

Democratic Services

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Date: 17th January 2014

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

Councillors: Sally Davis, Sarah Bevan, Liz Hardman, David Veale, Loraine Morgan-Brinkhurst MBE, Michael Evans, Colin Barrett, Manda Rigby and Dine Romero

Co-opted Voting Members: David Williams

Co-opted Non-Voting Members: Chris Batten, Peter Mountstephen and Mike Fidanoglu 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, 27th January, 2014

You are invited to attend a meeting of the **Early Years, Children and Youth Policy Development and Scrutiny Panel**, to be held on **Monday, 27th January, 2014 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:-

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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, 27th
January, 2014**

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

At this point in the meeting declarations of interest are received from Members in any of the agenda items under consideration at the meeting. Members are asked to indicate:

(a) The agenda item number in which they have an interest to declare.

(b) The nature of their interest.

(c) Whether their interest is a **disclosable pecuniary interest** or an **other interest**, (as defined in Part 2, A and B of the Code of Conduct and Rules for Registration of Interests)

Any Member who needs to clarify any matters relating to the declaration of interests is recommended to seek advice from the Council's Monitoring Officer or a member of his staff before the meeting to expedite dealing with the item during the meeting.

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 - 25TH NOVEMBER 2013 (Pages 7 - 18)
8. RE-STRUCTURING OF THE EARLY YEARS, CHILDREN'S CENTRE AND EARLY HELP (0 - 11 YEARS) SERVICES 2014 - 2016 (Pages 19 - 54)

The Panel will receive a presentation regarding this item at the meeting.

9. CHILDREN'S SERVICE SOCIAL CARE COMPLAINTS ANNUAL REPORT 2012 - 2013 (Pages 55 - 74)

This report is to inform and reassure the Panel about the number of compliments and complaints over the period and to demonstrate the appropriate management of them along with the learning and service improvement from them.

10. PRIMARY AND SECONDARY SCHOOL ORGANISATION PLAN 2013 - 2017 (Pages 75 - 114)

The Primary and Secondary School Organisation Plan 2013 – 2017 at Appendix 1 outlines the current level of primary and secondary provision in the Authority, detailed projected pupil numbers over the next four years up to admissions in September 2017 based on births and resident population data and outline pupil numbers up to 2029 as a consequence of the future planned housing development in the Authority.

11. CHILDREN & YOUNG PERSONS PLAN (Pages 115 - 150)

The Children Trust Board and Bath and North East Somerset Local Authority have jointly agreed to the development of a new CYPP 2014-2017. It will clearly define the priorities which will directly influence the future commissioning intentions for the delivery of services. The new plan is aligned to the Health and Well Being Strategy 2013-18.

12. COMMISSIONING PLANS

The Panel will receive a presentation regarding this item at the meeting.

13. CABINET MEMBER UPDATE

The Cabinet Member will update the Panel on any relevant issues. Panel members may ask questions.

14. PEOPLE AND COMMUNITIES STRATEGIC DIRECTOR'S BRIEFING

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

15. PANEL WORKPLAN (Pages 151 - 154)

This report presents the latest workplan for the Panel.

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

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BATH AND NORTH EAST SOMERSET COUNCIL

EARLY YEARS, CHILDREN AND YOUTH POLICY DEVELOPMENT AND SCRUTINY PANEL

Monday, 25th November, 2013

Present:- Councillors: Sally Davis (Chair), Sarah Bevan (Vice-Chair), Liz Hardman, David Veale, Loraine Morgan-Brinkhurst MBE and Colin Barrett (In place of Michael Evans)

Co-opted Voting Members:- David Williams

Co-opted Non-voting Members:- Chris Batten

Also in attendance: Ashley Ayre (People and Communities Strategic Director), Charlie Moat (Child and Families Group Manager), Mike Bowden (Deputy Director for Children and Young People – Strategy and Commissioning), Richard Baldwin (Divisional Director for Children & Young People - Specialist Services), Kate Murphy (PSHE & Drug Education Consultant), Adrian Clarke (Transportation Planning Manager), Jessica Fox-Taylor (Local Sustainable Transport Co-ordinator) and Nick Jeanes (Team Leader for Traffic and Safety)

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

52 WELCOME AND INTRODUCTIONS

The Chair welcomed everyone to the meeting.

53 EMERGENCY EVACUATION PROCEDURE

The Chair drew attention to the emergency evacuation procedure.

54 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

Councillor Michael Evans had sent his apologies to the Panel. Councillor Colin Barrett was present as his substitute for the duration of the meeting.

The Liberal Democrat Group currently has a vacancy on the Panel, Councillor Lisa Brett was their representative on this occasion.

55 DECLARATIONS OF INTEREST

There were none.

56 TO ANNOUNCE ANY URGENT BUSINESS AGREED BY THE CHAIRMAN

The Chair agreed that the Panel would debate the Call-In of the recent Cabinet decision E2593: Re-structuring of the Early Years, Children's Centre and Early Help (0 - 11 years) Services 2014 – 2016 at Item 11 in the agenda.

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

Councillor Tim Warren and Councillor John Bull had registered to speak in relation to the Call-In of Cabinet decision E2593: Re-structuring of the Early Years, Children's Centre and Early Help (0 - 11 years) Services 2014 – 2016. They both asked to speak when the matter was reached on the agenda.

58 MINUTES - 23RD SEPTEMBER 2013 & 14TH OCTOBER 2013

Councillor Loraine Morgan-Brinkhurst asked for her apologies to be recorded for the meeting that took place on September 23rd 2013.

The Panel confirmed the minutes of the previous two meetings with that amendment as a true record and they were duly signed by the Chairman.

59 SCHOOL TRAVEL PLANS (INCLUDING SAFER ROUTES TO SCHOOL)

The Transportation Planning Manager introduced this item to the Panel. He explained that a School Travel Plan (STP) is a working document developed by the school which aims, amongst other things, to:

- reduce congestion at the school gates
- encourage more sustainable forms of transport on the school journey
- promote a healthier lifestyle

He spoke of how there had also been a shift away from car use from 32.5% in 2006/7 down to 26.7% in 2009/10 throughout Bath and North East Somerset in both rural and urban areas. He added that in comparing 2006/7 data with 2009/10 data, more children are cycling, using public transport and car sharing rather than coming by car.

Councillor Sarah Bevan asked if schools were to be issued with free bike stands.

The Local Sustainable Transport Co-ordinator replied that £35,000 had been set aside in the budget for work in this area and that that was one of the ideas being discussed. She added that another element on the Plans was to enable the schools to become part of the project delivery and to make people aware of their options.

Councillor Liz Hardman asked how often the Plans are reviewed.

The Local Sustainable Transport Co-ordinator replied that the Plans were very officer intensive in the first instance, but now there is an online facility that allows schools to update them directly which is linked to a national accreditation.

Councillor David Veale asked if having a School Travel Plan officer had seen a substantial improvement in the numbers of pupils using modes other than a car to travel to school.

The Local Sustainable Transport Co-ordinator replied that there could be as much as a 25% increase through direct work.

The Team Leader for Traffic and Safety replied that he would send the Panel a report that had been written by an officer from Sustrans.

The Transportation Planning Manager added that officers try to identify where the focus for change is required and take direct action. He believed that the trends seen will continue in a positive manner and that encouraging feedback has been received from the schools.

The Chair thanked them for their report on behalf of the Panel.

60 SEX AND RELATIONSHIPS EDUCATION IN SCHOOLS - SHEU SURVEY RESULTS

The PSHE & Drug Education Consultant introduced this item to the Panel. She introduced Viv Crouch, School Nurse, who informed them that B&NES has extensive experience in developing and delivering evidence based sexual health education/prevention for young people.

She added that key to this was the Personal Social and Health Education (PSHE) CPD Accredited Training Programme for Teachers, Nurses and Other Professional which is designed to ensure quality PSHE provision in Sexual Health, Drug & Alcohol Education, Emotional Health and Well-Being as well as to improve local partnership work. She said that to date 200 participants had completed the course which had been a programme of generic PSHE skills / standards plus an area of specific focus, which for most participants has been Sex and Relationships Education (SRE).

The PSHE & Drug Education Consultant reported that the outcomes of the recent SHEU survey were good in comparison to national figures and that a regional analysis was currently underway. She then highlighted some of the positives from the survey and areas of concern.

Positives: Primary

- Feeling fit & physical activity
- Cycle Safety
- Alcohol / Smoking (Year 6)

Of concern: Primary

- Anxiety levels / worrying
- Self esteem
- Perceptions of bullying
- E-safety

Positives: Secondary

- Having breakfast
- Dental Care
- Alcohol / Smoking

Secondary: Of concern

- Worrying
- Self esteem
- Fewer enjoying school / wanting to stay in full time education
- Perceptions of bullying

She said that work in relation to the outcomes of children in receipt of Free School Meals was on-going.

She stated that one of the actions following the survey was to attempt to decrease bullying and the perception of bullying within Secondary Schools.

She reported that there had been a 40% reduction in teenage pregnancies through partnership working and that an enhanced sexual health service was now run at 5 – 6 schools and 3 youth centres. She added that a training programme had also been developed to help parents talk to their children regarding these matters.

Councillor Sarah Bevan commented that she was concerned by the figures relating to the perception of being bullied.

The PSHE & Drug Education Consultant replied that this was pupils responding to say that they were afraid of being bullied / attending school. She added that focus groups had been suggested to be set up at schools amongst other work.

Councillor Sarah Bevan commented that she had noticed signage within the toilets of Bath College relating to female genital mutilation and asked if officers were addressing this issue also.

The School Nurse replied that work had been carried out with students on this matter. She added that she was aware that in Bristol 20 – 30 correction procedures were taking place a month.

Councillor Lisa Brett asked if an increase in violence in relationships had been seen.

The PSHE & Drug Education Consultant replied that there had been a noted increase in sexual bullying which include verbal abuse and inappropriate touching.

Councillor Liz Hardman commented that she was concerned in the huge gap between pupils that receive Free School Meals and other pupils. She asked if the Pupil Premium was being used to give a benefit to the pupil as a whole, not just academically.

The PSHE & Drug Education Consultant replied that they were looking at creative / evidence based use of the premium.

The People & Communities Strategic Director added that schools were being asked to think broadly about how they use it to create better outcomes for individuals.

The Chair thanked them for the report on behalf of the Panel.

61 RE-STRUCTURING OF THE EARLY YEARS, CHILDREN'S CENTRE AND EARLY HELP (0 - 11 YEARS) SERVICES 2014 - 2016

The Chairman introduced this item to the Panel. She informed them that a total of 21 Councillors had signed the Call-In notice and explained the procedure involved. She then asked the Lead Call-In Member, Councillor Liz Hardman to address the Panel.

Councillor Hardman reaffirmed the points stated within the Call-In notice:

- The Cabinet has not answered the questions raised by the EYCY PDS Panel including which services will be provided under the proposed new model, who will run the various Children's Centres and to whom these services will be available;
- The Cabinet has not formulated any response either to the recommendations of the Early Years, Children and Youth PDS Panel or to the Minority Report
- The Cabinet has provided no timetable for formulating such a response; and
- The Cabinet has given no indication about whether it is prepared to reconsider its overall budget to identify alternative areas of saving, as recommended by both the EYCY PDS Panel and the Minority Report.

She argued that the proposed 38 – 40% cuts for Children's Services were disproportionate to other services of the Council. She also called for any cuts in services to be delayed until the budget of 2015.

She urged the Panel to uphold the Call-In.

Councillor Lisa Brett commented that the Cabinet had agreed to note and formulate a response to the Panel's recommendations and the issues raised in the Minority Report.

Councillor Liz Hardman replied that they had given no timetable in which they intend to respond. She added that no clarification had been given on the model to which the centres would operate and what services would be available at the centres.

The Cabinet Member for Early Years, Children & Youth, Councillor Dine Romero addressed the Panel. She acknowledged that the points raised in both reports had not been answered yet and said that was because the models had not yet been fully designed. She added that a consultation process must be carried out and that tenders for services would need to be received. She said that she planned to

respond within 2 months and offered to provide an update to the Panel at their meeting in January.

She stated that there was not a one size fits all solution and so time was required to put the correct services in place. She also confirmed that she had asked the other Cabinet Members to look at their budgets to see if they could ease the pressure on Children's Services.

Councillor Colin Barrett commented that residents within Weston were already concerned that a decision had already been made of the future of the centre located there as a number of groups had been touting to use it.

Councillor Romero replied that no decision had been made.

Councillor Liz Hardman asked when any changes will occur.

Councillor Romero replied that implementation was likely in 2015.

Councillor Tim Warren addressed the Panel. He said that the Cabinet had failed to address the concerns raised especially those of services to be provided and the number of hubs. He said that he agreed with Councillor Hardman that the cuts were disproportionate and called for the Council to learn through the best practice of other authorities and the work of voluntary organisations.

He asked for the decision to be sent back to the Cabinet.

Councillor John Bull addressed the Panel. He said that he agreed with the comments made by Councillor Hardman. He stressed the need for consultation prior to any implementation.

Councillor Loraine Morgan-Brinkhurst asked if he would have preferred a rather hurried response by the Cabinet or for models to be designed and consultation to be planned.

Councillor Bull replied that he would have liked the Cabinet to have responded to the points raised at their last meeting.

Councillor Dine Romero commented that it would have been irresponsible to have already created the models and stressed the need to take time and do it right. She added that she was happy to work with officers and report back to the Panel in January.

She stated that the concerns raised by the Panel will be addressed in the next stages and inform the models that are adopted.

Councillor Liz Hardman commented that 80% of 0 – 4 year olds had accessed a service at one of the centres. She also felt that insufficient financial information had been available. She said that she was pleased to hear that other Cabinet Members had been approached regarding their budgets.

She then formally proposed that the Call-In be upheld and that the decision should be sent back to the Cabinet.

Councillor David Veale seconded the proposal.

The Chair commented that she expected the Cabinet to have a fuller discussion on the matter and at the very least expected the Panel to be updated with a report in January.

The Panel **RESOLVED** by a majority vote to uphold the Call-In for the reasons stated above and asked for the Cabinet decision to be reconsidered at its meeting on Wednesday December 4th 2013.

62 SPECIAL EDUCATIONAL NEEDS REFORM

The Child and Families Group Manager introduced this item to the Panel. He informed them that there are 760 school age children in B&NES with statements of SEN who will need education health and care (EHC) plans. He added that it is likely based on both national and local data that 18-20% of all children and young people in B&NES have some level of SEN, most of whom are supported in schools and other universal and targeted services with specialist input when needed.

He stated that B&NES did a good job within its current framework and was good at transitions. He said that the proposal was to now have one whole service up to 25 years of age and for the plans to be personally incentive led and shared with other services.

He explained that a pilot was planned for the New Year with implementation scheduled for September 2014.

Councillor Liz Hardman commented that she felt it was a good proposal. She asked what impact it would have on pupils in receipt of School Action Plus.

The Child and Families Group Manager replied that under the new proposals some of the terminology will change. He said that the statutory duties upon academies and places of further education would be strengthened.

Councillor Loraine Morgan-Brinkhurst commented that she welcomed the measure to include people up to the age of 25. She asked when the Panel could receive further information on the matter.

The Child and Families Group Manager replied that officers would have a better idea of how the plans would work in the Spring / Summer of 2014.

The Deputy Director for Children & Young People – Strategy and Commissioning added that it was not solely a Council matter and that schools and bodies such as the Clinical Commissioning Group (CCG) need to be involved.

The Panel **RESOLVED** to note the issues of SEND reform for Bath & North East Somerset.

The Chair thanked the Child and Families Group Manager for his report on behalf of the Panel.

63 EARLY HELP OFFER

The Divisional Director for Children and Young People – Specialist Services introduced this item to the Panel. He explained that the Early Help offer in Bath and North East Somerset was delivered across a number of teams and settings. He said that these included the Connecting Families Team, our Children’s Centres across the region, Youth Service and Connexions Team.

He informed them that as of 1st November “Targeted” services were now managed alongside “Specialist” services. He said the integrated approach was in line with the “Early Help” model on intervention which has been included in the new LSCB “Threshold” document.

He spoke of the Connecting Families programme and how it had now been running for over six months. He said the team were currently working directly with 35 families identified by the government and ourselves as needing intensive intervention. He stated that in addition to this the team are also assisting with/supporting work with approximately 100 additional families where partner agencies are also involved in work to improve outcomes.

He informed the Panel that Council are currently in the process of bringing the Connexions Service back “in-house”. He said that at the point the service comes back into the Council it would take the opportunity to reduce the service by 50% as part of the contribution to the Medium Term Service Resource Plan. He explained that this would still enable us to maintain a service that is able to track the progress of pupils into further education, training or employment, as well a small/reduced capacity to undertake targeted work with those young people at risk of becoming NEET.

The Chair thanked him for his report on behalf of the Panel.

64 SCHOOL PERFORMANCE DATA

The Deputy Director for Children and Young People – Strategy and Commissioning introduced this item to the Panel. He said that very little information had changed from the data reported verbally in September.

Councillor Liz Hardman asked if academies were monitoring the results of pupils in receipt of free school meals.

The Deputy Director for Children and Young People – Strategy and Commissioning replied that he would approach them on the matter.

The Chair thanked him and the officers associated for compiling the report on behalf of the Panel.

65 MEDIUM TERM PLAN AND 2014/15 BUDGET UPDATE

The Deputy Director for Children and Young People – Strategy and Commissioning introduced this item to the Panel. He wished to highlight some of the bullet points from within Appendix 1.

- Changes to the role of the Local Authority in Education – with a number of schools becoming more autonomous academies, the development of Teaching Schools and a Studio School, changes to school funding regimes and some responsibilities shifting from the Authority to schools. However, the demands placed upon the Children’s Service in its Education role remain significant including increasing pressure from Ofsted that the Local Authority challenges Academies in relation to pupil progression and achievement, attendance and exclusion;
- Changes in Ofsted and other relevant inspection regimes, it is acknowledged that the new inspection framework which came into operation on 1 November has “raised the bar” in relation to Local Authority performance and it is clear that the Government intends to use this framework to drive up standards and performance whilst financial resources are constrained.

Structural Changes

- Key efficiency savings including achievement of £200K management savings;
- Development of in internal commissioner/provider discipline, enabling more integrated approaches to commissioning services across children’s, adults’, public health and health services through our Joint Working Framework;
- Exploring opportunities for shared service approaches to school improvement with North Somerset

Risks & Opportunities

- The DFE are intending to introduce a National Funding Formula (NFF) which will alter the funding allocations of all schools on a national basis. The results of the new funding formula may provide additional or reduced resources to schools and academies in Bath and North East Somerset. The introduction of the NFF will be consulted on by the DFE in January 2014 and early indications suggest that the results of any funding changes may be positive for schools in Bath and North East Somerset. However, it is likely that whilst there may be an overall gain from redistribution towards Bath and North East Somerset as a whole there may be individual schools that see a reduction.

The Chair invited Councillor Vic Pritchard to address the Panel. He said that following the discussion held at the Wellbeing Panel he was of the opinion efficiency savings had almost been exhausted and that cuts to services were now more apparent. He added that this was a criticism of the administration and not the officers and asked the Cabinet Member for Resources to re-configure the budget to aid the vulnerable and the young.

The Chair asked for members of the Panel to highlight any concerns they had to the Cabinet Member.

Councillor Liz Hardman commented that she was concerned by the removal of £65,000 from the School Improvement and Achievement Services.

She also stated she was concerned by the following lines in the Plan:

- Removal of £30,000 from the Children Missing Education Service as this would lead to little preventative work on behalf of schools.
- Removal of £60,000 from the Schools Capital and Reorganisation Team.
- Removal of £175,000 as part of a reduction in commissioned services.
- Withdrawal of £2.335m associated with the whole service re-organisation of Children's Centre and Early Years Services.
- Removal of £50,000 from the Music Service
- Removal of £65,000 from Safeguarding, Social Care and Family Support Services
- Removal of £62,000 from Family Support

The Chair thanked Councillor Hardman for her comments and asked that they be passed to the Cabinet Member for Early Years, Children & Youth and the Resources Panel.

66 CABINET MEMBER UPDATE

The Cabinet Member for Early Years, Children & Youth, Councillor Dine Romero addressed the Panel. She said that a lot of her work had been covered in the previous agenda items and simply wished to notify the Panel of a couple of events that she had attended recently.

She said she was pleased to have been invited to the St Andrew's C of E Primary School music event at Bath Abbey and the launch of 'Managing Risk in Play'.

The Chair thanked her for attendance and contribution to the meeting on behalf of the Panel.

67 PEOPLE AND COMMUNITIES STRATEGIC DIRECTOR'S BRIEFING

The Deputy Director for Children and Young People – Strategy and Commissioning delivered a briefing on behalf of the People and Communities Strategic Director.

He informed the Panel that the Service would be taking part in a Peer Challenge in March 2014 in relation to Assessment Skills.

He said that he was pleased with another good year of schools performance in exams.

He wished to report that the current budget was on target to be met.

He wanted to inform the Panel that the legislative changes referred to in the Medium Term Plan report will provide a large workload pressure to staff.

The Chair thanked him for the briefing.

68 PANEL WORKPLAN

The Chair introduced this item to the Panel. She reminded them that they had earlier in the meeting asked for a report on the progress of the response to the Cabinet Decision relating to Children's Centres to be given to the January meeting.

Chris Batten asked for the matter of the Special Educational Needs & Disability (SEND) reform to be placed upon the future items list of the Panel so that they could keep it in mind as work progressed through the next year.

The Panel agreed with these proposals.

The meeting ended at 7.40 pm

Chair(person)

Date Confirmed and Signed

Prepared by Democratic Services

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Early Years and Children's Centre Services for Children aged 0-11

Briefing on emerging models and proposals

Early Years, Youth & Children Policy & Development Overview & Scrutiny Panel 27th January 2014

Overview of services in the budget for Children aged 0-11

- Children's Centres (0-4)
- Early Years Foundation Stage Service (0-4)
- Community Play and Specialist Family Support Services (5-13)
- Parent Support Advisors (5-11)
- Commissioned health related services (0-4)

Overview of presentation

Each service area

- Current model
- Emerging model and proposals - with a £1.8 reduction in the budget
- Impact

The impact of £2.3 reduction - additional £500K

Children's Centres

Current and emerging model

Current model

- 11 Children's Centres dispersed across B&NES, 9 provided by the council, 2 by a voluntary sector provider
- Currently managed as 4 groups:
 - Bath East
 - Bath West
 - Keynsham and Chew Valley
 - Somer Valley
- Models vary but each centre has a co-ordinator (either PT or FT) to manage the building, the staff and coordinate the services.

Who uses the current services

- Families with children aged 0-4 who have additional needs. These families are targeted by the services, either because of where they live in the community, or because of a particular need of a child or parent, or both. For instance
 - Mums with post natal depression
 - Children with disabilities
- Some families without additional needs can access the more open (universal) groups such as Stay and Play, Bumps and Babes .

Services currently provided – (models vary)

Outreach service

- 1-1 home visits (213 families and children being supported*)
- Case work and TAC/ TAF meetings
- Targeted groups run in the Children's Centres and other community venues (33 targeted groups *)
- Groups which are more open access.
- Frequency of groups vary

* Snap shot w/e 17th Jan 20134

Services currently provided

Volunteer programme

- Supports and trains volunteers to help run groups, provide peer support. Currently 72 volunteers are actively supported

Link Social Workers

- Provide case work support for complex cases

Early Years Teachers

- Support development of children to be school ready

Access

All families and children access the current outreach service by referral because they have additional needs.

Main referral sources:

- 61% (466) referred by Health Visitors (74% in Bath West, 76% in K&CV)
- 11% (87) from Social Care
- 8% (62) from Midwifery
- 8% (62) other universal groups
- 12% other

Whilst Children's Centres are open weekdays 9-5, the majority of families come into the Centres because they are attending group.

Services provided in Children's Centres by other partners

Examples include:

- Job Centre Plus– monthly surgery in each of the 4 areas by appointment.
- Breastfeeding peer support group
- CAB- monthly surgery in each of the 4 areas by appointment
- Cook it and Henry courses run periodically
- Health Visitor Clinics
- Some groups run by partners are supported by the Children Centre staff

Emerging model for Children's Centres

Remodel 4 groups into 2 new groups by centralising and consolidating management support and back office functions, but retain 11 Children's Centres and other venues for delivery.

Group the Children's Centres according to geographical location so the new groups will look as follows:

- Bath – 5 centres
- North East Somerset – 6 centres

Commission the management and running of the Children Centre buildings separately to the services.

Emerging model for Children Centre services

- In consolidating management and back office functions, a 'service centre' for each group will be housed in one of the Children's Centres. It's proposed that these are:
 - Bath – Parkside
 - North East Somerset - Radstock
- Plus two subsidiary 'service centres' at Keynsham and Twerton
- Bases for most Children Centre staff
- Health visitors and other partners can remain in these and other Children's Centres
- The consolidation will not adversely affect the delivery of the service from 11 Children's Centres and other venues

Emerging model – Children’s Centre services

Outreach Service

An outreach service which is fully targeted, only supporting families and children with additional needs. It will provide:

- Home visits to support children and parents. 220 families/children will be supported at any one time .
- Groups for children and parents. Capacity to support 44 groups in the Children’s Centres and other community venues each week, with up to 22 groups supported by 2 outreach staff and others led by an outreach worker but supported by a volunteer/ other staff
- All groups will continue to be provided in the Children’s Centres and other community venues such as Temple Cloud and Fox Hill as they do now

Emerging model – Children’s Centre services

- A volunteer / peer support programme in each of the two groups to build on the current arrangements.
- A linked social worker for each group, commissioned from Children’s Social Care to support work with complex cases.
- An Early Years teacher in each group to support effective learning and development of children.

Opening hours

- The two service centres, Parkside and Radstock and the two subsidiaries at Twerton & Keynsham will open full time.
- Opening times of the other Children's Centres will be matched to the times when the groups and activities are running.
- Groups delivered by other partners and organisations will still be able to use the buildings as they do now.
- The additional cost of keeping the other 7 Children's Centres open 9-5 weekdays would be £294,000

Key Changes

Not all children's centre buildings will be open full time

Consolidation of back office/management support

Universal services will not be commissioned for those children and families with no additional needs

Buildings and facilities management will be commissioned separately to the two Children's Centre Groups

Impact of new model

	Current Level	Proposed Level	Impact/change/risks
Number of families/children receiving home visits	213	220	No change
Number of targeted groups run	33	Max 44	No change
Provision of universal groups	Varies	Varies	Will not be a commissioning requirement, but may be delivered voluntarily.
No of children Centres	11	11	No change
Communities covered			No change

Comparisons with other local authorities

Many local authorities have already , or are proposing to remodel their services and reduced their costs as follows:

- Portsmouth £1 million reduction for Children Centres
- Kent is proposing to close 28 out of 97 centres
- Warwickshire proposed £2.3 million cut to Children's Centres
- Sheffield proposing to reorganise 36 early years centres into 17 Children's Centre 'areas' in order to save £3.5 million
- Possible changes to Swindon's 14 Children's Centres and cuts of £390,000 from the budget
- South Gloucestershire have already re-structured into Hub and Spoke models and reduced their Children Centre budget.

Early Years Foundation Stage Service Current, emerging model and proposals

Over view of the current service

Quality improvement and moderation

The Early Years Foundation Support Service has a statutory role to:

- ensure the council secures sufficient quality pre school places for eligible 2,3 and 4 year olds
- maintain and improve the quality of pre school provision
- reduce inequalities and narrow the gap for children by the end of the Reception Year
- Moderate the Early Years Foundation Stage profile

Inclusion support for children with additional needs

- Ensure children with additional needs and disabilities have access to quality pre school settings

Current model - Quality Improvement and Moderation

- Delivered by a team of Early Year Advisory teachers & Childminding Co-ordinators
- Currently the service supports 348 different settings (with 900 staff)

Setting type	No
Day nurseries (private, voluntary & independent school nurseries)	84
Day Nurseries in Children's Centres	5
Schools	58
Registered Childminders	172
Out of school Childcare	29

- 745 visits to these settings were carried out Sept – Oct . An average of 14 a week
- 181 training sessions delivered – average of 3 a week
- 376 child assessments moderated against EYFS profile last year

Current Model - Inclusion Support for children with additional needs and disabilities

Delivered by a team of teachers to:

- Provide help and train early years settings to:
 - identify children with additional needs
 - put in place plans, Early Years Action and Action plus targets to support children to do well in setting
 - prepare paperwork for statutory assessments of special educational need.
- Fund and commission a specialist pre school, theraplay service and also packages of support for children with additional needs to access mainstream pre schools.
- 302 children supported Sept 12 – Oct 13

Emerging models

Quality Improvement and Moderation

- Business model being developed to charge for non statutory support and training to generate income to cover costs. Level of service will reduce and visits will be targeted to settings/childminders where:
 - settings /childminders need to improve i.e. poor 'Ofsted' rating;
 - there are high number of funded 2 year olds
 - There are concerns about practice and welfare standards
- Moderation is a statutory function and will be retained at the current level

Inclusion Support for children with additional needs

- The service will remain resourced as it is to retain current levels of support and support the delivery of SEND

Community Play and Specialist Family Support

Current services and proposals

Community Play Services – Current model

Two Community Play services are currently commissioned from 2 voluntary sector organisations to work with children aged 5-13. One covers Bath and the other NE Somerset. Each delivers:

- After school Community Play Sessions all year (x 2 a week in each area)
- Community Playdays. (summer holidays)
- Family Play Inclusion work – 1-1 play support for children referred with additional needs (supporting 15 children at any one time in each area).
- Playful families – group play sessions for families with high needs (weekly in each area)
- Community development – supporting local volunteers to develop play provision

Specialist Family Support Service – current model

Currently commissioned from a voluntary sector organisation to provide:

- Support to families with complex needs, in particular families experiencing domestic violence, substance misuse and mental health problems
- Intensive outreach and home support packages
- Therapeutic and counselling services
- A ‘community parents’ scheme which is led by trained volunteers to offer practical support to other families
- Support to 280 adults and families

Proposals for the Community Play contracts

Both Community Play Contracts will reduce by £25K each from April 2014 and both are currently remodelling their services to develop a more targeted approach. The key changes are :

- The number of after school Community Play sessions will reduce to and be targeted to more vulnerable children.
- The number of Community Play days will reduce from approx 20 a year to 9
- Community development of local volunteers to develop play provision will reduce from 20 to 3 hours a week.
- The play inclusion work on a 1-1 and in groups with referred children will remain at the same level

The two Community Play Contracts expire during 2015. The proposal is to tender for one contract for Community Play to cover all of B&NES.

Proposals for the Specialist Family Support

- The family support contract expires during 2015 and the proposal is to tender for a new service at a reduced contract value of £200K, a reduction of £100K
- A review will be undertaken as part of this process to ensure effective alignment with the Connecting Families team as well as the other Children's Centre and Early Years services

Parent Support Advisors Current and emerging model

Parent Support Advisor Service – current model

Delivered by a team of parent advisors to support parents, children 5-11 and schools to achieve best outcomes for a child having difficulties at school.

They provide a targeted service to parents to help them develop confidence to engage well with their child's school and to improve the child's learning.

Delivered through parenting programmes and 1-1 support

Referrals over last year from schools (114) and parents (56)

Proposals for Parent Support Advisers

- A business model is being developed by the service to charge schools and Behaviour and Attendance panels in order to cover costs.
- There is a risk that the service may reduce if sufficient income cannot be generated.

Health related services for families with children 0-4 Proposals

Health related services for families with children 0-4

The Early Year Service currently commissions Sirona to deliver:

- a Speech and Language service to support the early identification of needs in all pre school settings
- a targeted breast feeding support service.

The Early Years Service also makes a contribution to wider PriCAMH's contract.

It is proposed to reduce these budgets and reshape these services through the commissioning process as and when the contracts expire.

Impact of the £2.3 m reduction (£500k)

If we had to make a £2.3m reduction we would lose:

- 4 FTE outreach workers in the Children's Centre Service, which would mean 40 less families/children supported.
- Two teachers in the Children's Centre Groups
- The subsidy of Children's Centre nurseries to retain enhanced staffing to support children with additional needs.
- The current level of support the Early Years Foundation Stage team provides to children in pre school settings with the greatest needs, and our ability to effectively respond to the SEND reforms.

Next Steps

Cabinet 12th February

Council Budget 18th February

Consultation March/April 2014

Glossary of Terms

Targeted	<ul style="list-style-type: none"> • Groups run according to child/parental need (i.e. isolated dads or teenage parents) • By Area – i.e. Fox Hill/Twerton/isolated rural area of poverty • By individual (by referral, usually for outreach service)
Universal	Open to all parents/carers with children under 5
Volunteer/Volunerring	<ul style="list-style-type: none"> • Professionals wanting to offer their experience and knowledge back to society • Parents with vulnerabilities themselves who want to give something back to the Children’s Centre they have received support from • Opportunities to volunteer in order to have a better chance of getting back to work
Voluntary/faith groups locally	Non Council funded but offering “free” services i.e. church run toddler groups; youth groups
Vol	<p>Funded sector – usually through formal contracts run:</p> <ul style="list-style-type: none"> • Locally i.e. First Steps, Southside, BAPP, WPA • Nationally i.e. Barnardos; 4Children; Children’s Society • <p>These Charities are often funded by the council or nationally, with paid staff. Can attract other funds through their charitable status</p>
CCs Core Officer	The core purpose of Sure Start children’s centres is to improve outcomes for young children and their families, with a particular focus on those in greatest need. They work to make sure all children are properly prepared for school, regardless of background or family circumstances. They also offer support to parents. (Department of Education 2013)
CC/Locality Groups/Hubs	Administrative centre for staff and services to be delivered from in 2 key parts of the local authority
EYFS	The Early Years Foundation Stage which runs from birth to the end of Reception Year in school

Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	Early Years, Children & Youth Policy Development & Scrutiny Panel	
MEETING/ DECISION DATE:	27th January 2014	EXECUTIVE FORWARD PLAN REFERENCE: N/A
TITLE:	Annual Report on Children's services Compliments and Complaints 2013-14	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Children's Service Social Care Complaints and Representations Procedure Annual Report 2012 - 2013		

1 THE ISSUE

- 1.1 This is to inform and reassure the panel about the number of compliments and complaints over the period and to demonstrate the appropriate management of them along with the learning and service improvement from them.

2 RECOMMENDATION

- 2.1 The content of the report is noted
- 2.2 The team are acknowledged for the effective and efficient customer care in the management of the complaints within timescales.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

- 3.1 Budget pressure on the team will be managed from within children's services resources

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 Quality assurance that the council is meeting the regulatory standards and time frame for Children's Social Care Complaints
- 4.2 Provides a quality assurance that we are meeting equality expectations and anti-discriminatory practice, proactive where it is judged we could have done better.

5 THE REPORT

- 5.1 The attached report covers compliments and complaints managed between April 2012 to 2014
- 5.2 During the year a total of 60 complaints were registered at Stages 1, 2 or 3 of the procedure. Two complaints were received from the Local Government Ombudsman. 31 compliments or letters of thanks were recorded.

6 RATIONALE

- 6.1 N/A

OTHER OPTIONS CONSIDERED

7 CONSULTATION

- 7.1 N/A

8 RISK MANAGEMENT

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

Contact person	<i>Sarah Watts - Complaints Procedure Manager</i> Sarah.Watts@BATHNES.gov.uk 01225 477931 <i>Stephen Mason – Head of Safeguarding Quality Assurance</i> Stephen.Mason@BATHNES.gov.uk 01225 396974
Background papers	<i>None</i>
Please contact the report author if you need to access this report in an alternative format	

**Children's Service Social Care
Complaints and Representations Procedure**

Annual Report 2012 - 2013

1. Summary

- 1.1 The following report provides Members of the Council, service users, parents and carers, the wider general public and staff members, with information about the effectiveness of the Complaints Procedure for social care services provided by Bath and North East Somerset Children's Services, including Early Years and the Youth Offending Team. The report considers information about complaints and compliments and provides an analysis of outcomes, trends and learning from complaints.
- 1.2 The report also includes information at Appendix 1 on complaints against other service areas within Children's Services. These complaints are dealt with under the Council's Corporate Complaints Procedure and include complaints about Education Inclusion, School Improvement and Achievement, Youth Services. Complaints about schools cannot be dealt with under the Council's Complaints Procedure and must be addressed through the school's complaints procedure.
- 1.3 Complaints about adult social care are reported on separately.
- 1.4 The report covers the period 1st April 2012 to 31st March 2013.
- 1.5 During the year a total of 60 complaints were registered at Stages 1, 2 or 3 of the procedure. Two complaints were received from the Local Government Ombudsman. 31 compliments or letters of thanks were recorded.

2. The Procedure

- 2.1 The Children Act 1989 as amended by the Adoption Act and Children Act 2002, imposes a duty on every local authority to establish a procedure for considering representations, including complaints made by children, young people, parents, foster carers and other adults about the discharge by the local authority of any of its functions in relation to a child. The Children Act 1989 Representations Procedure (England), 2006 and the statutory guidance 'Getting the Best from Complaints' also issued in 2006 set out in detail the operation of the Complaints Procedure. Further information is available on the Council's website www.bathnes.gov.uk
- 2.2 The Complaints Procedure has three stages:

Stage 1 – Local Resolution
Stage 2 – Investigation
Stage 3 – Review Panel

A description of each stage of the process can be found at Appendix 2.
- 2.3 The key principles of the Complaints Procedure are that:

- People who use services should be able to tell the local authority about their good and bad experiences of the service.
- People who complain have their concerns resolved swiftly and, wherever possible, by the people who provide the service locally.
- The procedure is a positive aid to inform and influence service improvements, not a negative process to apportion blame.
- The Service has a 'listening and learning culture' where learning is fed back to people who use services – and fed into internal systems for driving improvement.

2.4 The Children's Service commitment to responding to the concerns of children in care is set out in the Pledge to Children and Young People in Care. This pledge has been endorsed by the Council's Corporate Parenting Group. [See Appendix 3]

3. Complaints and Compliments data

3.1 Complaints and compliments are welcomed by the service and are recognised as an opportunity to put things right when they have gone wrong for individuals as well as enabling the service to identify areas for improvement.

3.2 Complaints and compliments are received by each service team, the Chief Executive, Strategic Director and the Complaints Procedure Manager. Details of the complaint are recorded and monitored by the Complaints Procedure Manager using the Respond3 database.

3.3 Table 1- Total number of complaints received in 2011/2012

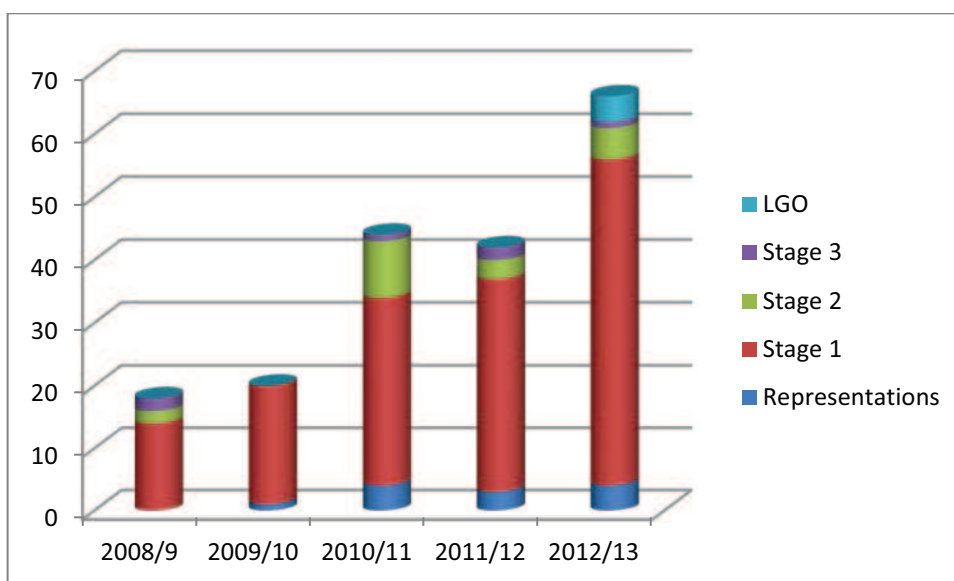
	Representations	Stage 1	Stage 2	Stage 3	LGO	Total
2012-13	4	52	5	1	2	64

3.4 There has been a gradual rise in the number of complaints over recent years but the increase is more marked this year. See Table 2 below. The total number of complaints recorded at Stage 1 has increased significantly from 34 complaints in 2011/12 to 52 in 2012/13 which is a 35% increase.

3.5 It is difficult to pinpoint the exact reason for the increase in the number of complaints; however, it has coincided with the increase in the level of service activity such as the number of children with a child protection plan. The increase also occurred during a year when there were changes to the structure of the service. This would have brought about changes which impacted on the children and young people and their families such as a change to the allocated worker.

3.6 Where an issue can be resolved quickly and without the need to enter the formal complaints procedure it will be recorded as a 'representation'.

3.7 Table 2 – Total number of complaints received/comparison with previous years



3.8 Table 3 - Complaints by Service Area

	Representation	Stage 1	Stage2	Stage 3	LGO
Children & Families Assessment and Intervention – Court and CP		21	1		
Children & Families Assessment and Intervention – Duty & Child in Need	1	18	1	1	1
Specialist Children Young People and Families Team		0			
Children in Care Moving on Team		3	2		
Disabled Children’s Team		1			
Family Placement Team		1			
Safeguarding Team		1	1		1
Early Years/Children’s Centres	2	6			
Youth Offending Team	1	1			
Service Area Total	4	52	5	1	2

- 3.9 All complaints are recorded against one of the following criteria to help identify what caused someone to complain:

Table 4 – the reason for the complaint

Reason for Complaint	
Quality of Service	13
Attitude or behaviour staff	15
Unwelcome or Disputed decision	7
Inaccurate Information	1
Impact of application of policy on YP	0
Delay in decision making/provision of service	2
Assessment, care management & review	6
Concern about appropriateness service	7
Application of eligibility/assessment criteria	1

Criteria taken from 'Getting the Best from Complaints' Statutory Complaints Guidance for Children's Services

- 3.10 The two categories with the highest number of complaints are 'Quality of Service' and 'Attitude and Behaviour of Staff'. Illustrations of complaints in each category are given below:

Attitude and Behaviour of Staff

The member of staff was condescending and insensitive about the complainant's mental health issues.
The social worker arranged a visit and then did not turn up. The social worker had not been in contact since.
The member of staff did not allow the complainant's partner to put her point of view across in a Child in Need Review meeting and his daughter wasn't listened to.

Quality of Service

'Your letter was upsetting and a phone call would have been a better way to raise this issues and we feel you did not try hard enough to contact us but expedited this as a piece of business by writing us a letter the same day'.
Children's Service never questioned what my wife told them. She had told lies to Children's Service and this has now been proved.

- 3.11 The data has also been analysed to identify the aspects of the service which attract most complaints. Only complaints which were resolved at Stage 1 have been considered.

Table 5

	Number of complaints	Upheld or Partially Upheld
Child Protection processes	8	4
Contact arrangements	6	1
Quality of Assessment	6	2
Issues with placement	5	3
Breach of Confidentiality	3	1
Children in Need	3	1
Actions of staff	6	3
Other	3	0
Total	40	15

4. Learning from complaints

Stage 1 complaints

- 4.1 The complaints procedure has two primary functions: it enables the service to put things right for the individual complainant when they have gone wrong, and it provides a tool to improve and develop services and practice.
- 4.2 Table 5 above indicates that 15 of the 40 complaints which received a response at Stage 1 were either upheld or partially upheld. In response to the complaints that were upheld or partially upheld the records indicate that all complainants received a letter of apology for errors and distress caused.
- 4.3 The outcome of 6 complaints resulted in specific action being taken in relation to the individual, for example, corrections made to case records, the social worker was changed, a letter of apology was sent to a third party, an offer to share information with CAFCASS was made.
- 4.4 Two complaints resulted in a review or change to procedures.
- Regular discussion to take place with Police about information that is shared between the two organisations in relation to individual child protection cases.
 - The availability of a worker for young homeless people between the ages of 16 and 17 to contact was reviewed and the staff in the One-Stop Shops were informed of contact arrangements.
- 4.5 Two complaints identified the need for training for individual members of staff and one resulted in training being given to all team members.
- 4.6 As a result of two complaints staff undertook follow up work to ensure that services that had been promised were provided.

Stage 2 complaints

- 4.7 Between April 2012 and March 2013, 5 investigations of complaints under Stage 2 complaints were completed. Of the 5 complaints, 4 were partially upheld.
- 4.8 Table 6 below gives examples of outcomes from complaint investigations and the recommended actions. This is not an exhaustive list but an illustration of the level of detail that the Stage 2 investigation provides to the organisation.
- 4.9 Investigations at Stage 2 are also beneficial to the organisation as frequently they identify problems and failings which are supplementary to the complaint itself and have not been raised by the complainant. For example, poor or incomplete recording has been identified in more than one complaint. At the same time investigating officers will often comment on very good practice and when this is shared this provides a further opportunity for learning within the organisation.
- 4.10 **Table 6 – learning from complaints at Stage 2**

Investigation findings	Recommended Action
Children were calling their foster carers “mummy” and “daddy”	The Local Authority to add a section to existing guidelines about how children address their carers’ and the significance of this.
Whilst the outcome of the assessment was that there would be no further action there is no written explanation as to how this outcome was decided.	When a case has come to a conclusion a letter of explanation is sent to the family as appropriate.
The absence of a core assessment translated into a lack of clarity of plan for work with the family.	The Divisional Director investigates, with the Service Manager the conclusion of strategy discussions and completion of core assessments in all cases

4.11 Compliments

- 4.12 As well as registering complaints managers and staff are encouraged to record compliments as they also provide valuable information about the delivery of services and what service users consider to be a positive experience.
- 4.13 A total of 31 compliments were recorded in 2012/2013 which is a significant increase from the previous year. They have been received about all aspects of the service and the extracts below give some indication of where service users, families and carers have provided particularly valuable feedback.

social worker (Disabled Children's Team) has a huge amount of knowledge of appropriate groups and was very sensitive to the siblings needs.

We believe that our young person is very fortunate to have had the same social worker for the duration of his placement with us. The consistency and dedication by the social worker in the way she works, listens to his and our needs and goes above and beyond any other social worker we know is a credit to her.

Thank you for spending so many loving and joyous times together. Thank you for helping us and sticking by our sides. We wish you the best of luck in your new job and hope you can go on to help other families like you have helped our family. (From three young people to their social worker).

The children have thrived and been provided with a wonderful formative experience. Both are different but they have both been recognised and celebrated in their individual strengths.

5. Complaint handling and Monitoring

Response to Stage 1 complaints

- 5.1 Compliance with timescales is monitored very carefully in recognition of the aim of the service to deal with complaints as swiftly as possible.
- 5.2 An acknowledgement of a Stage 1 complaint should be sent in 2 working days and a full response within 10 working days. This can be extended by a further 10 days when an advocate is required or the complaint is particularly complex. This should also be in agreement with the complainant.
- 5.3 In 2012/13, 71% of complainants were sent an acknowledgment within 2 working days. Late notification of some complaints resulted in failure to meet the target of 95% acknowledgments sent within 2 days. There is also a capacity issue within the complaints service which has contributed to this.

5.4 Table 7 – Response to Stage 1 complaints

	Response in 10 w/days	Response in 20 w/days	Response in excess of 20 w/days
--	-----------------------	-----------------------	---------------------------------

2008 - 2009	40%	25%	35%
2009 - 2010	39%	4%	57%
2010 - 2011	32%	11%	57%
2011 - 2012	35%	17%	48%
2012 - 2013	16%	31%	53%

- 5.5 There has been a significant decline in the response time to complaints with only 16% receiving a response within the 10 day timescale.
- 5.6 The average time taken to respond to a Stage 1 complaint was 25 working days. In the main the reason for the delay is recorded as the 'other commitments of the team manager'. Wherever possible, the complainant is informed in advance and is given a revised timescale. It is hoped this has helped to prevent some complaints escalating to Stage 2.
- 5.7 Unfortunately, despite regular and timely reminders to managers, a response has not been recorded against 2 complaints.

Response to Stage 2 complaints

- 5.8 Five stage 2 complaint investigations were completed during the year.
- 5.9 A stage 2 investigation should take 25 working days from the date the complaint is agreed with the complainant. This can be extended up to a maximum of 65 working days with the agreement of the complainant if the investigation has not been completed within the timescale.
- 5.10 The average time taken to complete an investigation during the year was 112 working days which exceeds the timescale within the guidance of 65 working days. The reason for the delay in all cases was the commitments of the investigating officer. Investigating Officers were all managers from within the service. This is addressed at the end of this report.

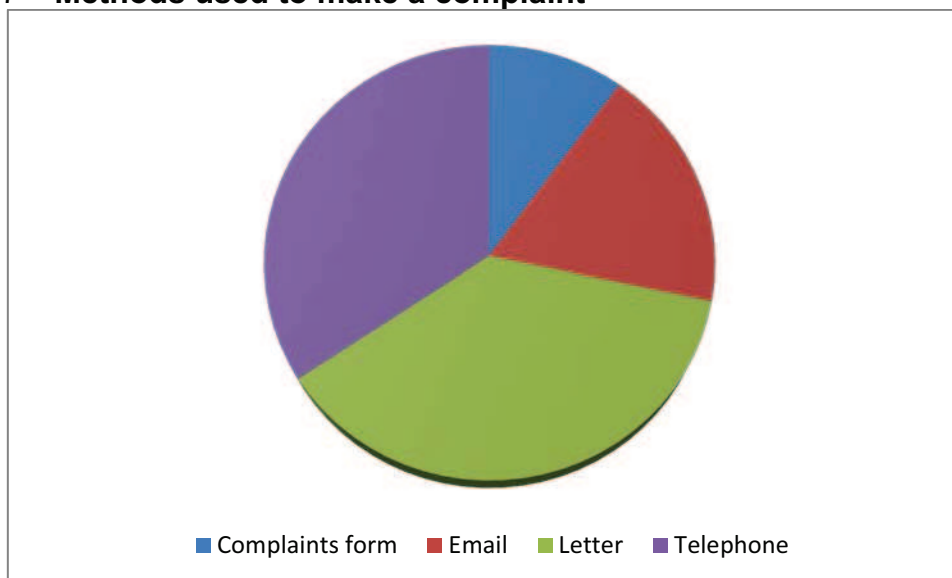
6. Accessing the procedure

6.1 Information for the public

- 6.1.1 Information about the Complaints Procedure should be given to all children and young people and/or their parents and carers at the first point of contact. Workers are encouraged to check that the child/young person is aware of the complaints procedure when a case is transferred into the team. The Independent Reviewing Officer will also ensure that the young person is aware of their right to make a complaint.
- 6.1.2 An information sheet is available on the Local Authority's website. The information can also be provided in large print and Braille and can be translated into other languages.
- 6.1.3 A complaint leaflet has also been designed specifically for children and young people. This is also available on the website.

6.1.4 A complaint can be made in a number of different ways e.g. by telephone, in person, by email, which ensures that the complaints procedure is as accessible as possible. During the year complaints were made in the following ways:

Table 7 – **Methods used to make a complaint**



6.1.5 Use of email to make a complaint (either directly or via the Council's website) is increasing but letter and telephone remain the most popular methods. As the low number of complaints from young people remains a concern the Complaints Procedure Manager is exploring other options available that would be more accessible to young people.

6.2 **Complaints made by children and young people**

6.2.1 Of the 52 Stage 1 complaints, one complaint was by a young person. The remainder of the complaints were made by adults complaining about their own contact with the service or on behalf of children. The majority of complainants were parents, but three were made by a grandparent, one by an aunt, one by a godparent and one by a foster carer.

6.3 **Gender, ethnicity and disability**

6.3.1 Complainants are invited to provide information about their ethnicity, gender and disability if they make a complaint using the complaint form (on line or paper format). If the complaint is made by any other method the complainant is not asked for this information.

6.3.2 This is an indicator of who is accessing the complaints procedure (the complainant). The table below illustrates that there are gaps in the information about the complainant.

6.3.3 **Table 8 – Monitoring information**

Disability		Complainant	Ethnicity		Complainant	Gender		Complainant
Disabled		1	White British		10	Male		9
Not Disabled/Not declared		51	Not known		41	Female		18
			Black/British Caribbean		1	Not known		

6.4 Advocacy

- 6.4.1 Section 26A of the Children Act, 1989 requires the local authority to ‘make arrangements for the provision of advocacy services to children or young people making or intending to make complaints under the Act’. The advocacy service commissioned by Bath and North East Somerset is ‘Shout Out!’ which is part of ‘Off the Record’.
- 6.4.2 Information about the support provided by Shout Out! is given to children and young people by their social workers, Independent Reviewing Officers and is in The Children in Care Pack. Shout Out has produced a wallet sized card on ‘the Pledge’ and this includes information about the Complaints Procedure Manager with contact details.
- 6.4.3 In 2012/13 one young person accessed the advocacy service for assistance with a complaint. The issue was later considered under safeguarding procedures.
- 6.4.4 Parents and carers who want to make a complaint can contact Complaints Procedure Advocacy at the Care Forum in Bristol. They do not have an automatic right to receive support in the same way as children and young people and the advocacy service uses its own criteria for determining who is eligible for their service.
- 6.4.5 Between April 2012 and March 2013 two complainants had support from this advocacy service to pursue their complaint. Two more parents accessed the service but did not pursue the complaints.

7. An overview of the Complaints Procedure during 2012 -13

- 7.1 The Complaints Procedure Manager works part-time and manages the complaints service for Children’s Services and Adult Social Care. She is also

the Data Protection Liaison Officer for both services. She is supported by a part-time administrator who primarily under takes data protection work. A short report on the data protection work is included at Appendix 4.

- 7.2 Due to the increasing number of complaints, the growing complexity of complaints received and the complexity of the service it was agreed in December 2012 that an additional part-time Complaints Officer post would be created to provide support to the complaints procedure. The focus of this post will be to work with managers to improve the effectiveness of Stage 1 of the procedure and to provide support to Stages 2 and 3 of the procedure. .
- 7.3 It was also recognised that team managers do not have the capacity to carry out all Stage 2 complaint investigations (currently around 5 a year). A Stage 2 investigation can take up to 50 hours to complete and this is hard to achieve whilst continuing with other work. A small budget has been allocated to commission independent investigating officers for some investigations.
- 7.4 The Complaints Procedure Manager is a member of the South West Regional Complaints Managers Group and a member of a group with neighbouring local authorities which runs a Register of Independent Investigators and Stage 3 Panel Members.
- 7.5 There is now a regular programme of training in place. The Complaints Procedure Manager delivers targeted induction for all new social care staff and the take up of this has been good over the past year. A twice yearly half-day course on effective complaint handling and a course on information sharing are also now included on the Work Force Training Programme.

8. **Work programme for 2013 - 2014**

- 8.1 To appoint a new member of staff to the Complaints Officer post and develop this post to address process issues with complaint handling and monitoring.
- 8.2 To liaise with all service areas to ensure that the complaints procedure is implemented according to the guidance and to pay particular attention to areas where the staff have experienced the greatest change in the restructure of the service.
- 8.3 To work with colleagues across the authority on the implementation of the Council's new complaints policy and procedure and CRM system.
- 8.4 To develop standards for handling complaints for all commissioned services.
- 8.5 To continue the development of the protocol for learning lessons from complaints and compliments. The Complaints Procedure Manager will attend the Improvement Board as part of this work
- 8.6 To work with the Advocacy Service to consider the uptake of the service by young people who might want to make a complaint and identify the barriers to this.

Sarah Watts
Complaints Procedure Manager

November 2013

Summary of Complaints against non-social care services

1. During 2012/2013 a total of 8 complaints were recorded against non-social care services within the Children's Service. These complaints are handled under the Council's Corporate Complaints Procedure. One complaint fell outside the scope of the procedure.

Service Area	Number	Stage	Reason	Outcome		
				Upheld	Not upheld	Partially upheld
Children Missing Education	3	Stage 1	<ul style="list-style-type: none"> • Concern about quality of service • Attitude or behaviour of staff • Unwelcome or disputed decision 		3	
Admissions and Transport	3	Stage 1	<ul style="list-style-type: none"> • Attitude or behaviour of staff • Attitude or behaviour of staff • Attitude or behaviour of staff 		2	1
SEN	1	Stage 1	<ul style="list-style-type: none"> • Assessment care management/ review 		1	
Youth Services	1	Stage 1	<ul style="list-style-type: none"> • Attitude or behaviour of staff 	1		
Catering Services	1	Outside scope	<ul style="list-style-type: none"> • Concern about quality of service 	-	-	-

2. Lessons Learned from the complaints:

The analysis of these complaints did not identify any trends: The complaint against Youth Services resulted in a review of parking arrangements at the Youth Hub.

Summary of the Complaints Procedure

Stage One – Local Resolution

The majority of complaints should be considered and resolved at Stage 1. Staff at the point of service delivery and the complainant should discuss and attempt to resolve the complaint as quickly as possible.

Complaints at Stage 1 should be concluded within 10 working days. This can be extended by a further 10 days where the complaint is complex or the complainant has requested an advocate.

If the complaint is resolved at Stage 1 the manager must write to the complainant confirming what has been agreed. Where the complaint cannot be resolved locally or the complainant is not satisfied with the response, the complainant has 20 working days in which to request a Stage 2 investigation.

There are some complaints that are not appropriate to be considered at Stage 1 and these can progress directly to Stage 2.

Stage Two - Investigation

Once the complainant has decided to progress to a Stage 2, the Complaints Manager arranges for a full investigation of the complaint to take place. The investigation is carried out by someone who is not in direct line management of the service or person about whom the complaint is made.

The complainant should receive a response to their complaint in the form of a report and adjudication letter within 25 days of making the complaint. This can be extended up to a maximum of 65 working days where the complaint is particularly complex or where a key witness is unavailable for part of the time.

The Adjudicating Officer should ensure that any recommendations contained in the response are implemented. This should be monitored by the Complaints Manager.

Stage Three - Review Panel

Where Stage 2 of the procedure has been completed and the complainant remains dissatisfied, he can ask for a Review Panel. The purpose of the Panel is to consider whether the Local Authority adequately dealt with the complaint in the Stage 2 investigation. The Panel will be made up of three people who are independent of the local authority.

The Panel should focus on achieving resolution for the complainant and making recommendations to provide practical remedies and solutions.

The complainant has 20 working days in which to request a Review Panel from receipt of the Stage 2 report and adjudication letter and the Panel must be held within 30 days of receiving the request.

If the complainant remains dissatisfied he can refer his complaint to the Local Government Ombudsman.

Extract from the **Pledge to Children and Young People in Care**

We promise we will work hard to sort out any problems or worries you have.

We can't always promise to do what you ask, but we will explain the reasons why.

We will make sure you know how to get an independent advocate. That's someone who will listen to you and work with you to get things stopped, started or changed.

We will make sure you have all the information you need to make a complaint, including the name and contact details of the complaints procedure manager.

We promise to take all complaints seriously and deal with them fairly and as quickly as possible.

Are we keeping our promises?

You can let us know how well we are doing by sending your comments to:

Charlie Moat, Care and Young People Service Manager

Email charlie_moat@bathnes.gov.uk or phone 01225 477914

Or to Sarah Watts, Complaints Procedure Manager

Email sarah_watts@bathnes.gov.uk or phone 01225 477931

Write to one or both of us at PO Box 25, Riverside, Keynsham, Bristol BS31 1DN

You can also contact Shout Out! Children's Rights and Advocacy Service. Shout Out! is Free, Independent and Confidential and can help you have your voice heard to STOP, START or CHANGE something. Shout Out! Off the Record, Milward House, 1 Bristol Road, Keynsham BS31 2BA. Phone: 0117 986 5604/Freefone; 0800 389 5551 (free from landlines), email advocacy@offtherecord-banes.co.uk or text 07753 891 745 www.offtherecord-banes.co.uk/advocacy.aspx

We promise to use your feedback to improve our services for children and young people in care.

Data Protection

1. During 2012/ 2013, 76 requests were received in the following categories:

	Completed	On-going
Subject Access request (closed cases)	23	8
Subject Access request (open cases)	1	4
Information sharing (requests from police and other agencies)	37	3

2. There has been an increase in the overall number of requests for Children's Service from 69 to 76. For the second year in a row there has been a significant increase in the number of information sharing requests (8 requests in 2010/11, 32 in 2011/12, 37 in 2012/3). The majority of these requests are received from the Police.
3. Timescales
- 3.1 Subject Access Requests (SARs) made under the Data Protection Act 1998 should receive a response in 40 days. The average time taken to respond to the requests during the year was 37 days. This is a good improvement from the previous year when the average time was 47 days. This has been achieved despite the increase in the number of requests.
- 3.2 Specialist software was purchased at the end of the previous year to assist with the preparation of the files and the reduction in the number of days taken to produce the record indicates that this has been beneficial. .
- 3.3 Information sharing requests which relate to child protection/safeguarding concerns are given priority within the system.
4. Overview of the Data Protection/Information Sharing
- 4.2 Information Sharing training is run twice a year by the Complaints Procedure Manager and Information Governance Manager (Compliance). The training is available to staff across the children's workforce.
- 4.3 Training for staff on data protection issues was identified as the outcome of a stage 2 complaint investigation. The Complaints Procedure Manager and the Information Governance Manager are considering how to raise awareness, develop procedures and deliver training for staff but capacity issues for both has prevented this from being progressed.

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Bath & North East Somerset Council	
MEETING/ DECISION MAKER:	Early Years, Children and Youth Policy Development & Scrutiny Panel
TITLE:	Primary and Secondary School Organisation Plan 2013 – 2017
WARD:	All
AN OPEN PUBLIC ITEM	
List of attachments to this report:	
Appendix 1 Primary and Secondary School Organisation Plan 2013 – 2017 Including Longer Term Place Planning within the Core Strategy Plan Period	

1 THE ISSUE

1.1 The Council has a statutory duty to secure sufficient school places for every child resident in the Local Authority who requires a place. The Primary and Secondary School Organisation Plan 2013 – 2017 at Appendix 1 outlines the current level of primary and secondary provision in the Authority, detailed projected pupil numbers over the next four years up to admissions in September 2017 based on births and resident population data and outline pupil numbers up to 2029 as a consequence of the future planned housing development in the Authority. Estimates for the number of school places likely to be required as a result and how and where these might be provided are also included.

2 RECOMMENDATION

The Early Years, Children and Youth Policy, Development and Scrutiny Panel is asked to:

- 2.1 Note the proposed strategy for the provision of school places within the 2013 – 2017 plan period.
- 2.2 Note the proposed strategy for the provision of school places over the longer term within the Core Strategy Plan Period.

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

3.1 Revenue funding for pupil places will be provided by the Department for Education (DfE) through the Dedicated Schools Grant (DSG) on a per pupil basis.

- 3.2 Where pupils generated from new housing developments cannot be accommodated within existing provision, contributions in the form of capital and where appropriate land, will be sought from developers in order to provide the necessary school places. To date, the Council is in receipt of some Developer Contributions with further contributions currently pending.
- 3.3 The DfE currently allocate Basic Need capital funding to local authorities in order to provide additional school places where pupils are projected to exceed the number of places available and where the increase is occurring as a result of population growth other than from housing developments supported by Developer Contributions. The level of Basic Need Funding provided is calculated on the basis of the Local Authority pupil forecast data submitted to the DfE, which outlines the number of existing places in the Authority, the current number of pupils on roll and a projection of future pupil numbers expected, excluding any pupils supported by Developer Contributions.
- 3.4 Basic Need funding of £2.6m for years 2013-14 and 2014-15 is committed against the Basic Need schemes that we are currently developing to ensure that the places projected to be required for 2015/16 can be provided.
- 3.5 The DfE has recently announced Basic Need funding for 2015/16 and 2016/17 and this has seen a significant increase in funding to £13m approximately. This reflects the projected growth in pupil numbers shown in the Council's pupil place return to the DfE. Officers are assessing options and priorities for this funding.

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

- 4.1 Relevant considerations: The Council's statutory duty to provide sufficient school places, Children and Young People, Equalities, Planning, Social Inclusion, Property, Impact on Staff.
- 4.2 An Equality Impact Assessment has been completed using corporate guidelines. No adverse or other significant issues were found.

5 THE REPORT

- 5.1 Appendix 1 to this report contains all the information that The Panel should require in order to be able to assess the proposed strategy. A summary of the key issues impacting on pupil place planning is set out below.
- 5.2 Despite significant recent changes to the educational landscape with some schools becoming Academies and the possibility of free schools being established the Local Authority still retains the legal responsibility for pupil place planning in its area and ensuring there are sufficient school places in the right areas.
- 5.3 In general, existing secondary school provision is expected to be sufficient for future pupil numbers arising from underlying population growth and future house building. Secondary pupil numbers are expected to be lower over the next few years as the smaller numbers of pupils in the older year groups of primary school reach secondary school age and then to pick up again with admissions into Year 7 in 2018 onwards when the current younger primary age pupils who entered Reception in 2011 reach secondary school age.

- 5.4 However, should a future proposed new housing development in a particular area be projected to result in a shortfall of secondary school places, the Authority will seek contributions from developers to provide additional places. This is highly likely to be delivered via the expansion of existing schools rather than by building new schools.
- 5.5 The future need for primary school places is expected to be affected by levels of underlying population growth coupled with pupils generated from new housing developments in line with the Revised Core Strategy and Strategic Housing Land Availability Assessment (SHLAA). The impact of this will vary from area to area across the Authority depending on where the population growth is taking place.
- 5.6 In some areas the impact is likely to be less severe and be felt more gradually as the number of places required will be fewer in number and will build up gradually and there will be more options available for delivery of any additional places that might be required, possibly via the expansion of existing local schools.
- 5.7 In other areas where growth is expected to be greater and faster and options for delivery of additional places is limited as existing local schools cannot be expanded because the sites they occupy are not large enough, the impact is likely to be much more pronounced and immediate, requiring additional places to be created early on and most likely via the provision of whole new schools which will require land to be provided. Officers are working closely with colleagues in Planning Policy to ensure that land requirements are reflected in the Council's revised Core Strategy.
- 5.8 We cannot say what will happen to the population beyond the latest 2012-2013 births data – numbers could level off, fall dramatically or gradually or continue to rise steeply or gradually and therefore it is difficult to forecast how many places will be required beyond admissions into Reception in 2017 and into Year 7 in 2024. This is particularly challenging for primary school place planning, as one can only plan four years ahead with any degree of certainty.

6 RATIONALE

- 6.1 The Local Authority still retains the legal responsibility for pupil place planning in its area. In order to do this effectively the Local Authority must identify where new school places will be required as a result of underlying population growth or pupils generated from new housing development, how much additional provision is required and when. This additional provision might be provided via Basic Need funding from the Government or Developer Contributions as a result of new housing developments or sometimes a combination of the two.
- 6.2 There is currently already pressure on primary school places in some parts of the Authority and also projected to be a shortfall in places in some areas in the future and the Authority must plan for the additional provision that is needed. The Plan will serve as a useful planning tool to identify areas and levels of need, when investment in places will be needed and also to inform discussions with Developers.

7 OTHER OPTIONS CONSIDERED

7.1 None

8 CONSULTATION

8.1 Admissions and Transport Team, Cabinet Member for Early Years, Children and Youth, Planning Policy, Catholic Diocese, Church of England Diocese, schools.

8.2 Those schools that are expected to be most affected by increases in child population as a result of underlying population growth in the short term or proposed new housing developments have been consulted. Some specific discussions have taken place with Headteachers and Governing Body representatives at a number of schools to discuss additional places being added to their school and to identify the possible schools to be expanded in the longer term. All schools are consulted annually when Planned Admission Numbers (PANs) are discussed for the next academic year two years ahead, providing an opportunity to discuss any future projected impact on the school prior to setting the PAN. The last consultation took place from September to November 2013 for PANs in 2015.

9 RISK MANAGEMENT

9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance. Significant risks identified are:

9.2 *The Council has a statutory duty to secure sufficient school places and failure to ensure this will result in the Council being at risk of breaching its responsibility.* This Plan sets out a strategy for delivery of sufficient school places in the right areas across the Authority.

9.3 *The actual eventual need for places is less or greater than projected.* Use of Primary and Secondary Planning Areas allows a good understanding of where places are likely to be required as a result of population growth. An independent assessment of the place planning process has been undertaken to ensure forecasting is as accurate as possible. Where there are opportunities and within the limitations of the space and funding available, some additional extra places may be provided to give flexibility.

9.4 *Insufficient land available in the right area on which to build new school accommodation where existing school sites cannot sustain any further expansion and where new sites will need to be provided.* Work to identify where sites will be required for new school provision and feed these requirements into Council's major infrastructure delivery plans to secure Developer Contributions.

9.5 *New house building spread over a long period of time and therefore Developer Contributions received over an extended period will make the timing of the delivery of new school places challenging, particularly where land is also required.* Need to plan the delivery of new school accommodation via stages and through phasing and via the pooling of Developer Contributions. Explore the possibility of combining Basic Need Funding with Developer Contributions where possible.

9.6 *Available capital either through Basic Need funding or Developer Contributions not sufficient to cover cost of building work to provide additional accommodation.* Planned building work delivered as cost effectively as possible through effective project planning including utilising existing accommodation where possible to make best use of available resources. Ensure any potential shortfalls which may require Council funding are identified at an early stage and included in the Council's financial planning.

Contact person	<i>Helen Hoynes 01225 395169</i>
Background papers	<p>B&NES Council website – Planning and Building Control, Planning Policy:</p> <p><i>Core Strategy History</i></p> <p><i>Strategic Housing Land Availability Assessment (SHLAA)</i></p>
Please contact the report author if you need to access this report in an alternative format	

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Appendix 1

Bath and North East Somerset Council

Primary and Secondary School Organisation Plan 2013 – 2017

Including Longer Term Place Planning within

the Core Strategy Plan Period

Contents	Page
Introduction	3
Summary Profile of Schools Within Bath and North East Somerset	3
Pupil Projections in General	4
Primary Pupil Projections by Planning Area for Admissions in 2013 - 2017	5
Primary Planning Areas Map	7
Bath North West Planning Area	9
Bath North East Planning Area	10
Bath South West Planning Area	10
Bath South East Planning Area	11
Central North and Timsbury Planning Areas	12
Central South Planning Area	12
Whitchurch Planning Area	13
Chew Valley North Planning Area	13
Chew Valley South Planning Area	13
Keynsham and Salford Planning Areas	14
Paulton Planning Area	15
Midsomer Norton Planning Area	15
Radstock Planning Area	16
Bathavon South and Peasedown St. John Planning Areas	16
Secondary Pupil Projections by Planning Area for Admissions in 2013 - 2017	17
Secondary Planning Areas Map	19
Broadlands Planning Area	21
Chew Valley Planning Area	21
Greater Bath Consortium Planning Area	22
Norton Hill Planning Area	22
Somervale Planning Area	23
Wellsway Planning Area	23
Writhlington Planning Area	23
Longer Term Place Planning Within the Core Strategy Plan Period	24
Future Housing as Outlined in the Draft Core Strategy	24
School Place Requirements by Draft Core Strategy Area	26
Impact on Primary	26
Somer Valley Area – Midsomer Norton, Radstock, Paulton and Peasedown St. John	26
Bath Area	26
Keynsham Area	27
Whitchurch Area	28
Rural Area – the Remainder of the Authority	28
Impact on Secondary	28
Somer Valley Area – Midsomer Norton, Radstock, Paulton and Peasedown St. John	28
Bath Area	28
Keynsham Area	29
Whitchurch Area	29
Rural Area – the Remainder of the Authority	29
Strategy for Provision of New School Places and Options Evaluation Criteria	29
Educational Strategy	30
Educational Criteria	30
Conclusion	31
Glossary	32

Introduction

The provision of school places is going through a period of dramatic change. In line with current government strategy, rather than being direct providers of school places via Community schools, Local Authorities are moving to becoming commissioners of school places via a range of providers that include Academies, Free Schools, Studio Schools, Foundation schools, Trust schools, Voluntary Aided schools, Voluntary Controlled schools and Community schools.

Despite these changes, the Local Authority still retains the legal responsibility for pupil place planning within its area and has a statutory duty to provide sufficient school places for every child resident in the Local Authority who requires a place. In order to achieve this it can propose expansions to all categories of schools and commission the provision of new schools that will be run by the most appropriate body.

This plan outlines the current level of primary and secondary provision in the Authority, the projected pupil numbers based on births and resident population data over the next four years up to admissions in September 2017 in detail and in outline within the Core Strategy Plan period arising as a consequence of the future planned housing development expected to be delivered within this period in the Authority. The plan also gives estimates for the number of school places likely to be required in each of the planning areas across the Authority as a result of projected pupil numbers. In some cases it also proposes specific solutions as to how and where these additional places might be provided.

Summary Profile of Schools in Bath and North East Somerset

In Bath and North East Somerset there are a total of 62 primary, infant and junior schools as follows:

28 Community schools
24 Voluntary Controlled Church of England schools
5 Voluntary Aided Church of England schools
2 Voluntary Aided Catholic schools
3 Church of England Academies
(Including 5 Federations: 4 Federations each of 2 schools and 1 Federation of 3 schools)

In Bath and North East Somerset there are a total of 13 secondary schools as follows:

10 Academies
1 Foundation school
1 Voluntary Aided Catholic school
1 Voluntary Aided Church of England school
(Including 2 Federations, each of 2 schools)
12 schools have sixth forms (The two Voluntary Aided schools share a joint sixth form).

11 schools are co-educational
1 school is single sex boys and 1 school is single sex girls

Pupil Projections in General

The future need for school places is expected to be affected by rates of underlying population growth coupled with pupils generated from new housing developments. The impact of this will vary from area to area across the Authority depending on where the population growth is taking place.

Two sources of funding – Basic Need funding and Developer Contributions - are available to create additional school places:

Basic Need funding is currently allocated to local authorities by the Department for Education (DfE) to provide additional school places where there is underlying growth in pupil numbers that is projected to exceed the number of place available. The level of Basic Need funding provided will be on the basis of the data contained within the annual School Capacity Return submitted to the DfE, which outlines the number of existing places in each planning area in the Authority, the current number of pupils on roll and a projection of future pupil numbers expected, excluding any pupils supported by Developer Contributions.

Developer Contributions are designed to mitigate against any negative impacts of a new development in an area where the additional housing would put pressure on local services. Where children generated by new housing developments cannot be accommodated in existing school provision, Developer Contributions will be sought in order to allow the Authority to provide the additional school places necessary. This could be in the form of additional accommodation added to existing schools where this is possible or via the provision of whole new schools to serve the development. Developer Contributions could be in the form of capital to build the new accommodation and where necessary, land to build on.

The Local Authority liaises with the Health Authority to obtain accurate figures for births within the Authority for each academic year and also to obtain figures for the resident population of children. The resident population data we use is updated every six months to reflect on going changes and movements in the population. The births data is updated annually

The Authority estimates what the resident population will be by the time children reach Reception age, based on the current resident population figures and births figures. It then estimates the percentage of resident 4 year olds that will take up a Reception (YR) place each year – the transfer rate – and also estimates how many 11 year olds there will be and what percentage of these will enter secondary school in Year 7 (Y7). It also estimates how the current year groups already within schools might change as they move through the school years.

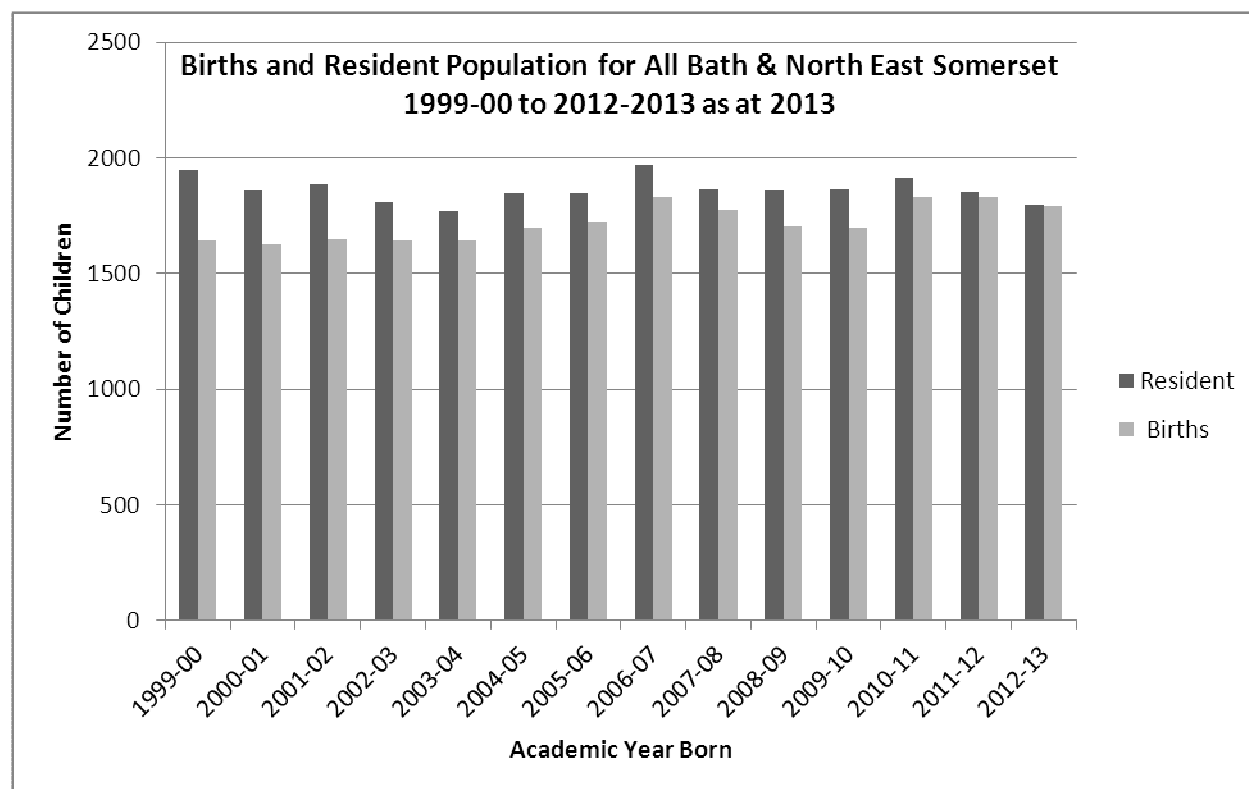
The Authority also uses the figures contained in the Bath and North East Somerset Planning Obligations Supplementary Planning Document in order to calculate the number of children of each age group likely to be generated from new housing developments. The number of children generated from new housing developments will then be added to the number of children arising from births and underlying population growth.

As far as possible, school places should be distributed to meet current and projected needs and to ensure that sufficient school places are available reasonably close to the communities

they serve. The Authority will seek to meet parental preferences as far as possible and to take this into account when planning school places. The limitations associated with some school sites means that it is not always possible to put additional school places precisely where they are required, however the best possible achievable option will always be pursued.

The table and chart below show the births and resident population data for 0 - 13 year olds by academic year as at September 2013 for all Bath and North East Somerset.

Age in 2013	13	12	11	10	9	8	7	6	5	4	3	2	1	0
Year of Birth	99-00	00-01	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13
Year Enter YR	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Year Enter Y7	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Total Births	1641	1628	1646	1644	1643	1696	1720	1832	1774	1704	1698	1830	1829	1792
Total Resident	1950	1860	1885	1809	1769	1850	1846	1971	1863	1861	1864	1914	1851	1796
Diff Births/ Resident	309	232	239	165	126	154	126	139	89	157	166	84	22	4



Primary Pupil Projections by Planning Area for Admissions in 2013 – 2017

For the purposes of primary school place planning, the Authority has been divided into seventeen areas. Each planning area contains a grouping of Lower Super Output Areas

which are the smaller areas that wards have been divided into nationally to allow a range of data to be recorded on a very local basis. Each planning area has been designed to group the child population living within that area with the school places that could reasonably be said to serve that planning area.

In some areas, usually in more rural areas, where some routes to schools are deemed to be hazardous (as described in the B&NES *A Primary School for Your Child* booklet), it is more likely that a single local school would normally be expected to serve a particular rural area or village, compared to urban areas where there would usually be more than one school located within a more compact geographical area that would be accessible to a local community.

Adjustments are made to allow for some movements between planning areas where this is thought to be reasonable i.e. within a reasonable distance, reflecting current patterns of movements of pupils that live in one planning area and attend school in another etc. and in this report some of the individual planning areas have been grouped.

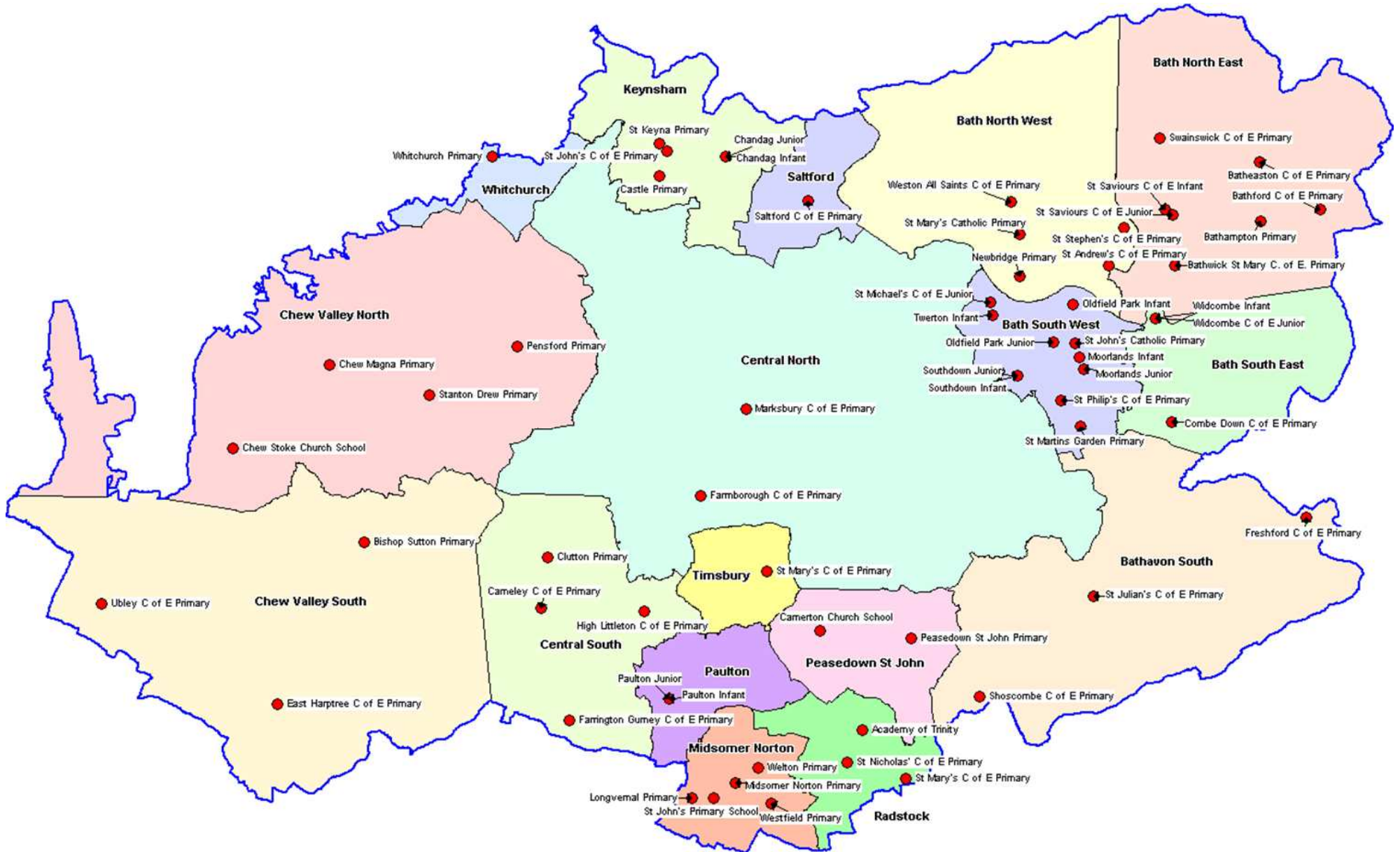
The challenges around primary school place planning are firstly to accurately estimate what the resident population of 4 year olds is likely to be in the future based on the births and current resident population data for each age group. Resident population figures change from year to year and generally increase compared to the births figure for that age group, although they can be lower. Increases can be irregular from year to year and vary for different year groups.

Secondly it is to project the percentage of those 4 year olds that will take up a YR place, primarily based on past patterns of admissions. The final factor is parental preference as parents do not always choose their nearest school. Estimates are based on the assumption that current patterns of take up of places will continue into the future. When planning YR places it is only possible to plan four years ahead with any degree of certainty due to the availability of data on actual births.

Pupil projections are reviewed annually and updated as necessary.

Primary Planning Areas Map

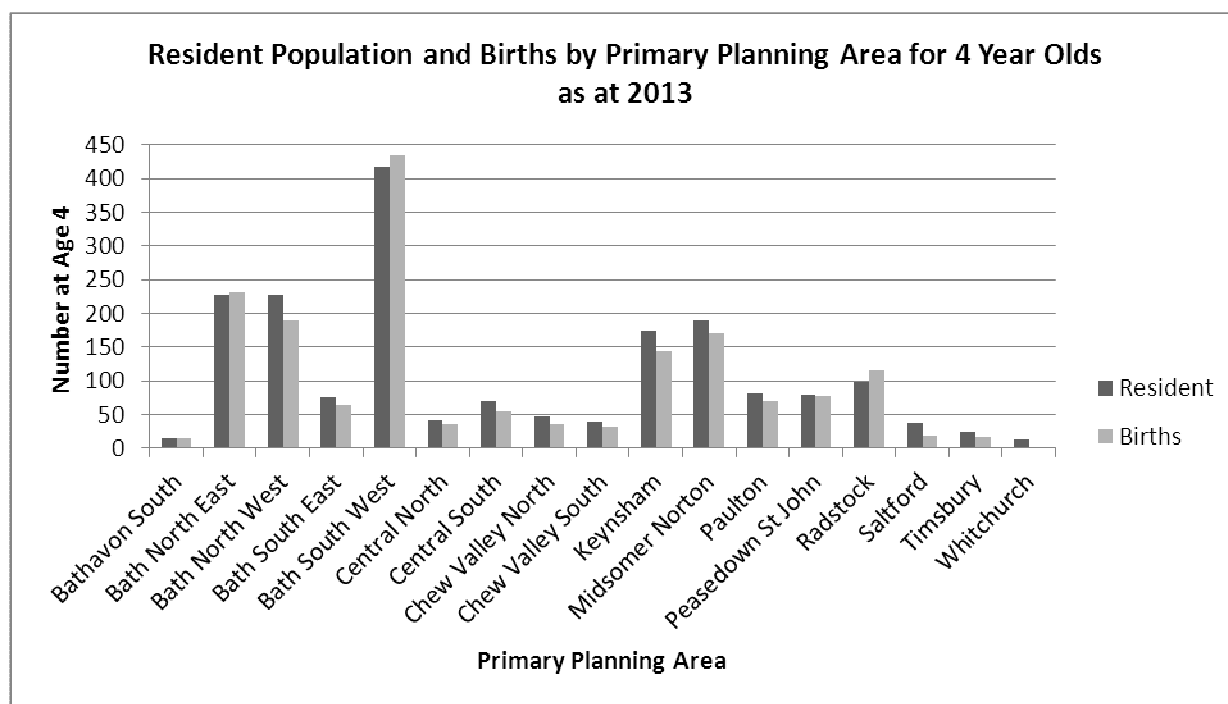
Page 87



The table below shows births and resident population data as at September 2013 for 0 - 10 year olds by academic year grouped by Primary Planning Area.

	Age in 2013	10	9	8	7	6	5	4	3	2	1	0
	Year of Birth	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13
	Year Enter YR	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Year Enter Y7	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Bathavon South	Resident	22	26	25	18	30	19	15	20	14	14	14
	Births	19	22	20	17	26	12	14	9	15	13	14
Bath North East	Resident	245	249	252	224	281	240	228	257	270	246	237
	Births	238	229	244	252	274	265	231	240	274	254	240
Bath North West	Resident	214	202	216	259	241	254	228	225	220	226	217
	Births	197	215	187	209	210	248	190	209	209	222	209
Bath South East	Resident	82	98	95	96	89	93	76	82	79	60	69
	Births	62	61	75	67	78	70	64	60	69	55	68
Bath South West	Resident	378	366	407	364	408	388	418	380	415	449	429
	Births	387	385	405	382	429	406	435	394	420	467	441
Central North	Resident	57	40	45	45	44	42	41	42	32	42	38
	Births	44	29	38	39	34	35	36	32	29	37	37
Central South	Resident	62	71	74	76	73	86	70	66	61	61	58
	Births	54	54	67	70	68	69	54	63	55	62	54
Chew Valley North	Resident	47	39	41	42	54	39	47	38	48	33	26
	Births	33	22	33	32	46	30	35	32	42	30	26
Chew Valley South	Resident	43	46	42	44	46	41	40	44	37	31	27
	Births	32	32	26	35	37	42	32	34	30	26	26
Keynsham	Resident	173	143	172	162	181	168	174	174	203	171	175
	Births	130	140	149	144	146	138	144	133	181	151	160
Midsomer Norton	Resident	166	156	170	181	188	142	190	176	185	176	183
	Births	150	144	146	170	170	150	170	159	178	192	182
Paulton	Resident	62	68	61	72	52	62	82	67	78	75	70
	Births	68	55	61	56	54	46	70	65	68	74	79
Peasedown St John	Resident	91	87	83	96	83	100	80	99	87	88	75
	Births	95	95	95	98	83	99	78	96	86	92	82
Radstock	Resident	89	90	85	101	109	98	99	105	108	108	108
	Births	88	111	90	98	115	115	116	104	109	98	108
Saltford	Resident	38	45	46	32	42	46	38	45	35	32	27
	Births	26	18	30	11	28	24	19	33	26	24	28
Timsbury	Resident	25	32	32	25	39	33	24	36	31	28	34
	Births	22	26	27	33	29	25	17	27	26	24	30
Whitchurch	Resident	15	11	5	10	11	12	12	8	11	11	8
	Births	0	5	4	6	6	0	0	9	13	9	8

The chart below shows births and resident population data as at September 2013 for children aged 4 in the 2013-2014 academic year grouped by Primary Planning Area.



The following figures show the actual YR intakes for 2012 and the estimated YR intakes for the academic years 2013 to 2017 as at the May School Census date. Also latest Net Capacity (NC) figures or Capacity (C) if the school is an academy and the 2013 YR places.

Bath North West Planning Area

	R	1	2	3	4	5	6	Total
2012	264	265	259	230	226	219	221	1684
2013	262	267	266	261	231	227	220	1734
2014	264	264	268	267	262	232	228	1785
2015	277	266	265	269	268	263	233	1841
2016	278	278	267	266	269	269	264	1891
2017	272	279	279	268	268	270	270	1906

Reception Places in 2013: 270

Schools:

60 Newbridge Primary (NC 450), 30 St. Andrews C of E Primary (NC 210), 30 St. Mary's Catholic Primary (NC 210), 60 St. Stephen's C of E Primary (NC 420), 90 Weston All Saints C of E Primary (NC 510).

Weston All Saints C of E Primary school is currently being permanently expanded to add 30 places per year group to accommodate pupils from underlying population growth to become a 630 place school. In addition to this, the Local Authority is currently investigating how best

to provide the small number of additional places projected to be required in this planning area for admissions into YR in 2015, 2016 and 2017 at another school or schools in the area. This may also be achieved in conjunction with plans for the additional places projected to be needed in the Bath North East Planning Area.

Bath North East Planning Area

	R	1	2	3	4	5	6	Total
2012	170	202	166	166	174	162	178	1218
2013	174	171	203	167	166	174	163	1218
2014	206	175	172	203	167	166	174	1263
2015	210	207	177	172	204	169	168	1307
2016	198	211	208	178	173	204	169	1341
2017	207	199	212	209	179	174	206	1386

Reception Places in 2013: 192

Schools:

30 Bathampton Primary (NC 178), 30 Batheaston C of E Primary (NC 209), 30 Bathford C of E Primary (NC 210), 30 Bathwick St. Mary C of E Primary (NC 210), 60 St. Saviour's C of E Infant (NC 210) (and 60 St. Saviour's C of E Junior (NC240)), 12 Swainswick C of E Primary (NC 84).

Bathampton Primary school is currently being permanently expanded so that it can provide a total of 30 places in every year group to accommodate pupils from underlying population growth. St Saviour's C of E Junior school will have a bulge class added for Year 3 admissions in 2014 to accommodate the bulge class of children that originally entered the infant school in 2011.

The Local Authority is currently investigating how best to provide the small number of additional places projected to be required in this planning area for admissions into YR in 2014, 2015, 2016 and 2017. This may be achieved in conjunction with plans for the additional places projected to be needed in the Bath North West Planning Area.

Bath South West Planning Area

	R	1	2	3	4	5	6	Total
2012	333	334	292	314	291	286	284	2134
2013	353	336	335	294	316	291	287	2212
2014	342	356	339	337	295	317	292	2278
2015	356	345	357	341	338	295	318	2350
2016	393	359	347	360	342	338	296	2435
2017	396	396	362	349	360	342	338	2543

Reception Places in 2013: 365

Schools:

60 Moorlands Infant (NC 210) (and 64 Moorlands Junior (NC 242)), 60 Oldfield Park Infant (NC 210) (and 64 Oldfield Park Junior (NC 229)), 40 St. Philip's C of E Primary

(NC 280), 45 Southdown Infant (NC 135) and 45 Southdown Junior (NC 180)), 55 St. Martin's Garden Primary (NC 333), 45 St. John's Catholic Primary (NC 312), 60 Twerton Infant (NC 180) (and 60 St. Michael's C of E Junior (NC 240)).

**Moorlands Infant and Moorlands Junior are federated
Southdown Infant and Southdown Junior are federated**

Moorlands Junior school will have a bulge class added for Year 3 admissions in 2014 to accommodate the bulge class of children that originally entered the infant school in 2011. It is proposed to add a bulge class to Oldfield Park Junior school for Year 3 admissions in 2015 to accommodate the bulge class of children that originally entered the infant school in 2012.

The Local Authority is currently investigating how best to provide the small number of additional places projected to be required in this planning area for admissions into YR in 2015 and the more significant number projected to be required for 2016 and 2017. The extra places for 2016 and 2017 are likely to be proposed to be provided primarily at Moorlands Infant school together with additional places at another school or schools.

The new primary school to serve the Crest development at Bath Western Riverside (BWR) has an estimated delivery date of 2017/2018, based on the latest build programme for the development.

Bath South East Planning Area

	R	1	2	3	4	5	6	Total
2012	114	113	119	111	113	106	103	779
2013	121	115	114	120	112	114	107	803
2014	124	121	116	115	121	113	115	825
2015	125	125	122	117	115	122	114	840
2016	120	126	126	123	117	116	122	850
2017	122	120	126	126	123	118	116	851

Reception Places in 2013: 120

Schools:

60 Combe Down C of E Primary (NC 418), 60 Widcombe Infant (NC 180) (and 60 Widcombe C of E Junior (NC 227)).

The small number of additional places projected to be required in this planning area for admissions into YR in 2014, 2015 and 2017 are likely to be provided in conjunction with plans for the additional places projected to be needed in the Bath South West Planning Area.

Central North and Timsbury Planning Areas

	R	1	2	3	4	5	6	Total
2012	54	60	49	61	53	57	54	388
2013	55	55	60	50	61	54	57	392
2014	65	56	55	61	50	62	54	403
2015	57	66	57	56	61	51	62	410
2016	61	58	67	58	56	62	51	413
2017	60	62	59	68	59	57	62	427

Reception Places in 2013: 65

Schools:

20 Farmborough C of E Primary (NC 120), 15 Marksbury C of E Primary (NC 105), 30 St. Mary's C of E Primary (Timsbury) (NC 210).

It is currently projected that there will be sufficient capacity available at Farmborough C of E Primary school to accommodate pupils generated by underlying population growth and from the new housing currently proposed for Farmborough. Also sufficient places in general in this planning area up to 2017.

Central South Planning Area

	R	1	2	3	4	5	6	Total
2012	78	65	70	70	64	58	61	466
2013	66	78	66	70	71	64	59	474
2014	67	66	79	66	71	71	65	485
2015	62	68	67	79	67	71	72	486
2016	64	62	68	67	80	67	72	480
2017	57	65	63	69	68	80	68	470

Reception Places in 2013: 80

Schools:

20 Cameley C of E Primary (NC 138), 25 Clutton Primary (NC 147), 15 Farrington Gurney C of E Primary (NC 105), 20 High Littleton C of E Primary (NC 140).

Farrington Gurney C of E Primary is federated with St. Mary's C of E Primary (Writhlington)

It is currently projected that there will be sufficient capacity available at Clutton Primary school to accommodate pupils generated by underlying population growth and from the new housing currently proposed for Clutton. Also sufficient places in general in this planning area up to 2017.

Whitchurch Planning Area

	R	1	2	3	4	5	6	Total
2012	30	29	30	25	31	29	22	196
2013	30	30	30	30	26	31	30	207
2014	30	30	30	31	31	27	31	210
2015	30	30	30	30	31	31	28	210
2016	30	30	30	30	30	31	31	212
2017	30	30	30	30	30	30	31	211

Reception Places in 2013: 30

Schools:

30 Whitchurch Primary (NC 206)

There are projected to be sufficient places available in this planning area to accommodate pupils up to 2017.

Chew Valley North Planning Area

	R	1	2	3	4	5	6	Total
2012	62	59	58	55	52	64	58	408
2013	57	63	59	59	56	53	65	412
2014	55	58	63	61	60	57	54	408
2015	63	56	59	64	62	61	58	423
2016	60	64	57	60	66	63	62	432
2017	53	62	65	58	62	68	64	432

Reception Places in 2013: 67

Schools:

15 Chew Magna Primary (NC 105), 27 Chew Stoke Church School (C 189), 15 Pensford Primary (NC 105), 10 Stanton Drew Primary (NC 70).

Stanton Drew Primary is federated with Bishop Sutton Primary

Future demand is expected to be met by current school provision in the Chew Valley North Planning Area up to 2017.

Chew Valley South Planning Area

	R	1	2	3	4	5	6	Total
2012	38	50	42	32	38	40	38	278
2013	44	39	51	43	33	39	41	290
2014	50	46	40	52	44	34	40	306
2015	47	51	47	41	53	45	35	319
2016	44	48	52	48	43	54	46	335
2017	44	45	49	53	49	43	55	338

Reception Places in 2013: 48**Schools:**

21 Bishop Sutton Primary (NC 147), 15 East Harptree C of E Primary (NC 103), 12 Ubley C of E Primary (NC 80).

Bishop Sutton Primary is federated with Stanton Drew Primary.

The small number of additional places projected to be required in this planning area for admissions into YR in 2014 are expected to be provided at Bishop Sutton Primary school.

Keynsham and Saltford Planning Areas

	R	1	2	3	4	5	6	Total
2012	215	219	197	214	186	200	196	1427
2013	210	217	221	199	216	188	202	1453
2014	231	212	219	223	201	218	190	1494
2015	253	233	214	221	225	203	220	1569
2016	222	255	235	214	223	227	205	1581
2017	244	224	257	237	216	225	229	1632

Reception Places in 2013: 225**Schools:**

45 Castle Primary (NC 267), 60 Chandag Infant (NC 180) (and 68 Chandag Junior (NC 240)), 30 St. John's C of E Primary (Keynsham) (NC 210), 30 St. Keyna Primary (NC 210), 60 Saltford C of E Primary (NC 359).

Castle Primary school is currently being permanently expanded to add a total of 30 places per year group to accommodate pupils from both parts of the K2 housing development in Keynsham and some pupils from underlying population growth, to become a 420 place school. Two classrooms will be added to Saltford C of E Primary school to allow it to accommodate 60 pupils in every year group and become a 420 place school.

The Local Authority is currently finalising plans for the additional places projected to be required in this planning area for admissions into YR in 2015 and a one-off bulge class of children at St. John's C of E Primary school for admissions in 2015 has been discussed with the school.

Planning is continuing for the provision of a new on site primary school to serve the former Somerdale factory site in Keynsham.

Paulton Planning Area

	R	1	2	3	4	5	6	Total
2012	58	57	60	52	60	62	61	410
2013	79	60	59	64	55	61	63	441
2014	69	81	62	62	65	56	62	457
2015	79	72	83	63	64	66	57	484
2016	76	81	72	84	65	66	67	511
2017	74	78	83	74	85	66	67	527

Reception Places in 2013: 90

Schools:

Paulton Infant (NC 209) (and 60 Paulton Junior (NC 240)).

Paulton Infant school is currently being permanently expanded to add 30 places per year group to accommodate pupils from underlying population growth and from existing housing developments in Paulton to become a 270 place school. Paulton Junior school will be expanded from 2016 onwards to add 30 places per year group and become a 360 place school. This will create sufficient capacity for pupils generated by the Polestar Barratts and Bovis Homes developments as well as several other smaller approved developments in Paulton.

Midsomer Norton Planning Area

	R	1	2	3	4	5	6	Total
2012	158	188	192	178	163	174	193	1246
2013	206	164	194	198	183	169	179	1293
2014	191	212	169	199	204	189	175	1339
2015	214	196	217	175	206	207	195	1410
2016	215	220	201	223	181	209	212	1461
2017	214	221	226	206	228	186	214	1495

Reception Places in 2013: 218

Schools:

25 Longvernal Primary (NC 113), 45 Midsomer Norton Primary (NC 315), 60 St. John's Primary School (Midsomer Norton) (C 420), 28 Welton Primary (NC 196), 60 Westfield Primary (NC 360).

Additional capacity may be required in Midsomer Norton by 2017 in order to accommodate pupils generated by approved housing developments e.g. Alcan, Jewsons and if so it is proposed to add capacity to an existing school or schools in Midsomer Norton to create more places.

Radstock Planning Area

	R	1	2	3	4	5	6	Total
2012	83	89	78	66	67	57	68	508
2013	83	86	92	81	69	70	60	541
2014	96	85	88	94	83	71	72	589
2015	97	97	87	90	96	85	72	624
2016	97	99	99	89	92	98	87	661
2017	97	99	101	101	91	94	100	683

Reception Places in 2013: 90

Schools:

30 Academy of Trinity (C 210), 20 St. Mary's C of E Primary (Writhlington) (NC 119), 40 St. Nicholas' C of E Primary (NC 270).

St. Mary's C of E Primary (Writhlington) is federated with Farrington Gurney C of E Primary

Additional capacity is projected to be required in Radstock for admissions into YR in 2014, 2015, 2016 and 2017 and this is likely to be provided in conjunction with additional places in the Midsomer Norton Planning Area.

Bathavon South and Peasedown St. John Planning Areas

	R	1	2	3	4	5	6	Total
2012	120	123	126	105	107	118	120	819
2013	108	122	126	127	106	108	119	816
2014	131	110	123	127	128	107	109	835
2015	123	133	112	124	128	129	108	857
2016	122	124	135	113	125	129	130	878
2017	127	123	125	136	114	126	130	881

Reception Places in 2013: 141

Schools:

10 Camerton Church School (NC 55), 20 Freshford C of E Primary (NC 140), 75 Peasedown St. John Primary (NC 525), 20 Shoscombe C of E Primary (NC 115), 16 St. Julian's C of E Primary (NC 112).

Camerton Church School, Shoscombe C of E Primary and St. Julian's C of E Primary are federated

Additional capacity has been added to Peasedown St John Primary school in order to accommodate pupils generated from underlying population growth and from the housing development at Wellow Lane in Peasedown St John. There is now expected to be sufficient capacity available in this planning area.

Secondary Pupil Projections by Planning Area for Admissions in 2013 – 2017

For the purposes of secondary school place planning, the Authority has been divided into seven planning areas which relate to the seven secondary school catchment areas, also called Areas of Prime Responsibility, within the Authority.

The catchment areas for Chew Valley and Writhlington schools extend beyond the boundary of Bath and North East Somerset into the neighbouring authorities of North Somerset and Somerset respectively. Children living within this part of the catchment area are considered on the same level of priority as children living within the Bath and North East Somerset part of the catchment area for that school.

The catchment area for St. Gregory's Catholic College extends beyond the boundaries of the Greater Bath Consortium catchment area, primarily to the north, east and south of the Authority as it serves designated Catholic parishes in North West Wiltshire and the north of the County of Somerset and well as Bath and North East Somerset.

The Authority is a net importer of pupils with many pupils travelling into the Authority from neighbouring authorities. This can create challenges when planning secondary school places as these patterns can change for a variety of reasons. External factors such as the popularity of schools in neighbouring authorities can impact on parental preference and affect the number of pupils that come into Bath and North East Somerset, as can any changes to schools within the Authority.

Some schools currently admit a significant number of pupils from outside of their catchment area and outside of the Authority, notably Chew Valley, Broadlands and Oldfield and to a lesser extent Writhlington. Within the Authority, Norton Hill, Somervale and Writhlington tend to admit pupils from each other's catchment areas to varying degrees and Wellsway admits a significant number of pupils from the Broadlands catchment area and from outside the Authority. Numbers at these schools can be significantly affected by these movements of pupils.

If pupil numbers in the catchment areas for these schools were to increase in future as a result of underlying population growth and/or new housing development, it is possible that gradually over time the new Year 7 pupils living in the catchment area who apply for a place at their local school could serve to displace some of these out of catchment pupils..

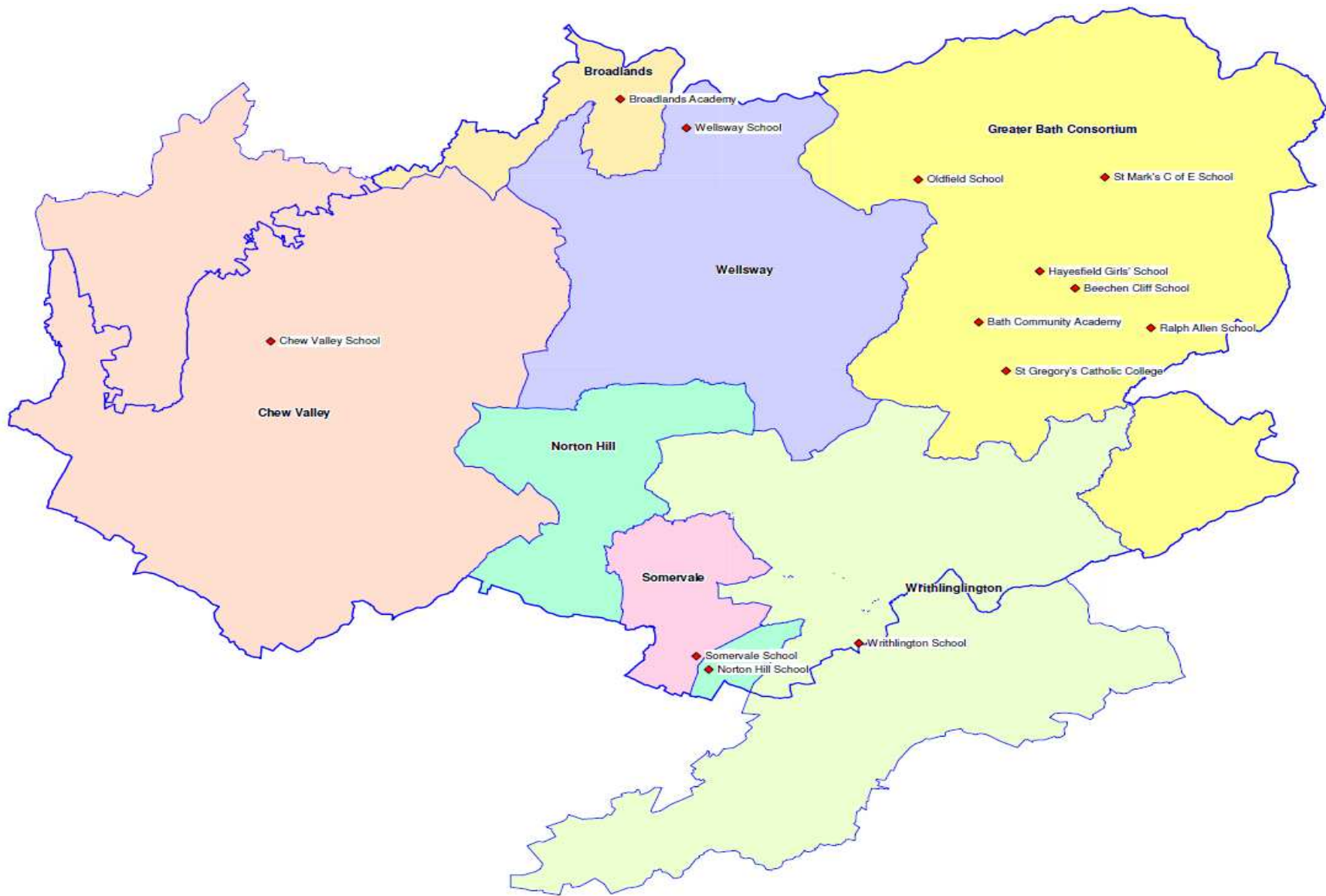
The projected Year 7 (Y7) intake figures for 2013 – 2017 have been calculated by estimating the number of resident population children reaching Year 7 age based on the current resident population and births figures in each secondary planning area and then the percentage of resident 11 year olds that will take up a Year 7 place is estimated, primarily based on past patterns of parental preference and take up of places. Finally a projection of the current year groups already within schools is calculated. The estimates are based on the assumption that these current patterns will continue into the future.

The figures also include pupils who currently travel into the Authority from outside of the individual school catchment areas and again are based on the assumption that this current pattern continues at this level. Also, popular schools are likely to attract additional pupils from

outside of their catchment area should less places be required by children living within the catchment area because the population there has fallen.

Generally speaking, secondary pupil numbers are expected to be lower over the next few years as the smaller numbers of primary pupils seen in the past reach secondary school age. The increasing primary age population is first anticipated to reach Year 7 of secondary school in the 2018/19 academic year, resulting in a marked increase in secondary school age pupils at this time, particularly in Bath and the area served by Writhlington school and generally to remain higher from that point onwards. However up to admissions in 2017 there are still projected to be sufficient secondary school places available in all areas of the Authority for children living within the secondary school catchment areas for Bath and North East Somerset.

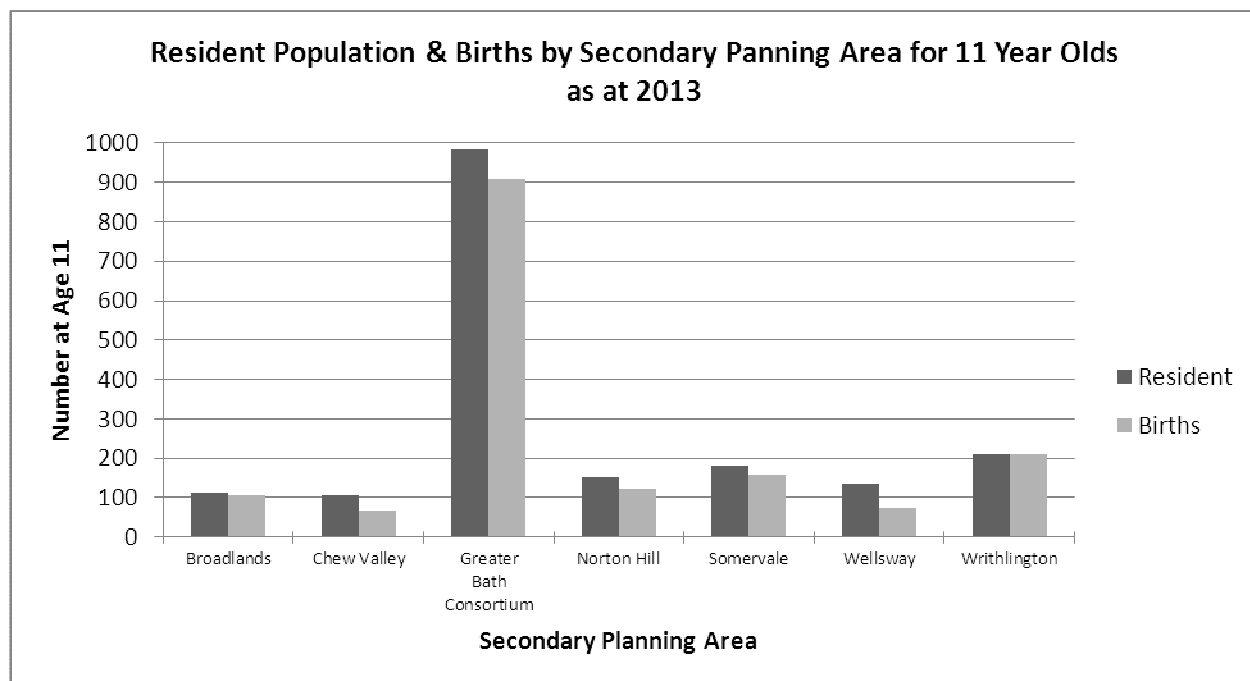
Secondary Planning Areas Map



The table below shows births and resident population data as at September 2013 for 0 - 11 year olds by academic year grouped by Secondary Planning Area.

	Age in 2013	11	10	9	8	7	6	5	4	3	2	1	0
	Academic Year	01-02	02-03	03-04	04-05	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13
	Year Enter YR	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Year Enter Y7	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Greater Bath Consortium	Resident	985	942	938	995	961	1045	997	969	964	999	997	969
	Births	909	903	907	932	926	1013	1005	936	913	989	997	969
Broadlands	Resident	113	124	104	125	119	147	134	142	127	160	139	140
	Births	105	108	109	117	115	125	105	119	104	160	128	129
Chew Valley	Resident	107	100	97	102	101	108	97	98	91	96	74	60
	Births	66	75	64	78	84	93	85	77	75	80	66	59
Norton Hill	Resident	153	142	149	137	153	159	142	144	165	146	138	152
	Births	124	125	135	122	131	135	144	127	152	149	145	154
Somervale	Resident	181	162	162	168	192	168	157	211	176	204	200	185
	Births	160	160	144	156	176	166	135	182	163	179	211	190
Wellsway	Resident	137	135	117	121	111	114	115	104	120	107	95	93
	Births	73	71	71	85	66	76	77	63	88	74	76	90
Writhlington	Resident	209	204	201	202	210	230	220	193	221	203	208	197
	Births	209	201	214	207	221	224	222	200	204	199	193	197

The chart below shows births and resident population data as at September 2013 for children aged 11 in the 2013-2014 academic year grouped by Secondary Planning Area.



The following figures show the actual Y7 intakes for 2012 and the estimated Y7 intakes for the academic years 2013 to 2017 as at the May School Census date. Also latest Net Capacity (NC) figures or Capacity (C) if the school is an academy and the 2013 Y7 places.

Broadlands Planning Area

	7	8	9	10	11	12	13	Total
2012	107	95	87	144	186	NA	NA	619
2013	39	107	95	87	144	NA	NA	472
2014	46	39	107	95	87	NA	NA	374
2015	35	47	39	107	95	NA	NA	323
2016	42	36	47	39	107	NA	NA	271
2017	50	43	37	47	40	NA	NA	217

Year 7 Places in 2013: 217

School:

Broadlands Academy (C 1085).

There is projected to be sufficient capacity available in this planning area to accommodate the projected number of pupils up to 2017. Expected to be negligible impact on pupil numbers due to housing development within this period.

Chew Valley Planning Area

Schools: Chew Valley (NC 1245)

	7	8	9	10	11	12	13	Total
2012	189	195	196	200	187	101	102	1170
2013	196	190	196	196	200	99	85	1162
2014	183	197	191	197	196	106	83	1153
2015	183	185	198	192	197	104	89	1148
2016	184	186	187	199	192	105	88	1141
2017	192	187	186	188	199	103	89	1144

Year 7 Places in 2013: 196

School:

Chew Valley School (NC 1245)

There is projected to be sufficient capacity available in this planning area to accommodate the projected number of pupils up to 2017. Expected to be negligible impact on pupil numbers due to housing development within this period.

Greater Bath Consortium Planning Area

	7	8	9	10	11	12	13	Total
2012	893	892	906	934	969	443	394	5431
2013	1013	901	894	917	931	521	346	5523
2014	965	1021	902	904	914	507	408	5621
2015	1018	972	1022	911	901	505	397	5726
2016	1049	1026	973	1032	908	506	397	5891
2017	1036	1056	1027	982	1029	514	398	6042

Year 7 Places in 2013: 1,168

Schools:

180 Beechen Cliff School (C 1131), 120 Bath Community Academy (C 720), 210 Hayesfield Girls' School (C 1226), 216 Oldfield School (C 1216), 180 Ralph Allen School (C 1110), 160 St. Gregory's Catholic College (NC 867), 102 St. Marks C of E School (NC 513).

St. Gregory's Catholic College is federated with St. Mark's C of E School

A new school - Bath Studio School - is due to open in south Bath in September 2014 and will offer a total of 300 places for pupils aged 14 -19. There is projected to be sufficient capacity available in this planning area to accommodate the projected number of pupils up to 2017. Expected to be negligible impact on pupil numbers due to housing development in Bath within this period.

Norton Hill Planning Area

	7	8	9	10	11	12	13	Total
2012	252	243	252	258	249	129	108	1491
2013	244	253	244	256	260	128	110	1495
2014	227	244	253	247	257	135	109	1472
2015	233	227	244	256	248	134	115	1457
2016	230	233	227	248	258	129	114	1439
2017	242	231	233	230	249	134	111	1430

Year 7 Places in 2013: 247

School:

Norton Hill School (C 1621)

There is projected to be sufficient capacity available in this planning area to accommodate the projected number of pupils up to 2017. There could be a minor impact on numbers due to the Alcan and Jewsons housing developments in Midsomer Norton within this period.

Somervale Planning Area

	7	8	9	10	11	12	13	Total
2012	74	95	95	78	106	22	18	488
2013	88	80	97	97	80	29	19	490
2014	82	95	82	99	99	22	25	504
2015	84	88	97	84	100	27	19	499
2016	84	89	90	99	85	28	23	498
2017	98	89	90	92	100	24	24	517

Year 7 Places in 2013: 141

School:

Somervale School (C 839).

There is projected to be sufficient capacity available in this planning area to accommodate the projected number of pupils up to 2017. There could be a minor impact on numbers due to the Polestar Barratts and Polestar Bovis developments in Paulton and the Cautletts Close housing development in Midsomer Norton within this period.

Wellsway Planning Area

	7	8	9	10	11	12	13	Total
2012	208	208	215	214	220	137	116	1318
2013	222	211	208	216	217	147	115	1336
2014	220	225	212	209	218	146	125	1355
2015	201	223	226	213	211	148	124	1346
2016	210	204	224	227	214	144	127	1350
2017	212	212	205	226	228	147	124	1354

Year 7 Places in 2013: 220

School:

Wellsway School (C 1386).

There is projected to be sufficient capacity available in this planning area to accommodate the projected number of pupils up to 2017.

Writhlington Planning Area

	7	8	9	10	11	12	13	Total
2012	244	260	242	237	241	177	157	1558
2013	251	248	263	242	241	186	148	1579
2014	245	255	251	265	243	185	156	1600
2015	254	249	258	253	266	188	155	1623
2016	256	260	252	260	254	205	157	1644
2017	261	261	263	254	261	196	173	1669

Year 7 Places in 2013: 245

School:
Writhlington School (C 1547).

The projected figures for Y7 admissions in 2015, 2016 and 2017 indicate a shortfall of places. However it is likely that at the point of admission at Y7, more pupils living in the catchment area would obtain a place and less of the out of catchment children applying for a place would be successful, thus there would be sufficient space in the school for the pupils living within the catchment area. There could be a minor impact on numbers due to the Wellow Lane housing development within this period.

Longer Term Place Planning within the Core Strategy Plan Period

Future Housing as Outlined in the Draft Core Strategy

The Core Strategy is the key overarching document in the Local Development Framework and is the first of a new generation of policy documents that will set out the long-term planning framework for the district.

The Draft Core Strategy sets out the policy framework for the location and level of new housing and other development and is one of the Council's key policy documents that seeks to build upon the area's strong foundations which include the emerging creative industries, success of local Universities, and vibrant retail and tourist offer.

The Draft Core Strategy was submitted to the Planning Inspectorate on 3rd May 2011 for independent examination and the Examination Hearings commenced in January 2012. The Inspector's preliminary conclusions on strategic matters indicated that the Council needed to reassess the strategic housing requirements in order to be compliant with the National Planning Policy Framework. The Inspector has recently indicated that the Core Strategy should be planning for around 13,000 homes or less. The Council has now identified a number of sites where additional dwellings could be delivered and the Inspector will hold hearings on these proposed site allocations in March/April 2014.

Once adopted, the Core Strategy will set out the long term spatial vision for Bath and North East Somerset within the plan period from 2011 – 2029 and the broad locations for new housing, jobs and other strategic developments. It will also focus on the delivery of policy objectives and any infrastructure requirements, which would include schools.

The revised Draft Core Strategy outlines the expected total number of new dwellings to be provided within the plan period in each of the five planning areas of the Authority, as follows: 7,022 dwellings in Bath, 2,152 in Keynsham, 2,467 in the Somer Valley area, 1,115 in the rural area and 200 in the Whitchurch area of Bath and North East Somerset. Some of these dwellings have already been built or are part of known housing developments that currently have planning permission but have not yet been built.

This plan outlines the likely need for primary and secondary school places based on these area quotas of dwellings as listed above. Should more dwellings than this be built, current place planning will need to be reviewed as more school places would be required.

In general, the majority of existing primary schools are either already at capacity or projected to reach capacity within the next few years and it is anticipated that there will be minimal or nil surplus capacity to absorb primary age children generated from future new housing development. Therefore Developer Contributions will be required in order to provide additional primary school places to accommodate them.

The impact of pupils generated from future house building will vary from area to area across the Authority depending on where the population growth is taking place. In some areas the impact is likely to be less severe and be felt more gradually, as the number of places required will be fewer in number and will build up gradually and also because there will be more options available for delivery of any additional places that might be required, possibly via the expansion of existing local schools using Developer Contributions.

In other areas where growth is expected to be greater and more rapid and options for delivery of additional places is limited, as existing local schools cannot be expanded, for example because the sites they occupy are not large enough, the impact is likely to be much more pronounced and immediate, requiring additional places to be created early on and most likely via the provision of whole new schools. This will require Developer Contributions in the form of capital to build the new school accommodation and sufficient land to build on.

For instance, in Midsomer Norton and Radstock and in the rural area there is generally considered to be greater scope for most existing primary schools to accommodate growth utilising Developer Contributions to add extra capacity. This is due to both the lower levels of growth anticipated and the greater potential for extension or expansion of existing facilities in most cases. In other parts of the Authority such as Bath and Keynsham, this is not the case and in most cases whole new primary schools on new sites will be required.

The Authority will need to consider the timing of the delivery of any additional places that might be required, particularly where the need for places is created by more than a single development and where Developer Contributions might need to be pooled or where a Developer Contribution from a single development is received in several staged payments. This is particularly so where additional land will be required.

It is likely that Developer Contributions could be received over an extended period of time which makes planning building work challenging. Also where additional places are required as a result of underlying population growth as well as new housing development, it would be best practice to combine Basic Need funding with Developer Contributions where possible to achieve the most cost effective solution. However it will be a challenge to achieve this level of co-ordination whilst at the same time ensuring that the additional places are provided in time and are available when required.

Existing secondary school and sixth form provision is currently expected to be sufficient in most areas of the Authority for future pupil numbers arising from future house building as outlined in the Draft Core Strategy. However in other areas it is possible that there will be a shortfall as a result of the additional dwellings being proposed in Bath and the Somer Valley. The most significant future increases in pupil numbers as a result of new housing development are expected to be in the Broadlands Planning Area as a result of the K2 development, the Somerdale factory site development and other future proposed housing development in Keynsham and Whitchurch, in the Somervale Planning Area as a result of

the Polestar development and other developments in Midsomer Norton and in the Greater Bath Consortium Planning Area as a result of the BWR development and other major developments planned for Bath.

Should a future proposed new housing development in a particular area be projected to result in a shortfall of secondary school or sixth form places, the Authority will seek contributions from developers to provide additional places. If additional secondary and sixth form provision is required, this is likely to be delivered via the expansion of existing schools rather than by building whole new schools. This situation will continue to be monitored.

School Place Requirements by Draft Core Strategy Area

1) Impact on Primary

Somer Valley Area – Midsomer Norton, Radstock, Paulton and Peasedown St. John

In Midsomer Norton and Radstock there is generally considered to be greater scope for existing primary schools to be expanded utilising Developer Contributions to add extra capacity in order to accommodate pupils from housing developments planned for these areas. However any further significant housing development above that already planned is likely to generate the need for a new school.

Additional capacity will be required in Midsomer Norton in order to accommodate the pupils generated by the housing developments at Alcan, Cautletts Close, Fosseyway South, Monger Lane and other developments in Midsomer Norton. It is proposed to add capacity to existing schools in Midsomer Norton and options for adding pupil places at the schools in the area will be assessed.

Additional capacity is projected to be required in Radstock in order to accommodate the pupils generated by the housing developments at Knobsbury Lane and the former Radstock Railway Line and other smaller developments. It is proposed to add capacity to existing schools in Radstock, and options for adding pupil places at the schools in the area will be assessed.

Paulton Infant and Junior schools cannot take any further expansion above that already planned for the existing approved housing as the sites will be at capacity and any additional housing would create the need for additional land and capital for a new school.

Bath Area

Many of the existing primary schools in Bath have limited or no capacity for extension or expansion on site as they are on sites that are constrained in size, therefore land for new school accommodation will be required in order to provide additional school places.

The exact number of additional places required in total will depend on the housing mix in the new housing developments – how many dwellings are flats, how many houses and how many bedrooms they have. It is expected that these places will be delivered via Developer Contributions in the form of capital and also land where appropriate.

Negotiations are continuing with developers for the provision of a new 210 place on-site primary school to serve the MoD Ensleigh housing development in North Bath comprising of Ensleigh North and Ensleigh South and also for the adjacent new area of Royal High School land. This is likely to be required in the very early stages of development in order to accommodate the first children from the new development as all of the schools in this area are either already at capacity, or projected to be at capacity within a very short period.

Negotiations with developers are also continuing for the provision of an expansion to Bathwick St Mary C of E Primary school to serve the MoD Warminster Road development and for other smaller developments in the Bath North East Planning Area.

In addition to the Crest BWR school of 210 places, it is projected that another 210 places will eventually be required in the future to accommodate pupils from the remainder of the BWR development and other developments in the central and river corridor area in the Bath South West Planning Area.

The MoD Foxhill development in the Bath South East Planning Area will generate sufficient pupils to require a new 210 place on-site primary school.

Additional school places will be required in the Bath North West Planning Area as a result of the proposed new area for housing development in Weston and the Authority is currently considering options to provide these places via the expansion of existing schools.

It is proposed to expand St Martin's Garden Primary school in order to accommodate the pupils generated by the proposed new area for housing development at Odd Down in the Bath South West Planning Area.

Keynsham Area

In Keynsham there is considered to be limited future scope for existing primary schools to accommodate growth utilising Developer Contributions to add extra capacity. This is due to both the more significant growth anticipated in this area and the fact that the existing school sites do not lend themselves to expansion.

In addition to the expansion of Castle Primary school for the K2 development, a new 210 place on-site primary school will be provided in order to accommodate the pupils from the housing development planned for the former Somerdale factory site in Keynsham and Developer Contributions in the form of capital and land have been sought to secure these facilities.

Additional school places will also be required in the Keynsham and Saltford planning area as a result of the proposed new areas of housing development in South West Keynsham and in East Keynsham and this is expected to be provided via an additional new school in Keynsham East.

Whitchurch Area

Additional school places will be required in the Whitchurch planning area as a result of the proposed new area of housing development in Whitchurch and this is expected to be provided via the expansion of Whitchurch Primary school. An additional area of land will be required in order to expand the school and Developer Contributions in the form of land and capital will be sought.

Rural Area – the Remainder of the Authority

In the rural areas there is generally considered to be greater scope for existing primary schools to accommodate growth utilising Developer Contributions to add extra capacity. This is due to both the lower levels of growth anticipated which is also intended to be spread throughout various village centres across the area and not concentrated in one place and the greater potential for extension or expansion of most existing school sites. However some rural school sites do not lend themselves to expansion as they are on constrained sites and development in these areas could be an issue. It is not anticipated that any new schools will be required.

Some additional capacity is expected to be required in Timsbury at some point in the future as a result of new housing proposed and also in Temple Cloud and in Bishop Sutton.

2) Impact on Secondary

Somer Valley Area – Midsomer Norton, Radstock, Paulton and Peasedown St. John

In the Somer Valley area secondary pupil numbers are increasing as a result of new housing and it is possible that the combined capacity available within Norton Hill, Somervale and Writhlington schools could start to be met or exceeded by admissions at some point after 2017 – possibly in 2018. It is possible that some of the out of catchment pupils on roll at the schools in this area could be displaced gradually over time as new Year 7 pupils resident in the Catchment Area apply for a place at their local school, resulting in fewer places being available for pupils from outside the Catchment Area and sufficient places for pupils within the Catchment Areas.

The new areas of housing proposed for the Somer Valley Area may require additional secondary places to be created in the future.

Bath Area

In the Bath area secondary pupil numbers are projected to gradually increase, although the capacity available within the seven schools in this area is still likely to be sufficient to meet current demand if, over time, the new Year 7 pupils resident in the Catchment Area gradually fill most of the places that are currently taken up by out of catchment pupils. If it is not possible to displace the majority of the out of catchment pupils in this way, it is possible that

available capacity could start to be met or exceeded at some point after 2017 – possibly in 2018.

The new areas of housing proposed for Bath may require additional secondary places to be created in the future.

Keynsham Area

In the Keynsham area there is projected to be sufficient secondary capacity available as the majority of the planned housing development is within the Broadlands planning area where there are projected to be secondary school spaces available in the future. Additional sixth form places may be required.

Whitchurch Area

As Whitchurch is within the Broadlands planning area, the pupils generated by the new housing proposed for this area could be accommodated at Broadlands as there is projected to be sufficient capacity available at this school in the future. Additional sixth form places may be required.

Rural Area – the Remainder of the Authority

There is also projected to be sufficient secondary capacity in the Rural Area as the planned development in this area is on a smaller scale and spread across a wide area and thus across several secondary school planning areas in the Authority. Also it is possible that some of the out of catchment pupils on roll at the various schools could be displaced gradually over time as new Year 7 pupils living in the catchment area apply for a place at the school, resulting in fewer places being available for pupils from outside the catchment area and more to those from within.

Strategy for Provision of New School Places and Options Evaluation Criteria

‘School’ means maintained school or academy. Any changes to existing maintained schools would be subject to completion of the appropriate statutory processes as necessary.

Criteria have been developed to enable options for the provision of new school places to be assessed. This will be applied when considering the options for providing additional places needed as a result of new housing development or underlying population growth (Basic Need).

New school places can be provided either through expansion alone or expansion and relocation of existing schools or through the provision of new schools.

When assessing the most appropriate educational solution, issues such as educational standards, proximity to development site or area of underlying population growth, admission

policies and patterns, balance of church and non - church school places will be taken into account.

Where it is identified that the preferred educational solution requires additional land to enable expansion of an existing school or a site for a relocated and expanded school or a new school, this will be referred to Planning Policy to test its deliverability.

Educational Strategy

Sufficient school places must be provided so that the Council can meet its statutory obligation to provide a school place for every child that requires one.

Where possible existing schools should be expanded within their existing site or via the addition of an adjoining area of land. If this is not possible, expansion and relocation of an existing school may be considered. If this is not possible, new schools will be required on new sites.

The Council will retain a degree of flexibility when considering the expansion of existing schools to take account of future trends and the possible need to accommodate additional pupils generated by increased birth rates and not exclusively generated by new housing developments.

There must be a degree of flexibility within each school place planning area – not all schools should be 100% full – to allow for natural annual variations in intakes, families moving house etc.

All schools, including new and expanded schools are encouraged to be run in accordance with the Council's aspiration that schools are 'community hubs' in order to achieve:

- Schools that work within the local community and actively encourage those nearby to attend.
- School buildings that feature a range of services, all of which serve the wider community. Examples include healthcare; early years provision; advice and information services and youth provision.
- School buildings that are used to their maximum capacity, such as during evenings, at weekends, and during all school holidays e.g. through holiday clubs.

Educational Criteria

1. New school places will need to be provided where there is projected to be insufficient available surplus capacity in surrounding schools within a reasonable distance of a new housing development or area of underlying population growth (walking distance – 0.5 of a mile approximately in urban and suburban areas for primary school places and 1.25 miles for secondary school places) to accommodate pupils generated. Local school places should be provided to promote community cohesion and reduce length of journey from home to school, enabling pupils to walk to school thus helping to promote healthy lifestyles and reducing carbon emissions as journeys by car are rendered unnecessary.

2. Where possible existing schools should be expanded. Expansion should be on a single site and not serve to create a split site school. If expansion cannot be within the existing site then expansion via the addition of an adjoining area of land will be considered. If this is not possible, expansion and relocation of an existing school may be considered providing this can be achieved without any negative impact on the local community served by the school in its current location. If this is not possible, new schools will be required on new sites.
3. If an existing school is to be expanded it should have good educational standards with an OFSTED rating of Outstanding or Good.
4. If an existing school is to be expanded it should be popular with parents and be admitting pupils at or near its Planned Admission Number.
5. When considering the expansion of existing schools or the provision of new schools, preference will be given to those schools which use universal admissions criteria, in order to facilitate access to the local school.
6. When considering the expansion of existing schools or the provision of new schools, the balance of denominational (church) versus non-denominational places within a school place planning area will be taken into consideration.
7. Where it is identified that existing local schools cannot be expanded then a new school will be required.
8. New primary schools will be expected to be all through schools (ages 4-11). New secondary schools will be expected to be secondary schools with a sixth form (ages 11-18).
9. New primary schools would be a minimum size of 210 places. New secondary schools would be a minimum size of 600 places in Years 7 – 11

Conclusion

Beyond the latest 2012 - 2013 births and resident population data provided by the Health Service, we cannot predict exactly what will happen to the child population in Bath and North East Somerset. Numbers could level off, fall dramatically or gradually or continue to rise steeply or gradually and therefore it is difficult to forecast precisely how many school places will be required beyond admissions into Reception in 2017 and into Year 7 in 2024.

It is also difficult to predict exactly when pupils expected to be generated by new housing developments will appear as this depends on when building work commences, how quickly it progresses, the final number and type of dwellings approved and how quickly the dwellings are occupied.

The Authority will continue to plan to ensure that a sufficient number of places are provided in the areas and within the timeframe required and delivered in the most cost effective way possible. However this will be challenging as capital funding streams in the form of Basic Need from the DfE and Developer Contributions from new housing developments are uncertain in the long term, both in terms of the actual sums involved and when the capital will

become available to the Council. The availability of sufficient land to build on is also an important factor that will need to be addressed.

Glossary

Academies

Publicly funded independent schools for pupils of all abilities that operate outside of Local Authority control with funding provided directly from central government. The Governing Body employs the staff and controls pupil admissions to the school.

Community Schools

State maintained schools which are wholly funded by the Local Authority. The Local Authority employs the staff and controls pupil admissions to the school.

Federated Schools

Two or more schools that agree to work together to raise standards. Leadership arrangements are shared by more than one school via an Executive Headteacher. A Hard Governance Federation is a statutory relationship in which the schools agree to have a single governing body, integrated service provision, integrated management and joint budgetary decisions. There are various 'softer' variations of such federations in which the joint working is less formalised but still collaborative. Federations often involve high performing schools supporting lower performing schools or are used as a way to improve the sustainability of small and rural schools.

Foundation Schools

State maintained schools where the Governing Body employs the staff and controls pupil admissions to the school.

Free Schools

Schools which are set up by groups of parents, teachers, charities, trusts, religious and voluntary groups. They are directly from central government and set up in the same way as academies.

Studio Schools

Studio Schools are small schools of around 300 all ability pupils aged 14-19 years. They teach the national curriculum through interdisciplinary, enterprise-themed projects and offer a range of academic and vocational qualifications. They have a very different style and ethos to most existing schools, with a much stronger emphasis on practical work and enterprise.

Trust Schools

Foundation schools that have acquired a charitable foundation (or trust) to support the school and enable it to work with external partners to bring expertise and wider knowledge to the school. Trust schools can be single schools or groups of schools - a shared trust - working within one overarching trust.

Voluntary Aided Schools

State maintained schools set up and owned by a voluntary body – usually a church body - but largely financed by the Local Authority. The Governing Body employs the staff and controls pupil admissions to the school.

Voluntary Controlled Schools

State maintained schools set up by a voluntary body – usually a church body and generally Church of England – and wholly funded by the Local Authority. The Local Authority employs the staff and controls pupil admissions to the school.

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Bath & North East Somerset Council		
MEETING/ DECISION MAKER:	<i>Early Years, Children and Youth Policy Development and Scrutiny Panel</i>	
MEETING/ DECISION DATE:	Monday, 27th January, 2014 4.30 pm	EXECUTIVE FORWARD PLAN REFERENCE:
TITLE:	Bath and North East Somerset Children and Young People's Plan (CYPP) 2014-2017	
WARD:	All	
AN OPEN PUBLIC ITEM		
List of attachments to this report:		
Draft Index CYPP and Outcomes Framework 2014-2017 (Appendix 1)		
Draft Pathway Document (Appendix 2)		

1 THE ISSUE

1.1 The Children Trust Board and Bath and North East Somerset Local Authority have jointly agreed to the development of a new CYPP 2014-2017. This plan will be a non-statutory plan document building on previous plans. It will clearly define the priorities which will directly influence the future commissioning intentions for the delivery of services. The new plan is aligned to the Health and Well Being Strategy 2013-18.

2 RECOMMENDATION

The Panel is asked to agree: -

2.1 Receive and note the draft CYPP

2.2 To discuss and comment, either collectively or individually on the draft plan

3 RESOURCE IMPLICATIONS (FINANCE, PROPERTY, PEOPLE)

3.1 There are no direct financial implications arising from this report. The service developments in the Children and Young People's Plan for 2014-17 will be funded from existing budgets. The next CYPP will need to be delivered against agreed priorities within existing budgets across the Children Trust Board

4 STATUTORY CONSIDERATIONS AND BASIS FOR PROPOSAL

4.1 Children's Trust Boards (CTB) are partnerships between local organisations that have a role in improving outcomes for children and young people.

4.2 Bath & North East Somerset Children's Trust Board was established in January 2008. In September 2010 the CTB agreed to continue as a non-statutory body, at which time it also reviewed its governance and membership. The CTB currently includes representatives of the local authority, independent chair of the LSCB, primary, secondary and college representation, health, police, the voluntary sector. It also includes the chairs of the delivery and strategy groups who are the leads on ensuring that services deliver on the commitments outlined in the CYPP.

5 THE REPORT

5.1 The priorities identified for the 2014-2017 Children and Young People Plan have been identified following:

- Children Trust Board Stakeholder event 2012 (review of year 1 of the CYPP 2011/2014)
- Analyses of the Joint Strategic Needs Assessment 2013 with particular focus on children and young people
- Joint Development session between the Children Trust Board and Health and Wellbeing Board in July 2013
- Feedback from the Pupils Parliaments events, which took place in June 2013. Summary document available on the B Active Website- link is: [Primary and Young Parliament 2013](#)
- Consultation with parents and carers in July and August 2013
- The Children Society consultations September 2013 (Report on what children and young people said about living in families with less money and Report on how children and young people responded to question "Who can you speak to if you are feeling stressed or anxious?")
- Feedback from needs analyses for a number of re-commissions(short-breaks for disabled children, participation, independent visitors)

5.2 The 3 key priorities that have been identified are: -

- **Children and Young People are Safe:** sub-priorities include: A Learning and Development Framework established across the children and young people's workforce ,Understanding risks and the range of appropriate interventions and supports available and Children with special circumstances
- **Children and Young People are Healthy:** to include physical and emotional health: sub-priorities include: Healthy weight: Emotional health and wellbeing and Reduced alcohol/substance misuse in young people.
- **Children and Young People have Equal Life Chances: sub-priorities include:** Improve educational attainment: Ensure Children and Young People's life chances are not adversely affected as a result of domestic violence ; Enabling children, young people, parents and carers to develop resilience and Ensuring services are integrated to support young people as they move through transitions

The next CYPP 2014/17 plan is: -

- Aligned with other strategies Health and Well Being, Department of Public Health, B&NES Core Strategy
- A strategic document that will inform Commissioners & Providers by clearly setting out our statutory duties and outline our commissioning intentions
- Reflective on its geographical delivery of services
- Focused on outcomes for the more vulnerable children but also outlines the Early Help Offer
- Clear on managing expectations, within available resources.
- To be made available as an accessible summary document for CYP, Parents & Carers on the Public Website

5.3 Timetable

1. Draft CYPP will also be presented to the Early Years, Children and Youth Policy and Scrutiny meeting on 27/01/2014
2. Draft CYPP plan will be presented to the H&WB Business Meeting on 29/01/2014.
3. Draft CYPP 2014-2017 to go out for an 1 month consultation in early Feb 2014
4. CYPP 2014-2017 will be signed off by the CTB in March 2014
5. Final CYPP 2014-2017 to be published by April 30th 2014

6 RATIONALE

- 6.1 Although the Children and Young People's Plan (CYPP) 2014-2017 is a non - statutory document, there would be a significant risk to the delivery of services and reputation of the Council if an effective CYPP was not put in place.

7 OTHER OPTIONS CONSIDERED

7.1 *None*

8 CONSULTATION

- 8.1 Consultation on the development of the vision, values and priorities 2014-2017 has taken place with the Children's Trust Board, Children and Young People in and out of school, parents and carers, the voluntary and community sector for the period June 24th- Aug 31st.
- 8.2 The final draft CYPP 2014-2017 will be put on the public website and further consultation towards the end of January 2014 for 1 month.

9 RISK MANAGEMENT

- 9.1 A risk assessment related to the issue and recommendations has been undertaken, in compliance with the Council's decision making risk management guidance.
- 9.2 There is a significant risk to the reputation of the Council, the Children Trust Board, the Sustainable Community Strategy and the Health and Wellbeing Strategy if the Children and Young People Plan key priorities are not delivered.

Contact person	<i>Mike Bowden,</i> <i>Deputy Director for Children & Young People - Strategy & Commissioning</i> <i>Mary Kearney-Knowles</i> <i>Senior Commissioning Manager, Specialist Services</i> <i>01225 394412</i>
Background papers	CYPP 2011-2014 http://www.bathnes.gov.uk/sites/default/files/sitedocuments/Children-and-Young-People/children_and_young_peoples_plan_2011-2014.pdf JSNA www.bathnes.gov.uk/jsna <i>Health and Wellbeing Strategy</i> http://www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/working-partnership/health-and-wellbeing-board

Please contact the report author if you need to access this report in an alternative format	

Draft Index for the Children and Young People's Plan CYPP 2014-2017

	Page:
1. Introduction	2
2. About the plan	3
3. How we work in B&NES	4
4. What we know about Children and Young People in Bath and North East Somerset	5
5. What service users told us was important- consultation on the priorities	6
6. Outcomes Framework	10
7. Performance Framework	16

1. Introduction for the CYPP 2014-2017

Definition

The Children and Young People's Plan (CYPP) 2014/17 is the commissioning and delivery plan to improve the health and wellbeing of children and young people across B&NES. It is based on evidence collected via the Joint Strategic Needs Assessment (JSNA) ; analyses of the impact of current services to deliver against priorities and agreed outcomes: the annual review of the CYPP 2011-2014 and comprehensive service user engagement in the development of the emerging priority areas in 2013.

Vision

The vision for children and young people in Bath and North East Somerset is that ***“All children and young people will enjoy childhood and be well prepared for adult life”***. We have retained the same vision statement as for the CYPP 2011/14 as it clearly captures our vision for our children and young people. It aims to further develop and support increased resilience in our children and young people as they move through adolescence into adulthood.

It has taken 12 months to develop this plan; it was jointly led by the Children Trust Board and the Local Authority with input from the Health and Wellbeing Board and the B&NES Clinical Commissioning Group. It has been closely aligned to the Health & Wellbeing Strategy to ensure coherent focus on children and young people needs.

It has been heavily influenced, as in previous earlier CYPP's by service users, children, young people and parents and carers. There was widespread engagement on the priorities and there will be an additional 1 month consultation on the draft plan across a wide range of stakeholders, to include the voluntary and community sector, schools and academies and children's health providers.

This plan has been developed in an ever changing economic and political environment. Many agencies budgets are under financial pressure; changing legislation e.g. SEND reform, Working Together 2013 and significant welfare reform - it aims to clearly identify how services in B&NES will increasingly be targeted to the most vulnerable and those not achieving their full potential. It highlights further areas to be developed over the period of the plan: to include a clear focus on early help, support for complex families and those in need of increased support and safeguarding. It does not detail all the work that all partners are doing to meet the needs of children and young people locally but rather to capture the key areas that need greater focus above and beyond everyday business as usual.

2. About the plan

The Children and Young People's Plan explains what the organizations represented on Bath and North East Somerset's Children's Trust Board will do to support children, young people and their families, to lead safe, healthy and successful lives. The plan outlines the Children's Trust Board priorities for the period 2014-17. An Outcomes Framework will sit beneath this plan which will highlight how services will be increasingly commissioned to deliver against these priorities. The CYPP will be reviewed on an annual basis

The CYPP 2014-2017 is closely aligned to the Joint Health & Well Being Strategy 2013-2018 for Bath and North East Somerset and will sit alongside it. The Health and Wellbeing Strategy is available on http://www.bathnes.gov.uk/sites/default/files/joint_health_wellbeing_strategy.pdf

The CYPP is structured around three key priorities, which were identified following consultation with Children and Young People and Parents and Carers.

Those 3 priorities are;-

- **Children and Young People are Safe**
- **Children and Young People are Healthy**
- **Children and Young People have Equal Life Chances**

We have worked hard to make sure that this plan truly reflects the complexity and range of work being undertaken to support the needs of children and young people in Bath and North East Somerset, as well as listening to the wishes and needs of families themselves.

3. How we work in B&NES

Bath and North East Somerset's Children's Trust Board is committed to working in the following ways to achieve the strategic outcomes/goals in this plan:

Safeguarding is everybody's responsibility

We will constantly keep the safeguarding of children first and foremost in our discussions and working practices. We have a duty of care to all our residents, especially the vulnerable, to keep them safe. Following on previous plans, we will be focusing on helping children, young people and families to promote resilience and to identify and safely manage risks.

Involving children and young people in our work

We will actively engage with children, young people and their families in order to develop and implement solutions that best meet their needs. We will ensure that their "voice" is central to service delivery. We will ensure wherever we are making changes to services that service users will be actively involved in the re-commissioning process. We have developed a Framework for Service User Engagement in the Commissioning Process, that details how service users will be involved (Appendix to be added to the final version of the plan) .We expect that all agencies/providers who deliver services will actively engage with children, young people and their families in monitoring how services will be delivered, changed re-commissioned. We expect the same standard to be applied for the de-commissioning of services.

Working in Partnership

We will continue to work together with all relevant agencies and service providers, to make sure that resources are joined up, deliver good value for money and clearly target the children and young people who most need them.

Improving the customer experience

We will take steps to improve the way in which professionals working on behalf of children and young people work together with parents and careers so that they fully understand and engage with the system.

Delivering better services, with less money

We will seek to ensure the best value for money, within limited resources so that children and young people still receive the level of support they, and their families need.

4. What we know about Children and Young People in Bath and North East Somerset

There are just over 36,000 Children and Young People aged 0-19 in Bath and North East Somerset's making up 23% of the total population of 176,000.* Males account for a slightly higher proportion of the younger population than females.

9.5% of school children, age 5-16 are from black or ethnic minority families. In England this amounts to 25.6% of children who are school age.

Despite the tough economic climate, and the fact that the South West has some of the lowest wages in the country households in Bath and North East Somerset remain relatively prosperous, and levels of child poverty remain relatively low. However, there are variations in different parts of the authority where household incomes have been increasing at a slower rate. There are also pockets of real deprivation, notably around the South East Bath area, parts of Keynsham and the Somer Valley.

Some groups of children and young people in Bath and North East Somerset are more vulnerable than others. Recent B&NES SHUE survey indicated that children on free school meals are not progressing as well as their peers.

The Department for Education estimates that nationally around 7% of children have a disability as defined by the Disability Discrimination Act (DDA). In Bath and North East Somerset, we have an estimated 2,228 children and young people between the ages of 0 and 19 who are disabled (Source: ONE, Care First, Early Years July 2013).

The council is also responsible for maintaining a list of children in the area who are at risk of continuing significant harm, and for whom there is a child protection plan. At 31 March 2013 there were 124 children subject to a child protection plan in Bath and North East Somerset; this equates to 36.4 children per 10,000 children.

5. What service users told us was important- consultation on the priorities

An extensive consultation took place between June and September 2013 to find out what was important for service users across Bath and North East Somerset.

What children and young people say

Over a hundred schools and youth groups (including minority and seldom heard young people) took part in the pupil parliaments which debated themes that young people had told us were of concern.

PRIMARY PARLIAMENT KEY POINTS

1 st	2 nd	3 rd	4 th
Who do we turn to if we are worried?	How to stay happy and healthy	Safe play	Families who have less money
Children get worried for all sorts of reasons and it is not always possible to tell. Schools should all have Worry-busters – people who care about you, who you trust and can turn to: dinner ladies, buddies, teaching assistants, care-workers, teachers, head-teacher, volunteers.	Ways schools can help children: Mind - offering trained buddies/mentors to support others, introducing schemes that promote tolerance. Body - opportunities to exercise, helping children to maintain a healthy diet. Space - everyone knowing what is available and where.	Children don't feel safe when they are bullied at playtime, when dinner-ladies don't hear two sides of the story; in parks where there are drunk people and dog poo. They feel safe when there are adults keeping an eye out for them and where there is organised play: brownies, play rangers and safe places to play in the street.	There is more stress in families who have less money. You feel different and left out and it is hard to be happy. More could be done to help families with less money by making services free or less expensive, having free clubs for children, cheaper bus fares, more activities for families that are free, helping adults to find jobs.

YOUNG PARLIAMENT KEY POINTS

1 st	2 nd	2 rd	4 th
Staying emotionally and physically well	Public transport in B&NES	Preparation for training and work	Safe places to hang out
<p><u>Healthy relationships:</u> Universal approach across all B&NES schools to promote healthy relationships through PSHE, combatting coercive relationships and peer pressure.</p> <p><u>Exam stress:</u> Growing pressure on young people to do well at exams resulting in stress: Suggestions: Mentors More free study time More understanding from teachers</p>	<p>Public transport is costly, inefficient and leaves some rural areas completely isolated. Ideally young people in full time education should travel free on buses. Failing this, bus companies should provide a youth bus pass at reduced cost.</p>	<p>Young people with disabilities face huge hurdles in trying to get a job from transport to communication issues.</p> <p>What more should we be doing to counter discrimination by raising awareness of disability issues and promoting good practice amongst potential employers?</p>	<p>Suggestions: more information about the good provision that exists – suggested a map with links to Facebook.</p> <p>Central hub with café for young people to hang out, get advice and support.</p> <p>Parks – young people would like to work with the Council to help fund-raise and volunteer to keep parks free from litter and vandalising. One named person from the Council could help to co-ordinate.</p>

Action:

The outcomes from the pupil parliaments are being addressed in the following ways:

- Working parties comprising children, young people and key adults to look at barriers to employment for disabled young people, transport and safe play.
- Training for primary and secondary schools in healthy relationships, supervision, and skills in supporting young people with emotional difficulties.
- All primary schools to receive the 'Little Tin of Big Worries' resource.
- All secondary schools to receive the 'Issues box'.

Parents and Carers

The consultation took place over summer 2013 with 153 parents and carers. There was a focus on 3 key questions and the following table reflects some of the parent and carer comments.

1 st	2 nd	3 rd
<p>Do you think your local area is a safe place for children and young people to grow up in?</p>	<p>As a parent or carer, are there issues that concern you?</p>	<p>Are you finding the challenges of family life more difficult than you were three years ago?</p>
<p><i>"I worry about the speed of which cars drive at, the litter around the parks. The parks swings being removed. Teenagers hang around as they have nothing to do which can be intimidating and as always concerns with drugs is an issue"</i></p> <p><i>"Yes I feel that my local area is safe for children and younger people to play in and socialize with other people but I also say no because of young people living in the local area are on drugs and alcohol."</i></p> <p><i>"I worry about activities within the local area for my son when he grows up. I feel that teenagers are often left without much to do"</i></p> <p><i>"There is not a great deal for older children to do in the village which leads to groups' hanging around"</i></p>	<p><i>"Prevalence of domestic violence in young people's relationships and disturbing way that boys can view girls ; lack of discussion about sex and relationships in schools; underage drinking"</i></p> <p><i>"They are so advanced on using computers & internet that they can see things they shouldn't if even when searching for something that is safe, often porn adverts come up when they shouldn't"</i></p> <p><i>"This Children's Centre has really helped me and my children without their support me and my children would not be here today"</i></p> <p><i>"Cuts to early child support services will leave us with a generation who don't know how to interact"</i></p>	<p><i>"The cost of living is very difficult to manage - We are on a very low income and find it very difficult giving our children the same opportunities as better off families"</i></p> <p><i>"3 children including 1 with Downs. Having to mostly travel out of area to access activities which means the cost goes up."</i></p> <p><i>"budgeting on a low income"</i></p> <p><i>"Cost of living has risen but not the salaries. Very difficult for young families with rent or mortgages to pay"</i></p> <p><i>" I have another child now and have not been earning much money for a few years now. I rely on the services offered for support and social interaction"</i></p> <p><i>"Money, poverty, cost of living".</i></p> <p><i>"Finance is always an issue and it seems to get more difficult."</i></p>

	<i>"I think young people need to be more aware of careers advice where to go and somehow the 'stigma' of having counselling for young people needs to be faded out".</i>	
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The comments highlight some of the key concerns about the reduction to services, e safety, Child Sexual Exploitation and emotional health and wellbeing of CYP.

These themes, and the actions to address are detailed in the Outcomes Framework of the plan.

The plan also incorporated the feedback from a range of consultations that took place around the re-commission of a number of services in 2014 participation, independent visitor service for children in care: short-breaks for children and young people with disabilities and a position statement from the voluntary sector network commission, which is supported by B&NES Local Authority

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6. Outcomes Framework

We have sought to explain simply and clearly the key priorities for children and young people across B&NES, what services we will commission /deliver to address these priorities and how we will know if they are making a difference.

We have developed the Outcomes Framework to explain this simply: it identified the 3 key priority areas and the services that will deliver against them. (Attached as Appendix 1 but will be in the main body of the plan once completed.)

We have also used the “pathway life-stage model” to help explain how services are offered along the pathway/journey that a child and young person goes through akin to the stages of development from pre-birth to transition to adulthood. It specifically focuses on the “early help offer”, the support that children and young people can expect when additional support is required. (A draft Pathway document is attached as Appendix 2 for review and consideration)

Using the pathway approach, this will support commissioners to specify what part of the pathway services will be targeted at/accessible and will also help children, young people and families better understand what /where additional services are available across B&NES.

Children and Young People are Safe

The priorities identified in this section seek to strengthen the commitment to working in partnership with families, and to ensure that agencies can more accurately identify need at an earlier stage. The Children and Young Persons Plan recognizes the importance of early intervention, planning and collaboration between agencies and families.

This section outlines the importance of providing comprehensive training to staff in all agencies so that we have a workforce that has not just a solid grounding in key areas of Safeguarding practice, but is also able to remain updated on key emerging issues. The section also emphasizes the importance of intervention at the earliest and most appropriate level so that families can access support in order to prevent/minimize the escalation of concern. The dissemination of the new Threshold document will be crucial in assisting agencies in negotiating the most appropriate level of support for each family. Continued workshops to publicize this document, and the ability to link this training into the induction of new staff will be crucial in developing the culture of collaboration across professional organizations.

Finally, the section on Safeguarding also highlights the priority for agencies to address the emerging concern in regard to Child Sexual Exploitation and sets out the expectations of how the recently developed multi-agency Risk Management Panel has begun to discuss and plan for situations where risk-taking behaviors have been identified. There is a good level of support for this way of working from partners.

Children and Young People are Healthy

We want all children and young people to experience good emotional, mental and physical health but we will prioritize reducing health inequalities.

We need to ensure all children have a healthy start to life by promoting positive health choices from conception. We need to ensure that rates of breastfeeding and of immunizations remain above the national average, while those for infant mortality rates below.

We must provide them with support and information to enable them to make informed choices about their own lifestyle as they grow up. We must make sure that good habits are encouraged in childhood, that they develop coping strategies to improve resilience.

We want children and young people with chronic or acute health needs to be able to access appropriate, effective and high quality support, treatment and opportunities which will maximize their sense of well-being, long term health outcomes and future self-management of their health care.

Many decisions about children's health and their lifestyles are significantly influenced by their parents and carers and therefore we need to ensure that our approach involves families.

We want to make healthy choices the easiest choice for families and therefore we will support the development of healthy settings and provide appropriate facilities and promote use of open spaces

Why is this still a priority?

Our Joint Strategic needs assessment tells us that:

Healthy Weight of children has been identified as a national and local priority. In the 2011/12 school year, 26.1% of reception aged children and 26.8% of year 6 children attending schools in B&NES had an unhealthy weight (overweight or obese).

In the 2011/12 school year, 10.6% of reception and 14% of year six children in B&NES were classified as obese.

The B&NES rate in reception is significantly higher than the national rate of 22.6% but the year six rate is significantly lower than the national rate of 33.9%.

There is significant variation in rates of unhealthy weight between schools, with rates ranging from 4%-50% in reception and 12%-49% in year 6.

There is considerable geographical variation by ward of residence of children in levels of obesity and unhealthy weight for reception and year 6 children.

Keynsham (particularly Keynsham South) and Midsomer Norton/Radstock areas consistently have higher levels of unhealthy weight and obesity than other areas in B&NES.

The number of admissions for eating disorders in Bath and North East Somerset has increased although this may be due to changes in diagnosis rather than an actual increase in prevalence. Highest prevalence is in 16-24 year old girls.

Physical Activity is important for children to help prevent weight gain, to support good physical and psychological health in children. Recent research suggests that children's access to good play provision and outdoor space can contribute to this. The evidence tells us that children and young people should spend 1 hour per day physically active to benefit their health and that parents have a significant effect on young people's physical activity levels and therefore opportunities for family based activities would be beneficial.

Mental Wellbeing

Rates of mental health related outpatient attendances for children and adolescents in Bath and North East Somerset were above national and regional averages in 2009/10 and 2010/11.

Many mental illnesses are common and often start in childhood, it is estimated that 10% of children have a mental illness

Psychological Therapies in Bath and North East Somerset have seen a noticeable rise in referrals for service users aged 18-25.

Substance misuse particularly alcohol and drugs are of particular concern for the following reasons:

At 86 per 100,000, Bath and North East Somerset has the 4th highest rate of alcohol specific hospital admissions in under 18's out of the 37 South West local authorities. The peak age for female alcohol specific admissions (for conditions entirely caused by alcohol) is 15-19 years.

Estimates based on national figures suggest that 20% of local children aged 11-15 years drink on average 13 units weekly around 800 children (11-15 year olds) in Bath and North East Somerset are estimated to be drinking to get drunk every week (8% of the 11-15 population (2010 mid-year estimates)).

In 2009 data suggests that Bath and North East Somerset was worse than nationally and regionally with respect to the percentage of children who had reported they had been drunk one or more times in the last 4 weeks (20% BANES, 15% England).

Referrals to specialized drug and alcohol services for young people (under 18 years) in Bath and North East Somerset are currently at a rate of 5-6 per month for primary alcohol misusers (around 15 referrals a month are for children abusing alcohol with other drugs).

Bath and North East Somerset plays host to 20,000 students in its higher and further education institutes and the vast majority of these fall within the 18-24 year age group: at high risk from both hazardous drinking and alcohol-related crime

3-17 year olds from the most deprived areas of Bath and North East Somerset are three times (significantly) more likely to be admitted to hospital with an alcohol specific condition and around 800 of them drink to get drunk weekly .

Smoking rates amongst young people in B&NES is more positive but efforts to prevent young people from starting smoking need to be maintained.

Secondary School surveys suggest that fewer children in years 8 and 10 have ever smoked in Bath and North East Somerset compared with the national average. However, the surveys also indicate that the percentage of occasional/regular smokers is in line with national average.

Of the regular smokers that responded to the Secondary School surveys, 45% would stated that they would like to quit. 1/3 of pupils said that at least 1 person in their household smokes indoors

The SHEU Primary School survey indicated that 86% think they will not smoke when they are older, while 13% said they think they may smoke

Other Issues still need to be addressed and work will continue to maintain the current good performance locally.

Overall **vaccination rates** for childhood vaccinations in B&NES are better than regional and national rates. However, for some measures we are lower and the areas for improvement include:

- % of girls aged 12-13 who have HPV vaccine
- % of at risk individuals aged from 6 months to 65 years who have received a flu vaccine.
- % of 5 year olds who have had 2 completed doses of MMR vaccine

Breastfeeding rates for B&NES are very good but there are clear inequalities between rates for geographical areas and for young parents. Geographical variations in oral health are also apparent.

B&NES continues to have the **lowest teenage pregnancy rate** in the South West region and young people have good access to sexual health services.

Teenage conception rates in B&NES are 16.2 per 1,000 15-17 year old females, significantly lower than national (33 per 1,000) and regional (28 per 1,000) rates. In B&NES there has been a 44% reduction since the 1998 baseline.

Of these conceptions 59.2% led to abortion, this is higher than the previous year and higher than both regional (47.9%) and national (49.3%) figures. However a high percentage of all abortions are carried out between 3-9 weeks (81%), which suggests good early access to abortion services.

Chlamydia testing is lower than recommended levels, however this may relate to the high student population, who may receive testing at their home GP. 25 % of 15 – 24 yr olds have been screened

Children and Young People have Equal Life Chances

Over the life of this plan, there will be some key developments that will help to shape services and develop opportunities for Children and Young People, and in particular those in greatest need.

The Early Help Strategy will inform the way that services will be commissioned to best support families who do not require a social worker, but still need extra help in order to meet their needs and the needs of their children. We want to strengthen our approach to early intervention, and build on work with partners to further support the use of the CAF/Early Help Offer and embed this across all commissioned early help services. This will allow us to identify and tackle problems earlier and better meet the needs of children and young people.

Through better targeted use of the Pupil Premium and using the data we have available to us, Schools will continue to narrow the attainment and outcomes gap between pupils.

Over the course of this plan, we will evaluate and share the learning from the Connecting Families programme, by the Connecting Families team and commissioned voluntary sector partners to pilot new models and ways of working to support those families who have a range of complex needs.

We will continue to offer support to Young People involved in youth crime or who are at risk of offending

In addition we will continue to build on the range of positive opportunities we have for involving children and young people in participation and engagement opportunities.

We will continue to promote resilience and support children and young people to access the range of supports available around positive emotional health and wellbeing.

6.1. Workforce Development and Support

Bath & North East Somerset values the people and organisations that will help to deliver improved outcomes for children and young people. The CYPP places a high priority on the leadership, training and support of the workforce that will be critical to delivering against the CYPP objectives and to this end the council and its partners are committed to:

- providing learning opportunities designed to equip the children's workforce to undertake their roles safely and competently;
- enabling the development of new skills, knowledge and experiences that ensure a current and future workforce that is fit for purpose; and,
- developing the skills and confidence of the workforce in the use of tools that promote common values, shared principles and integrated working practices to improve outcomes for children, young people and their families.

To achieve this vision, all commissioned or provider services for children and young people in Bath and North East Somerset, will be required, through a commissioning framework or a service level agreement, to commit to supporting and improving the skills, experience and qualifications of their staff. A Workforce Development Strategy Group comprised of representatives from all sectors will identify and support the key areas of workforce development for 2014-2017 through a Workforce Development Action Plan

The plan will support the provision of core training offer that provides the children's workforce with a range of learning opportunities to promote:

- The common core of skills and knowledge
- Integrated working and the principles of early help;
- A common understanding of children's and young people's mental and physical health issues; and,
- Effective and timely safeguarding and child protection practice.

7. Performance Framework - Management and Governance

Bath and North East Somerset's Children's Trust Board brings together all services working for children and young people in order to focus on improving outcomes for all children and young people.

Key members of the Board are:

- Bath and North East Somerset Council
- Local Safeguarding Children's Board
- Strategic Transitions Board
- Public Health
- Health providers
- Avon and Somerset Police
- Voluntary sector
- Head teacher reps
- Focus Groups of Children and Young people, who give presentations to the board on specific issues.

Representatives from all these organizations make up the Children's Trust Board which will keep a strategic oversight of the plan. The Children's Trust Board will monitor progress of the plan against a combination of the success measures detailed in the outcomes framework and progress reports submitted to the Board at its quarterly meetings.

OUTCOMES FRAMEWORK TEMPLATE (Jan V3 DRAFT)

**Children and Young People Plan 2014/2017
Vision Statement :**

“We want all Children and Young people to enjoy childhood and be well prepared for adult life”

Joint Health & Wellbeing Strategy 2014 : Theme 1 ; Helping people to stay healthy

Priorities;

- Helping children to be a healthy weight
- Improved support for families with complex needs
- Reduced rates of alcohol misuse
- Create healthy and sustainable places

Child and Young People's Plan 2014-2017	Outcomes	Strategies/Policies/ Action Plans	Key deliverables/actions	Performance Measure	Baseline	Target		
						2014/ 2015	2015/ 2016	2016/ 2017
Theme 1: Children and Young People are Safe								
Priorities 1.a Learning and Development framework established across the children and young people's workforce	Workforce are skilled to meet the needs of children and young people from early help thought to statutory social care Programme of multi-agency safeguarding training in place, supplemented by introduction of reflective practice workshops Increased awareness of child protection issues	LSCB Annual Report and Work Programme Early Help offer Suicide Prevention Strategy Child Sexual Exploitation	Development of a comprehensive training and development programme, which identifies key training for all professionals, Disseminate Serious Case Review report and related action plans. and any other local Management review	That all staff in LSCB agencies are able to access the relevant training All relevant SCR action plans are completed	Section 11 Audits continue to challenge/measure the take up of interagency training			

			Increase in the uptake of the early offer assessment /Common Assessment Framework	More CAF/Team around the child activity	Audit group to ensure quality of CAF's continues to improve			
1.b Understanding the risks and the range of appropriate interventions and supports available.	<ul style="list-style-type: none"> Increased professional awareness of CSE, substance misuse, teenage pregnancy 	Risk Management panel will continue to meet on a regular basis	Multi agency plans that reduce the risk of CSE, substance misuse, teenage pregnancy and involvement in crime for 14-18 years olds	Reduction of CP Plans for 15/16 year olds Greater inter- agency co operation on risk reduction plans	Improved, more effective engagement with young people- leading to a managed reduction in the level of risk			
	<ul style="list-style-type: none"> Continued vigilance in regard to safeguarding 	Sustaining and improving communication between agencies of local national initiatives in relation to safeguarding	LSCB to ensure all agencies are updated/challenged to respond to local/national initiatives	All LSCB sub groups remain quorate and complete tasks and functions LSCB to ensure that learning from SCR's is embedded	Section 11 Audits reflect the commitment of agencies to the safeguarding agenda			
	<ul style="list-style-type: none"> Thresholds Guidance 	Continued work to focus on new LSCB' Threshold' Guidance	Training on 'Thresholds' will continue to be offered and will become a core part of induction for new staff.	Speedier response times to referrals.	Improved understanding of which agencies can best provide assistance and support. Decrease in disagreement/ conflict over planning and resource allocation.			

	<ul style="list-style-type: none"> Continued focus on improving 'Early Help' offer to families 	<p>'Connecting Families Team' will continue to work with identified families</p> <p>Continue to strengthen Duty team links with Youth service, Early Years Team and school Health service</p>	<p>Continued increase in number and quality of CAFs</p> <p>Reduction in no of CP plans and proportionate increase in C-I-N work</p>	<p>Rise of completed CAF's</p> <p>Reduction of CP Plans</p> <p>Rise in C-I-N activity</p>	<p>Measured and scrutinised through LSCB & SLA agreements</p>			
<p>1.c</p> <p>Children with special circumstances are safeguarded</p>	<ul style="list-style-type: none"> Children in care Children with disabilities Care leavers 	<p>All children & young people in these groups continue to be seen regularly by professionals in accordance with statutory requirements and are supported through transitions,</p>	<p>All professionals to ensure that contact with children and young people in these groups focuses on issues of well-being, safety and development in line with expectations</p>	<p>Visits are in accordance with statutory guidance & address issues which have been highlighted in plans for the child or young person</p>	<p>Audits of care recording & regular observations of practice by supervisors/line managers</p>			

Key to outcome measures **Population outcome (Public Health) - PO** **Local population outcome - LPO** **Service Outcome - SO**

Children and Young People Plan 2014/2017								
Vision Statement :								
"We want all Children and Young people to enjoy childhood and be well prepared for adult life"								
Joint Health & Wellbeing Strategy 2014 Theme2 : Improving the quality of people's lives								
Priorities:								
<ul style="list-style-type: none"> Improved support for people with long term health conditions Reduced rates of mental health 								
Child and Young People's Plan 2014-2017	Outcomes	Strategies/Policies/Action Plans	Key deliverables/ actions	Performance Measure	Baseline	Target		
						2014/2015	2015/2016	2016/2017
Theme 2: Children and young people are healthy								
Priorities								
2.a Healthy weight	<p>Increased participation in Physical activity and sport for all</p> <p>Increase in cycling for transport and leisure for all</p> <p>Children and young people maintain a healthy weight</p> <p>Parents/carers to help CYP achieve a healthy weight</p> <p>Reduction in obesogenic environments</p>	<p>Linked Strategies:</p> <ul style="list-style-type: none"> Shaping Up – Healthy Weight strategy Get Active – Physical Activity and Leisure strategy Transport plan Green infrastructure Food policy (under development) Core Strategy 	<p>Promoting physical activity</p> <ul style="list-style-type: none"> School sports partnership Access to leisure facilities and events Active Play/ play contracts 	<p>Bi-ennial SHEU survey</p> <p>% children who exercised last week to make you breathe faster and harder</p>				
				increase in no of CYP accessing active play				
				School Sport Partnership data				

				Utilisation of outdoor space for exercise and health				
			• Cycling infrastructure	SHEU - Number of children cycling to school Indicator for cycling infrastructure 'safe routes to school'				
			Cycling development Go by Bike	Number of children participating in Bike it				
			• Cycle training	Numbers of children successfully completing cycle training				
			• Wheels for all	Wheels for all activity data – numbers participating				
			• Sustains transitions	Number of school / pupils increasing sustainable travel to school				
			National Child Measurement programme	NCMP – Healthy weight in 4-5 yrs. and 10-11 yrs.				
			HENRY programme	Numbers of families completing let's get healthy with HENRY				
			Cook It - food and health service	Numbers of families participating in Cook it , What's for Tea				
			Health in pregnancy service (weight management)	Weight at time of booking and delivery				

			Healthy School meals provision	Uptake of school meals				
			Director of Public Health award / Food in educational settings	Number of settings with Healthy settings certificate Number of settings with healthy outcomes certificate				
2.b Emotional health and wellbeing	Improved emotional well-being and resilience for learning and life for children and young people across universal services (Tier1)	Emotional Health and well Being Strategy	Universal services : • School nurses • GP services	Emotional Wellbeing of Looked after children				
	Increased early identification and referral to other appropriate services	Director of Public Health Award	Targeted programmes : • Young carers • Children in Care	SHEU survey – CYP afraid to go to schools sometimes				
	Improved engagement of schools to develop a culture supporting emotional and mental health well-being		Support for settings / workforce to appropriately signposted /refer Children and young people to support services, in/out of schools	Number of workforce who have attended mental health awareness training				
Improved engagement of schools to develop a culture supporting emotional and mental health well-being			Support to participating schools to analyse SHEU data to develop actions and self-esteem interventions	Number of schools that include emotional wellbeing in DPH Award action plan Number of schools schools completing Learning to Lead Training				
Improved engagement of early years settings to develop a culture supporting emotional wellbeing and resilience for all				Pupil Parliaments 2014/5 to measure effectiveness of actions				

	Improved access to Tier 2 services		<p>Support to participating schools to analyse SHEU data to develop actions and self-esteem interventions</p> <p>Provision of supporting resources to schools All primary schools to receive 'a little tin of worries' resource for use across the primary age range</p> <p>All secondary schools to receive the Issues Box – a resource that highlights both concerns and achievements.</p> <p>Provision of Training for primary and secondary schools in healthy relationships, supervision, and skills in supporting young people with emotional difficulties</p>	<p>Number of schools that include emotional wellbeing in DPH Award action plans</p> <p>Number of schools completing Learning To Lead Training</p> <p>Pupil Parliaments 2014 to measure effectiveness of actions</p>				
			<p>Provision of training</p> <ul style="list-style-type: none"> Attachment awareness training rolled across all early years settings and schools 	<p>Number of early years settings and schools who complete the attachment support in schools</p>				

			<ul style="list-style-type: none"> HV training 	<p>Number of health visitors who have completed accelerated learning packages</p> <p>Number of schools completing the Learning to Lead model</p>				
			Provision of school nursing services	<p>Number of Children and Young People who consult with school nurses regarding emotional and mental health concerns.</p> <p>Breakdown of topic and no who are referred on</p>				
			Provision of targeted Tier 2 treatment	<p>Numbers successfully completing treatment services (Children and adults)</p>				
<p>2.c Reduced alcohol/ substance misuse</p>	<p>Staff are confident and competent to identify and refer Staff are confident and supported to deliver PSHE Children and young people are supported to minimize /stop alcohol /substance misuse Parents and carers are supported to minimize /stop alcohol /substance misuse And/ or supported to talk to young people about drugs and alcohol Reduction in children and Young People</p>	Alcohol harm reduction strategy	Workforce development in early identification and referral (depending on funding)	Numbers of staff trained (dependent on funding)				
		Tobacco control strategy						
			Support for schools to deliver substance misuse training	Number of staff trained in PSHE education				
			Support for children and young people experience or affected by alcohol/ misuse	Alcohol admissions under 18s				
				SHEU survey – number of children who have had an alcoholic drink in last 7 days				

smoking Reduction in exposure to second hand smoke				Number who have been offered drugs				
				Number of children completing treatment programmes				
		Support to parents/carers affected by alcohol/ Substance misuse <ul style="list-style-type: none"> • DHI family support • Training/ social marketing for parents and carers 		Number of families completing treatment programme				
		ASSIST smoking prevention programme		No 15 yr. year olds smoking prevalence				
				Number of schools completing ASSIST programme each year				
		Smoke free /environments/ play areas		Number of smoke free play areas /environments				

Children and Young People Plan 2014/2017

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Joint Health & Wellbeing Strategy 2014 Theme 3 : Creating Fairer Life Chances

Priorities

- Improve skills, education and employment
- Reduce the health consequences of domestic abuse

Improve the resilience of people and communities including action on loneliness

Child and Young People's Plan 2014-2017	Outcomes	Strategies/Policies/ Action Plans	Key deliverables/actions	Performance Measure	Baseline	Target		
						2014/ 2015	2015/ 2016	2016/ 2017
Theme 3: Children and Young People have Equal Life Chances								
3.a Improve educational attainment.	Children and Young people do well at all levels of learning and have the skills for life. Those in receipt of Pupil Premium, those achieving lower grades than their peers and other vulnerable groups will have improved outcomes in terms of health and wellbeing as well as academic achievement. Data will show that the gap is narrowing.	SHEU data Pupil Premium School Improvement Plan	Development of new Children's Centre specification with local targets and strategies to address specific issues of inequality Early Years Foundation Stage team working with early years settings on the early identification of needs, target groups, effective interventions and the monitoring of outcomes. Development of an integrated approach to school improvement which: -support and challenges schools through the Pupil Premium Steering	% of Children achieving a good level of development the end of the EYFS in each target group at risk of poor outcomes. Better attainment and achievement at pre-school and school – narrowing the gap % reduction in attainment gap between children in bottom 20% and the rest. Raise on line-data SHUE survey No. of schools involved in the DPH award				

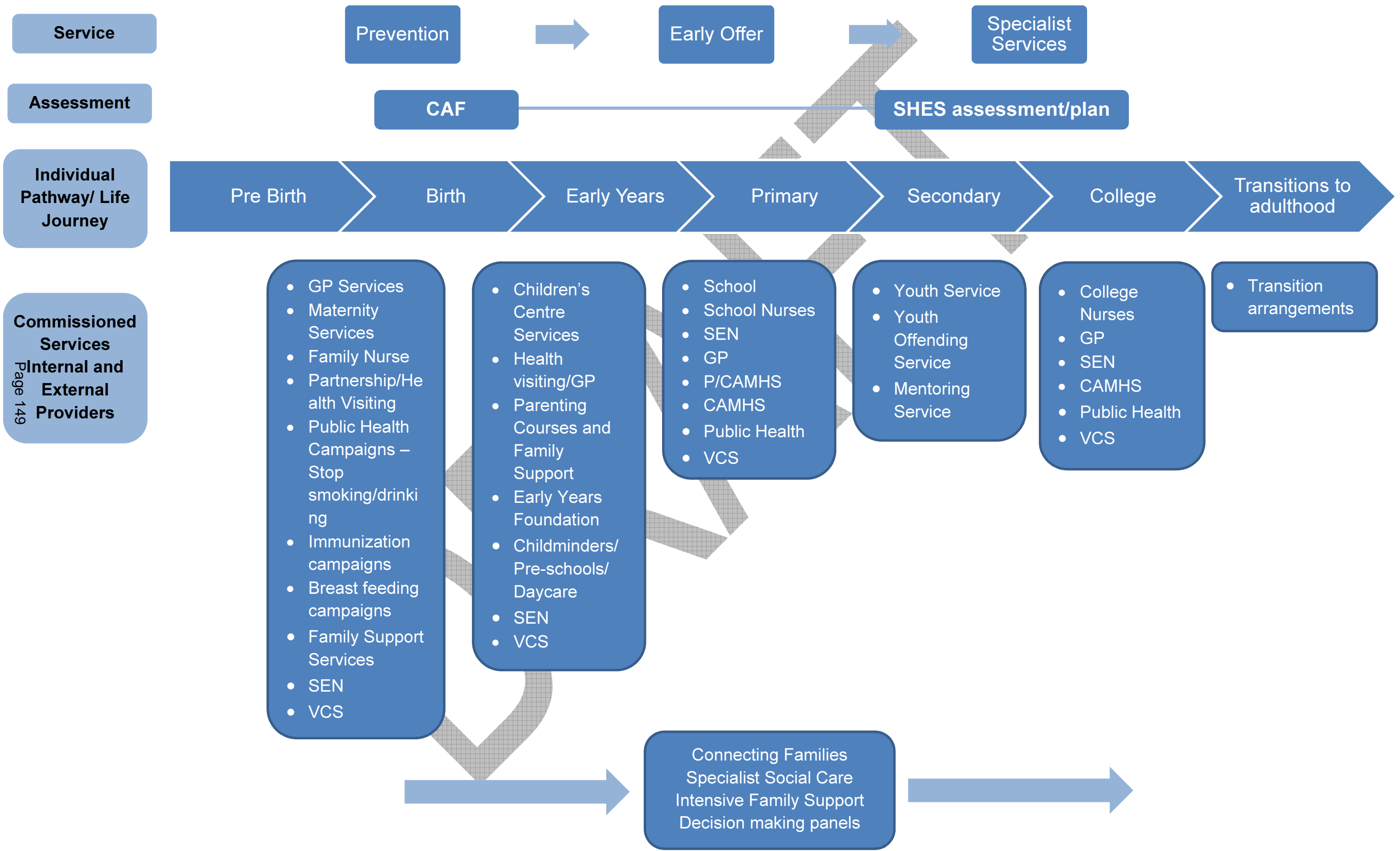
			<p>Group; - explores action research and good practice</p> <ul style="list-style-type: none"> -engages partners -hears the voice of children and young people -working with parents and carers 	<p>School tracking systems</p> <p>No of children in receipt of Pupil Premium involved in participation</p> <p>% gaining 5 good GCSEs including Maths and English</p> <p>Performance of children in care</p>				
	All school children attending and enjoying school		<p>Continue to improve primary school attendance by working in partnership with all schools to address the causes of exclusions and poor attendance.</p>	<p>School attendance / Exclusion rates</p> <p>National and local analysis (SIMS) and ONE locally.</p> <p>New Specification in place</p>				
	Children and young people are supported to learn where there are additional and complex needs		<p>Develop new specification for children educated in hospital.</p> <p>Development of a nurture and behavioural support strategy and model for B&NES.</p> <p>Continue to deliver nurture awareness training</p> <p>Commission pilot for nurture outreach service</p>	<p>New specification in place April 2014</p> <p>New strategy in place</p> <p>% of Nurture Aware primary schools</p> <p>% of children with additional needs supported in mainstream education in infant/primary settings</p>	<p>April 2014</p> <p>Sept/March 14/15</p> <p>100%</p> <p>New contract for nurture outreach pilot</p>			

			Further development of the Fair Access protocol by the Attendance and Behaviour Panels Improve the awareness of employers and training-providers of the skills, ability and qualities of disabled young people.	% of children placed/receiving managed move into mainstream school following identification of need at panel within 5 days Feed back	100%			
3.b Ensure children and young people's life chances are not adversely affected as a result of domestic abuse	Prevention Commissioned Services Children are safe and feel safe	Domestic Abuse Strategy LSCB Strategy and Business Plan	That all agencies identify and respond appropriately to domestic violence concerns	Development of an action plan responding to domestic abuse Develop a standard for commissioned services	September 2014			
3.c Enabling Children, Young People. Parents and Carers to develop resilience	Children and Young People are resilient Parents are confident and able to support and meet the needs of their children	Early Help Children's Centre's Connecting Families Commissioned Specialist Family Support Parenting Programmes Local community play services and family inclusion work. Commissioned mental health services	Develop the strategy and model for Early Help Develop new model of practice which provides intensive support for up to 50 families with complex needs. Test out approach of engaging and working intensively with those families Re model Children's Play service, Centre Services to focus on those in most need of support	April 2015	215 families moved through the Connecting Families programme with measurable positive outcomes by May 2015	Sept 2014		

<p>3.d Ensuring services are integrated to support young people as they move through transitions</p>	<p>Young people experience a seamless transition in adult services where on-going support is required.</p> <p>Safeguarding Learning Difficulties and Disabilities/SEND Connecting Families Mental Health EET</p>		<p>Develop an integrated approach which includes transitional planning into SEND reform work where children have special educational needs and disabilities.</p> <p>Aligning the specification between CYP and Adults services to ensure good transition arrangements.</p> <p>Ensure that transitions protocols are in place between all partner agencies and that they are monitored and reviewed with particular regard to Safeguarding, LDD, SEND and EET</p>	<p>Integrated plans covering transitions to adulthood in place.</p> <p>Monitored through Transitions Board /LSCB</p>	<p>Some arrangements are in place but not yet fully embedded across all key areas</p>			
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CYPP 2014 – 2017 Pathway - DRAFT



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EARLY YEARS, CHILDREN AND YOUTH PDS FORWARD PLAN

This Forward Plan lists all the items coming to the Panel over the next few months.

Inevitably, some of the published information may change; Government guidance recognises that the plan is a best assessment, at the time of publication, of anticipated decision making. The online Forward Plan is updated regularly and can be seen on the Council's website at:

<http://democracy.bathnes.gov.uk/mgPlansHome.aspx?bcr=1>

The Forward Plan demonstrates the Council's commitment to openness and participation in decision making. It assists the Panel in planning their input to policy formulation and development, and in reviewing the work of the Cabinet.

Should you wish to make representations, please contact the report author or Mark Dumford, Democratic Services (01225 394458). A formal agenda will be issued 5 clear working days before the meeting.

Agenda papers can be inspected on the Council's website and at the Guildhall (Bath), Hollies (Midsomer Norton), Riverside (Keynsham) and at Bath Central, Keynsham and Midsomer Norton public libraries.

Early Years, Children and Youth PDS Forward Plan

Bath & North East Somerset Council

Anticipated business at future Panel meetings

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
EARLY YEARS, CHILDREN & YOUTH POLICY DEVELOPMENT AND SCRUTINY PANEL - 27TH JANUARY 2014				
14 Oct 2013	EYCY PDS		Sara Willis	
13 Nov 2013	Cabinet		Jane Williams	
25 Nov 2013	EYCY PDS			
4 Dec 2013	Cabinet			
27 Jan 2014	EYCY PDS	Re-structuring of the Early Years, Children's Centre and Early Help (0 - 11 years) Services 2014 - 2016	Deborah Forward Tel: 01225 395023	Ashley Ayre
12 Feb 2014	Cabinet			
E2593			Tel: 01225 395305	
27 Jan 2014	EYCY PDS	Children's Service Social Care Complaints Annual Report 2012 - 2013	Sarah Watts Tel: 01225 477931	Ashley Ayre
27 Jan 2014	EYCY PDS	Schools Organisation Plan	Helen Hoynes Tel: 01225 395169	Ashley Ayre

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
27 Jan 2014	EYCY PDS	Children & Young Persons Plan	Mary Kearney-Knowles	Ashley Ayre
29 Jan 2014	HWB		Mike Bowden Tel: 01225 394412	
27 Jan 2014	EYCY PDS	Commissioning Plans	Mary Kearney-Knowles Tel: 01225 394412	Ashley Ayre
EARLY YEARS, CHILDREN & YOUTH POLICY DEVELOPMENT AND SCRUTINY PANEL - 24TH MARCH 2014				
24 Mar 2014	EYCY PDS	The Role of the Children's Services and Director of Children's Services Assurance Test	Ashley Ayre Tel: 01225 394200	Ashley Ayre
24 Mar 2014	EYCY PDS	School Meals Services		Ashley Ayre
24 Mar 2014	EYCY PDS	Local Safeguarding Children's Board Report (2013 / 14) & Work Programme (2014 / 15)	Stephen Mason Tel: 01225 396974	Ashley Ayre

Ref Date	Decision Maker/s	Title	Report Author Contact	Strategic Director Lead
Before 14 Feb 2014	Cllr David Dixon, Cllr Dine Romero, Cllr Simon Allen	Policy Development & Scrutiny recommendations - Alcohol Harm Reduction Strategy	Emma Bagley, Councillor Vic Pritchard Tel: 01225 396410,	Ashley Ayre
13 Mar 2014	ECD PDS			
21 Mar 2014	Wellbeing PDS			
24 Mar 2014	EYCY PDS			
FUTURE ITEMS				
29 Jan 2014	HWB	Special Educational Needs Reform	Charlie Moat Tel: 01225 477914	Ashley Ayre
Not before 19th May 2014	EYCY PDS			
The Forward Plan is administered by DEMOCRATIC SERVICES : Mark Durnford 01225 394458 Democratic_Services@bathnes.gov.uk				