – Colleagues from Dorset spent a full day with selected staff on 21<sup>st</sup> January. The focus was on services to divert children and young people away from the care system. Feedback from the Dorset Director of Children's Services is due on 30<sup>th</sup> January. A number of pieces of work will be taken forward as the service looks to re-design due to budget reductions and the need to clarify our 'early help' services.

#### Staffing Changes:

A number of staffing changes are underway linked to the service re-structure and some personal decisions.

Liz Price retires on 31<sup>st</sup> January as Head of Commissioning and Strategic Planning. In the new structure Liz will be replaced by Mary Kearney-knowles who will lead on Specialist Commissioning.

Maurice Lindsay retires on 31<sup>st</sup> March as Divisional Director for Safeguarding, Social Care and Family Services. A recruitment campaign has been launched to find a permanent replacement and the service is also looking to recruit an Interim Divisional Director to cover the period between Maurice's departure and the arrival of his successor.

Nigel Harrison retires on 31<sup>st</sup> March as Inclusion Support Service Manager. In the new structure this post combines with that of Head of School Improvement and Achievement. From 1<sup>st</sup> April until 31<sup>st</sup> August Wendy Hiscock will temporarily hold this new combined post which is also now subject to recruitment.

Wendy Hiscock will then retire on 31<sup>st</sup> August when it is envisaged a permanent successor will start duties.

Adoption Changes:

A ministerial announcement was made on 24<sup>th</sup> January by Edward Timpson, MP. The announcement is mixed in terms of its impact. On the positive side the £150m ‘top sliced’ from the Early Intervention Grant for 2013 – 14 will return to authorities to improve adoption performance. On the negative side is the threat to legislate to remove the power from authorities to recruit, select and match prospective adoptive families.

He said that he understood the need to drive up performance, but this seems to imply a premise that all local authorities are poor at this element of their work when that is clearly not the case. A financial allocation has not yet been announced.

Ofsted – Targetted (School Improvement) Inspections:

Her Majesty’s Chief Inspector announced on 18<sup>th</sup> January that Ofsted will start targeted programmes of school inspections in local authorities with a high proportion of school demand in intervention or in need of improvement. In the report the proportion of children attending a school categorised (by Ofsted) as ‘Good’ or ‘Outstanding’ were identified. B&NES had 79% of children attending Good or Outstanding Schools, this figure has since risen as recent inspections have moved schools from the old category of ‘satisfactory’ to either Good or Outstanding.

The Chairman on behalf of the Panel thanked him for his update and wished to thank Liz, Maurice and Nigel for all the work they had done for the Council.

**80 PANEL WORKPLAN**

The Panel on this occasion had no amendments to make to the printed workplan.

The meeting ended at 7.20 pm

Chair(person) .....

Date Confirmed and Signed .....

**Prepared by Democratic Services**



Review Title: **Home to School Transport Review 2012**

Overview & Scrutiny Panel: **Early Years, Children and Youth Policy Development and Scrutiny Panel**

Panel Chairman: **Councillor Sally Davis**

Policy Development & Scrutiny Officer: **Lauren Rushen/Donna Vercoe**

Supporting Service Officer: **Kevin Amos**

**Process for Tracking PD&S Recommendations - Guidance note for Cabinet Members**

The enclosed table lists all the recommendations arising from the above Policy Development & Scrutiny Review. Individual recommendations are referred to the relevant named Cabinet Members (or whole Cabinet in the case of a whole Cabinet referral) as listed in the '**Cabinet Member**' column of the table. In order to provide the PD&S Panel with a Cabinet response on each recommendation, the named Cabinet member (or whole Cabinet) is asked to complete the last 3 columns of the table as follows:

**Decision Response**

The Cabinet has the following options:

- **Accept** the Panel's recommendation
- **Reject** the Panel's recommendation
- **Defer** a decision on the recommendation because a response cannot be given at this time. This could be because the recommendation needs to be considered in light of a future Cabinet decision, imminent legislation, relevant strategy development or budget considerations, etc.

**Implementation Date**

- For 'Accept' decision responses, give the date that the recommendation will be implemented.
- For 'Defer' decision responses, give the date that the recommendation will be reconsidered.
- For 'Reject' decisions this is not applicable so write n/a

**Rationale**

Use this space to explain the rationale for your decision response and implementation date. For accepted recommendations, please give details of how they will be implemented.

## Recommendations from the Early Years, Children and Youth Panel

Recommendation	Lead Cabinet Member	Decision Response	Implementation Date	Rationale
<p><b>Recommendation 1:</b> The Council should continue to seek to encourage more sustainable methods of home to school transport; the Panel would particularly like to see an increase in cycling.</p> <p>We understand that as part of the medium term service and resource plan for 2012/14, £500,000 has been allocated to improve cycling provision and we recommend that these, or future funds, are spent across B&amp;NES and not just the city centre. We would particularly encourage the Cabinet to consider where routes could be used to create safer cycling routes to schools.</p>	<p>Cllr Roger Symonds Cllr Dine Romero</p>	<p>Accept</p>	<p>30 / 4 / 2013</p>	<p>Will form a response to the current consultation which is due to end by April 30<sup>th</sup> 2013.</p>
<p><b>Recommendation 2:</b> Given the questionnaire evidence, we recommended that the Cabinet encourage the promotion of safe cycling routes to school as an alternative to using the car where there is a safe route to do so.</p> <p>Evidence from our questionnaire also suggested that there was some level of demand for two cycle paths and we</p>	<p>Cllr Roger Symonds Cllr Dine Romero</p>	<p>Accept</p>	<p>On or after 30 / 4 / 2013</p>	<p>Feasibility study to arise from the consultation exercise.</p>

Recommendation	Lead Cabinet Member	Decision Response	Implementation Date	Rationale
<p>recommend that the Cabinet investigate the feasibility of establishing the following two routes:</p> <ul style="list-style-type: none"> <li>a) Between Bishop Sutton and Chew Valley School</li> <li>b) Compton Dando to Marksbury</li> </ul>				
<p><b>Recommendation 3:</b> We recognise that the existing home to school transport system needs to become more efficient in the current financial climate and that ‘doing nothing’ is not an option.</p> <p>We therefore recommend that the Cabinet considers exploring and implementing from September 2014 one of the following four options in order to reduce the overall spend on home to school transport.</p> <ul style="list-style-type: none"> <li>a) Raising the level of financial contribution currently paid by parents/carers using home to school transport from the Council i.e. those who do not qualify for free home to school transport. This could take the form of raising the fare currently paid for the 1<sup>st</sup> child from £50 per term to a level that would ensure that the service operated on a cost neutral basis (this amount would need to be identified by the Cabinet and Service Officers );</li> <li>b) Removing the 50% reduction for 2<sup>nd</sup> and</li> </ul>	<p>Cllr Dine Romero</p>	<p>Accept</p>		<p>Existing Home to School Transport needs to be more efficient and options to achieve this having been identified need to be fully explored and implemented.</p> <p>This will need to be in place prior to the publication of the next admissions booklet to ensure all aspects of any changes are available to all parents when making applications for school places.</p> <p>The decision on which option will be made at the Cabinet meeting on April 10<sup>th</sup> 2013.</p>

Recommendation	Lead Cabinet Member	Decision Response	Implementation Date	Rationale
<p>3<sup>rd</sup> children and/or removing the subsidised transport for families with more than three children requiring home to school transport (unless they qualified as a low income family).</p> <p>c) A combination of option A and option B. A financial briefing for providing a cost neutral option will be prepared by service officers if either option a, b or c are accepted by the Cabinet.</p> <p>A phased withdrawal of subsidised home to school transport services for new starters attending denominational schools from September 2014 who would not qualify under other home to school policy subsets e.g. as a low income family. This option would not affect students who currently attend the school, only new pupils joining in September 2014.</p> <p>The anticipated savings from this withdrawal would be seen over a number of years can be found at the end of this document in <i>Table 1</i></p> <p>The above savings are calculated on the basis that the money is allocated to denominational schools to arrange transport which is suitable to them. If the Council continues to arrange transport on behalf of the schools the savings in the first few years may not be as great. This is because we may have to continue to use the same size vehicle until numbers drop sufficiently to reduce the size of the transport. Based on current numbers the Council will</p>				

Recommendation	Lead Cabinet Member	Decision Response	Implementation Date	Rationale
<p>continue to spend £15,000 per year as our statutory duty under the extended rights to free travel scheme. This will be for children from low income families who live between 2 and 15 miles from their nearest denominational school.</p> <p>e. This withdrawal could either be administered by the Council or;</p> <p>f. Following a similar example to Wiltshire Council, a set sum of money could be allocated per year to the affected schools to arrange transport that is suitable for them.</p>				
<p><b>Recommendation 4:</b> That the budget to provide home to school transport for children in care (circa £70,000) is maintained for the foreseeable future.</p>	Cllr Dine Romero	Accept	On-going	As part of our commitment to best outcomes for our Children in Care.
<p><b>Recommendation 5</b></p> <p>a) Passenger Transport Services should review home to school transport routes on a termly basis to ensure best value for money and that home to school transport bus routes are as efficient and effective as possible.</p> <p>b) This should also include liaising with parents/carers of students who have Special Educational Needs to consider whether it is appropriate for them to receive independent</p>	Cllr Dine Romero	Accept	On-going	As part of our continuous desire for best value and effective Home to School Transport.

Recommendation	Lead Cabinet Member	Decision Response	Implementation Date	Rationale
travel training and a personalised transport budget to arrange their own transport which may be more suitable for their needs, similar to the system used at Coventry City Council.				

Table 1 Detailing the Anticipating Savings for Recommendation 3:

	Year 1 (2014-15)	Year 2 (2015-16)	Year 3 (2016-17)	Year 4 (2017-18)	Year 5 (2018-19)	Year 6 (2019-20)	Year 7 (2020-21)
Spend on denominational transport	£217,500	£170,500	£123,500	£76,500	£29,500	£19,500	£15,000
Anticipated saving	£27,500	£74,500	£121,500	£169,000	£215,500	£225,500	£230,000

Focus Meeting St Gregory's held on February 20<sup>th</sup> at 7pm  
re: Denominational Transport Review.

About 80 present both parents & teachers

The Head, Raymond Friel, started by giving a presentation which covered a number of points. He explained how the Catholic faith had an underlying impact on the life of each pupil, some of the activities were part of the school as it was Catholic eg the School Chapel available for pupils, but he also stressed the importance of the School ethos which meant all St Gregory's pupils were valued & taught to think about others feelings always.

Slide 1 below clarified information the Review Panel had asked questions about.

SLIDE 1 - Highlighted pupils numbers, whether they were Catholics & where they were from, the change between 2005 & 2006 was when the last change was made to School Transport.

Trends in Numbers of Catholic and Other Students at St. Gregory's, 2005-2012

	2005	2006	2007	2008	2009	2010	2011	2012
Total Students	790	788	814	806	831	814	808	797
Catholic Students	687	660	644	640	642	634	569	554
Non-Catholic Students	103	128	170	166	189	180	239	243
Bath only Students	436	455	467	484	521	527	531	542
Catholic Outside Bath	321	250	297	286	250	250	242	228

SLIDE 2 & 3 - Highlighted points relating to Ethnic minority groups & the impact on them.  
SLIDE 2

Possible Future Impact of Removal of Subsidy on Children from Ethnic Minority Families

Eligible for denominational subsidy (>3 miles from St. Gregory's)

Numbers from ethnic minority groups (Polish, Filipino, Kerala Indian)

	Pupils eligible for transport.	Numbers from ethnic groups
St. Gregory's Catholic College, Bath	170.	41
St. John's Primary School, Bath BA2	47	30
St. Mary's Primary School, Bath BA1	142.	41
St. Benedict's Primary School, Midsomer Norton.	63	3

SLIDE 3

Equalities Impact

- Disproportionate impact on children from ethnic minority groups
- St. Gregory's has highest proportion of EAL students in B&NES – mostly Filipino and Polish communities, growing Kerala Indian community

- We are set up to meet their needs – translators, TAs, tracking, B&NES EMAS links
- If they live more than three miles away they mostly rely on subsidy to travel to St. Gregory's
- If subsidy is removed and they don't come here, they will be scattered throughout the Authority in their second or third preference schools which are less able to meet their needs
- All Catholic families who live more than three miles away will struggle to get their child to the faith school of their choice if subsidy is removed
- A relatively small saving for B&NES will cause significant damage to the 'social contract' and loss of faith among many families

Following the Head's presentation there were a number of speakers who raised the following points:

- o Transport was already quite pricey.
- o Had fair consideration been given to -EIA. Human rights. Minority groups..??
- o Way of life - Catholic, family & community feel, discriminating against faith, promise made bring up in Catholic faith at child's baptism. Some children not taking first communion as families felt they may not be able to fulfil these promises.
- o Bus (50 pupils) through Shepton Mallet, Wells was running picking up pupils - had the impact on Somerset CC of a decision to cut the transport been considered? Would it set a precedent?
- o Fair Pay Scheme – clarification about the scheme was sought.
- o MSN area low income, no spare money for paying for transport
- o St.Gregory's would end up as a Bath school.
- o If pupils changed school many would still get free transport, so what's the gain to B&NES ? 1% savings
- o All school transport should be free.
- o From the Bathford area it was stated pupils had a subsidised bus pass, if charges were increased or transport withdrawn more cars on the roads as more parents drive pupils to school.
- o Some parents with younger children were waiting to move depending on decision made by Cabinet, e.g. from Bath to Paulton.
- o One parent said their child had said they would walk from PSJ – problem of no pavement & time made this impossible.
- o St Gregory's is a safe brilliant education; would any change be saving or costing LA money??
- o Director of Education in Clifton Diocese stated they good partnership with LA, parents already paying for the school/education through Church, so why would the Diocese support a Catholic school which pupils can't attend?

I attached these points as an Appendix to the original report, as promised, so those making decisions are aware of points raised with me as Chair of the Panel.

SALLY DAVIS.

March 15th 2013



**Report to Early Years, Children & Youth Panel  
March 25<sup>th</sup> 2013**

**Virtual Schools Update**

**Author:** Michael Gorman, Headteacher of Bath and North East Somerset Virtual School for Children in Care

**Background**

- There are currently 101 children in the care of Bath & North East Somerset in Reception to Year 11. There are 90 young people/care leavers aged 16-20.
- The Virtual School was set up in September 2009 and built on the good work of the Education Coordinator for Children in Care. There are three members of staff: the head (0.8), the education coordinator (0.8) and an administrative assistant (0.6). The Virtual School exists to help fulfil the statutory duty on the Local Authority to promote the education of children in care.
- Each child in care has a Personal Education Plan (PEP) which is reviewed every six months.
- Schools receive the Pupil Premium to support the education of each child in care. This will be £900 in the financial year 2013-2014
- Ofsted judged the education for children in care in Bath and North East Somerset to be 'good' in the January 2012 inspection.

**The national picture**

Last autumn two significant national reports were published concerning the education of children in care:

- An All Party Parliamentary Report
- A survey report of Virtual Schools by Ofsted

Both concluded that children in care still needed more support to make progress in schools. Ofsted inspectors saw evidence of very effective support involving virtual schools that not only made a difference to children's educational progress, but also often enhanced the stability of their placements and had a positive impact upon their emotional well-being. The All Party Parliamentary Report made 90 recommendations - the key ones are listed overleaf.

**The key recommendations from both reports were as follows:**

**1. Put Virtual School Heads on a statutory footing**

The government has announced its intention to do this.

**2. Virtual School Heads should retain responsibility for care leavers from the age of 0–25.**

This is a good proposal but it will have significant implications for capacity, training and quality assurance.

**3. Introduce a Pupil Premium Plus – a larger amount for children in care**

We would welcome this - our schools very good at using PP for the specific needs of individuals.

**4. Personal Education Plans should be reviewed three times a year**

We prefer to review PEPs of complex cases more frequently, rather than a having a blanket requirement to review all PEPs three times a year.

**5. More educational training for carers**

We have extended our training for carers this year with a carers' conference with South Gloucestershire

**6. Greater weight should be placed on education in initial social worker training. Teachers should receive greater training to improve their understanding of and ability to manage issues such as trauma, attachment and Foetal Alcohol Spectrum Disorder.**

We are providing more training for social workers and are developing the Attachment Aware Schools programme with Bath Spa University.

**8. Build upon the Designated Teacher model in schools by promoting a Designated Member of Staff in further and higher education**

Local colleges provide good support to care leavers but this is not always the case nationally.

<b>Bath &amp; North East Somerset Council</b>	
MEETING:	Early Years, Children & Youth Policy Development and Scrutiny Panel
MEETING DATE:	25 March 2013
TITLE:	<b>Update Briefing: Academies and Services to Schools</b>
WARD:	ALL
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b> Attachment 1 – Draft Principles and Outcomes	

## **1 THE ISSUE**

- 1.1 To provide a further update on the dialogue between the Department and local schools, regarding future collaborative arrangements and the delivery of services.

## **2 RECOMMENDATION**

The Panel is asked to:

- 2.1 Note the report and receive a further update in due course.

## **3 THE REPORT**

- 3.1 The Department has been continuing to work with schools and staff to consider our future roles, ways of working together and the potential impact on the delivery of services to schools arising from recent policy and legislative change, including the development of Academies and Teaching Schools and further delegation of funding to all schools.
- 3.2 The previous report in March 2012 described the dialogue with head teachers, governors and staff, leading to a commitment from the Authority to continue offering the broad range of current services for at least 2 years.
- 3.3 Subsequent to that the service produced a detailed brochure of services that schools could access – either funded by us as part of our statutory role or that they could choose to purchase. This was published in the autumn.
- 3.4 Schools responded positively to this with the majority of schools choosing to continue with most of the services they were previously accessing. These

commitments are now being secured through Service Level Agreements. It is clear however, that schools will increasingly wish to make independent choices about which services they continue to fund.

- 3.5 One service that schools have chosen not to continue to fund is the Learning Support Service. Staff consultation is underway on the proposal to discontinue this service in August 2013. Schools will retain the funding and responsibility for specialist teaching (eg for support with dyslexia).
- 3.6 Alongside the discussion about service delivery, we have also embarked on a further dialogue with schools about the Authority's strategic and leadership role in the local education system and the respective roles of Schools and Teaching Schools.
- 3.7 There has been considerable national debate on the evolving role of local authorities (for example see background paper referenced below) and some of this has informed the local discussions. In particular, we need to embrace the new landscape and build new relationships with schools, academies, academy sponsors and Teaching Schools if we are to create a broad collaboration for the benefit of children and young people across Bath and North East Somerset. The authority can play a key leadership role in bringing partners together, but cannot direct how it happens.
- 3.8 At the same time, we need to be clear about how schools and academies will be held to account by the local community and the authority's role as a champion of children and families, which may lead us to challenge schools who are not co-operating with Fair Access protocols or other local collaborative arrangements.
- 3.9 A series of draft principles and desired outcomes has been shared and tested with head teachers and chairs of governors and is attached for information (see attachment 1). We are continuing to develop these and to articulate 'how we will work' setting out what this might mean for each type of organisation.
- 3.10 This debate will continue both nationally and locally and a further update will be brought to PDS in due course.

<b>Contact person</b>	<i>Mike Bowden 01225 395610</i>
<b>Background papers</b>	<a href="http://www.virtualstaffcollege.co.uk/wp-content/uploads/Think-Piece-By-Whose-Authority-1.4-1.pdf">http://www.virtualstaffcollege.co.uk/wp-content/uploads/Think-Piece-By-Whose-Authority-1.4-1.pdf</a>
<b>Please contact the report author if you need to access this report in an alternative format</b>	

## ATTACHMENT 1 - DRAFT PRINCIPLES AND OUTCOMES

### **The Principles we will adopt:**

- Every child is unique and has the right to grow and develop personally, emotionally and intellectually
- Safeguarding of children remains a paramount concern
- All organisations working with children have a shared moral purpose to work together to enable our children to enjoy the best possible outcomes, not least because we all have a duty to see public money spent well on educating children
- The LA will champion children and their families to ensure their needs are central
- The LA will work with and support schools to deliver the best outcomes for all, promoting participation and high standards of education for children with Special Educational Needs or who are in care or otherwise vulnerable
- The LA will work in partnership with Teaching Schools to ensure clarity of our respective roles and optimise wider benefits to the system
- Every school is unique and has good practice to share
- The accountability for school improvement rests with autonomous and self-improving schools
- Identified schools will be challenged and supported through access to best practice within and beyond the LA, this includes Teaching Schools, National, Local and Specialist leaders in Education, School to School Support as well as support from the School Improvement Inclusion Service and Dioceses
- Improvement is secured through high quality leadership and learning and teaching in schools. Additional equally important drivers for improvement are improving the conditions for learning and strengthening the school as a learning community
- Successful schools are inclusive schools which personalise learning experiences through enriched and engaging learning opportunities
- Improving outcomes for all children can best be achieved by schools working collaboratively and inclusively, in partnerships with a range of providers
- Schools will be encouraged to celebrate success and innovation which enables all children to become successful learners, confident individuals and responsible citizens
- All schools and Academies will be expected to comply with statutory obligations including participation in the local Fair Access Protocol, to ensure access to education for all children, including those most vulnerable, without delay
- The LA will work fairly and transparently in establishing and implementing policies relating to school funding, place planning and other relevant matters and will seek to engage with schools in the development and implementation of policy.
- The LA will work within the overarching framework of legislation, regulation and local policy, such as the policy statement on Academies and Free Schools (Sept 2011).

### **The Outcomes we want to achieve:**

- Improved outcomes for all pupils including the most vulnerable
- All schools to be judged good or outstanding by Ofsted
- All schools to achieve above National Floor Standards
- Identified schools have clear action plans for improving performance
- Narrowing the attainment gap between vulnerable groups of children and the overall level achieved
- Effectively governed schools, with accommodation that is of sufficient capacity and fit for purpose, accessible to all
- Strong collaboration between schools and between schools and the Authority
- Minimising disruption to children's education by achieving the lowest possible level of school exclusions
- Schools making the most of opportunities to contribute to the wider health and wellbeing and strength of their local communities.

**What we mean by an Integrated Approach is:**

- Everyone who supports children and young people working together effectively to put children at the centre and not organisations
- All agencies work together openly, honestly, effectively, sharing information and providing the right help to children, young people and their families at the right times
- All providers of School Improvement Services (LA, Dioceses, Teaching Schools, other commissioned services) valuing the contributions all make in delivering the Children & Young People's Plan vision
- We all aim to prevent failure and promote success
- Using the integrated pathway to inform decision making
- Completing Common Assessments with vulnerable young people and where appropriate convening multi-agency meetings to agree plans to support them

<b>Bath &amp; North East Somerset Council</b>	
<b>MEETING: EARLY YEARS, CHILDREN &amp; YOUTH POLICY DEVELOPMENT &amp; SCRUTINY PANEL</b>	
MEETING DATE:	<b>25th March 2013</b>
TITLE:	<b>WORKPLAN FOR 2013/14</b>
WARD:	All
<b>AN OPEN PUBLIC ITEM</b>	
<b>List of attachments to this report:</b>	
Appendix 1 – Panel Workplan	

**1 THE ISSUE**

- 1.1 This report presents the latest workplan for the Panel (Appendix 1).
- 1.2 The Panel is required to set out its thoughts/plans for their future workload, in order to feed into cross-Panel discussions between Chairs and Vice-chairs - to ensure there is no duplication, and to share resources appropriately where required.

**2 RECOMMENDATION**

- 2.1 The Panel is recommended to
  - (a) consider the range of items that could be part of their Workplan for 2013/14

**3 FINANCIAL IMPLICATIONS**

- 3.1 All workplan items, including issues identified for in-depth reviews and investigations, will be managed within the budget and resources available to the Panel (including the designated Policy Development and Scrutiny Team and Panel budgets, as well as resources provided by Cabinet Members/Directorates).

## 4 THE REPORT

4.1 The purpose of the workplan is to ensure that the Panel's work is properly focused on its agreed key areas, within the Panel's remit. It enables planning over the short-to-medium term (ie: 12 – 24 months) so there is appropriate and timely involvement of the Panel in:

- a) Holding the executive (Cabinet) to account
- b) Policy review
- c) Policy development
- d) External scrutiny.

4.2 The workplan helps the Panel

- a) prioritise the wide range of possible work activities they could engage in
- b) retain flexibility to respond to changing circumstances, and issues arising,
- c) ensure that Councillors and officers can plan for and access appropriate resources needed to carry out the work
- d) engage the public and interested organisations, helping them to find out about the Panel's activities, and encouraging their suggestions and involvement.

4.3 The Panel should take into account all suggestions for work plan items in its discussions, and assess these for inclusion into the workplan. Councillors may find it helpful to consider the following criteria to identify items for inclusion in the workplan, or for ruling out items, during their deliberations:-

- (1) public interest/involvement
- (2) time (deadlines and available Panel meeting time)
- (3) resources (Councillor, officer and financial)
- (4) regular items/"must do" requirements (eg: statutory, budget scrutiny, etc)?
- (5) connection to corporate priorities, or vision or values
- (6) has the work already been done/is underway elsewhere?
- (7) does it need to be considered at a formal Panel meeting, or by a different approach?

The key question for the Panel to ask itself is - can we "add value", or make a difference through our involvement?



- 4.4 There are a wide range of people and sources of potential work plan items that Panel members can use. The Panel can also use several different ways of working to deal with the items on the workplan. Some issues may be sufficiently substantial to require a more in-depth form of investigation.
- 4.5 Suggestions for more in-depth types of investigations, such as a project/review or a scrutiny inquiry day, may benefit from being presented to the Panel in more detail.
- 4.6 When considering the workplan on a meeting-by-meeting level, Councillors should also bear in mind the management of the meetings - the issues to be addressed will partially determine the timetabling and format of the meetings, and whether, for example, any contributors or additional information is required.

## 5 RISK MANAGEMENT

- 5.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.

## 6 EQUALITIES

- 6.1 Equalities will be considered during the selection of items for the workplan, and in particular, when discussing individual agenda items at future meetings.

## 7 CONSULTATION

- 7.1 The Workplan is reviewed and updated regularly in public at each Panel meeting. Any Councillor, or other local organisation or resident, can suggest items for the Panel to consider via the Chair (both during Panel meeting debates, or outside of Panel meetings).

## 8 ADVICE SOUGHT

- 8.1 The Council's Monitoring Officer (Divisional Director – Legal and Democratic Services) and Section 151 Officer (Divisional Director - Finance) have had the opportunity to input to this report and have cleared it for publication.

<b>Contact person</b>	Michaela Gay, Democratic Services Officer. Tel 01225 394411
<b>Background papers</b>	None
<b>Please contact the report author if you need to access this report in an alternative format</b>	

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**Early Years, Children and Youth Policy Development & Scrutiny Panel Workplan**

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
<b>18<sup>th</sup> July 2011</b>	Primary / Secondary Parliament Feedback	AA	Briony Waite	Verbal Update		
	Complaints Annual Report	AA	Mary Kearney Knowles	Report		
	LSCB Annual Report	AA	Maurice Lindsay	Report		May 2011
	Childcare Sufficiency Final Report / Action Plan	AA	Philip Frankland	Report	Panel (Jan 11)	April 2011
	Youth Justice Plan	AA	Sally Churchyard	Report		
	Child Protection / Safeguarding (Performance)	AA	Maurice Lindsay / Trina Shane	Report		Report every 6 months
	Academies	AA	Ashley Ayre	Report		
	Children's Services Department Development	AA	Ashley Ayre	Report		
	Cabinet Member Update			Verbal Update		
	Children's Services Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
<b>10<sup>th</sup> Oct 2011</b>						
	Lean Review of Children's Social Care	AA	Maurice Lindsay / Trina Shane	Presentation		
	KS2 / KS4 / 'A' level results	AA	Wendy Hiscock	Verbal		
	School Meals (nutritional value, payment options and provision)	AA	Ian Crook	Report	Panel (July 11)	
	School Sports Strategy		Marc Higgins / Tony Parker	Update	Panel (March 10)	
	Academies / Free School Policy	AA	Ashley Ayre	Report		
	Feedback from Head / Chair of Governor Conference		Peter Mountstephen	Verbal		
	School Recycling		Cllr Dine Romero	Verbal		
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>28<sup>th</sup> Nov 2011</b>						
	2011 Exam Results	AA	Wendy Hiscock	Report / Presentation		Nov 2011
	Draft LSCB Annual Report 2011/12	AA	Maurice Lindsay	Report		Nov 2011
	Medium Term Service and Resource Plans	AA	Ashley Ayre	Report		
	Cabinet Member Update					
	People and Communities Strategic Director's	AA	Ashley Ayre	Briefing		Paper to be issued on

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
	Briefing					meeting day
<b>23<sup>rd</sup> Jan 2012</b>						
	Service Action Plans	AA	Liz Price	Report		
	Interim Admissions Report	AA	Helen Hoynes	Verbal		
	Feedback from Head / Chair of Governor Conference		Peter Mountstephen	Verbal		
	'Shape of Things to Come' Update	AA	Mike Bowden	Verbal		
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>19<sup>th</sup> March 2012</b>						
	Youth Democracy & Participation Overview	AA	Briony Waite	Presentation		
	Preventing Drug and Alcohol Abuse by Young People	AA	Kate Murphy	Report		
	Primary and Secondary School Organisation Plan 2011 - 2015 (Including General Place Planning up to 2026)	AA	Helen Hoynes / Kevin Amos	Report		
	Child Protection Activity Report	AA	Maurice Lindsay / Trina Shane	Report		
	Ofsted inspection of Safeguarding and Looked After Children's Services	AA	Maurice Lindsay	Report		
	School Partnerships	AA	Mike Bowden	Report	Panel Nov 2012	
	Cabinet Member Update					

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>21<sup>st</sup> May 2012</b>						
	Home to School Transport Review – Terms of Reference		Donna Vercoe / Lauren Rushen	Report		
	The Role of the Children's Services Director	AA	Ashley Ayre	Briefing		May 2012
	People and Communities Service Redesign	AA	Ashley Ayre	Report		May 2012
	Skills & Employability Update	AA	Jeremy Smalley	Report		May 2012
	Safeguarding and Looked After Children's Services Improvement Plan	AA	Maurice Lindsay	Verbal		
	Supporting Young People Strategy Update	AA	Tony Parker	Briefing		May 2012
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>9<sup>th</sup> July 2012</b>						
	Youth Democracy & Participation Overview (Primary / Young People's Parliament Feedback)	AA	Briony Waite	Presentation		
	Children's Centres	AA	Sara Willis	Report		July 2012
	Play Partnership	AA	Sara Willis	Report		July 2012
	Family and Friends Care Policy	AA	Charlie Moat	Report		

Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
	Safeguarding and Looked After Children's Services Improvement Plan	AA	Maurice Lindsay	Report	Panel May 2012	
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
	Panel Co-opted Membership		Mark Durnford	Report		
<b>24<sup>th</sup> Sept 2012</b>						
	KS2 / KS4 / 'A' level results	AA	Wendy Hiscock	Verbal		
	Family Intervention Project	AA	Sally Churchyard / Chris Wilford	Briefing		
	Permanent School Exclusions	AA	Nigel Harrisson	Update	Panel March 2012	
	Adoption Action Plan	AA	Maurice Lindsay	Report		
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing (inc. Restructure Update & Children's Health)	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>26th Nov 2012</b>						
	Special Educational Needs School Funding	AA	Nigel Harrisson	Report	Panel on 24/9/12	
	Medium Term Service and Resource Plans	AA	Richard Morgan	Report		
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day

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Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
<b>28th Jan 2013</b>						
	Young People's Parliament Feedback (Writhlington School)	AA	Nichola Giddings / Briony Waite	Presentation		
	Home to School Transport Review - Recommendations	AA	Lauren Rushen	Report		
	B&NES School Sport Partnership	AA	Tony Parker / Dave Burston	Report		
	Radstock Youth Partnership		Cllr Eleanor Jackson	Report		
	Draft LSCB Annual Report 2012-13	AA	Maurice Lindsay	Report		
	Safeguarding and Looked After Children's Services Improvement Plan	AA	Maurice Lindsay	Update	Panel July 2012	
	Complex Families	AA	Tony Parker	Update		
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>25th March 2013</b>						
	Home to School Transport Review – Cabinet Member Response	AA	Councillor Dine Romero	Response Table		
	Virtual School Update (inc. all-party Parliamentary Group report "Looked after Children and Care Leavers")	AA	Michael Gorman	Update		
	Academies and Services to Schools	AA	Mike Bowden	Update	Panel May 2012	Services from the Council
	Sector Led improvement	AA	Ashley Ayre	Report		
	Cabinet Member Update					



Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>3rd June 2013</b>						
	Young People's Parliament Feedback (Writhlington School)	AA	Nichola Giddings / Briony Waite	Presentation		
	Skills, Employability & Participation Update	AA	Jeremy Smalley / David Percival	Update		May 2012
	Future Budget Plans 2014 / 15 / 16	AA			Panel – 26/11/12	
	The Role of the Children's Services and Director of Children's Services Assurance Test	AA	Ashley Ayre	Report		
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>8th July 2013</b>						
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>23rd Sept 2013</b>						
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day

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Meeting Date	Agenda Item	Director	Report Author	Format of Item	Requested By	Notes
<b>25th Nov 2013</b>						
	Cabinet Member Update					
	People and Communities Strategic Director's Briefing	AA	Ashley Ayre	Briefing		Paper to be issued on meeting day
<b>Future items</b>						
	Primary School Place Planning	AA	Helen Hoynes	Report		