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Ask for: Emma West  
Date: 08 January 2019

Dear Member,

**CHILDREN'S, YOUNG PEOPLE AND EDUCATION CABINET COMMITTEE - FRIDAY, 11 JANUARY 2019**

I am now able to enclose, for consideration at the Children's, Young People and Education Cabinet Committee meeting on Friday, 11 January 2019, the following reports that were unavailable when the agenda was printed.

**Agenda Item No:**

- 6                    **18/00069 – Proposed Coordinated Schemes for Primary and Secondary Schools in Kent and Admission Arrangements for Infant, Junior and Primary and Secondary Community and Voluntary Controlled Schools 2020/21 (PROD document) (Pages 3 - 4)**

To receive a report which considers the outcome of the consultations on the proposed admissions arrangements for infant, junior and primary and secondary community and voluntary controlled schools and the proposed scheme for transfer to infant, primary, junior and secondary schools in September 2020 including the proposed process for non-coordinated In-Year Admissions.

- 7                    **18/00071 - Children and Young People's Mental Health Services, funded by Kent County Council (Report and PROD document) (Pages 5 - 12)**

To receive a report which considers the three options that were discussed at the previous Children's, Young People and Education Cabinet Committee meeting in November 2018, regarding the contract management arrangements for Children and Young People's Mental Health Services (CYPMHS).

14                    **School Expansions/Alterations (Reports, PRODs and Appendices)  
(Pages 13 - 52)**

School Expansions and Alterations (Decision Numbers: 18/00070, 19/00003 and 19/00009):

- 18/00070 - Proposal to permanently expand Speldhurst Church of England Primary School, Langton Road, Speldhurst, Tunbridge Wells, Kent, TN3 0NP, from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Reception Year places from September 2020
- 19/00003 - Provision of additional accommodation at Finberry Primary Academy
- 19/00009 - Proposal to change the age range of Bysing Wood Primary School, Faversham, from 4-11 years to 2-11 years

15                    **19/00007 - 0-19 (and up to 25) Non-Statutory Children's Services District  
Governance Structures (Report, PROD and Appendices) (Pages 53 - 64)**

To receive a report which sets out the revised proposals, based on the feedback from Chairs and partners of the existing groups, for the Children's, Young People and Education Cabinet Committee to consider.

Yours sincerely,



Benjamin Watts  
General Counsel

## KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

**DECISION TO BE TAKEN BY:**

**Roger Gough, Cabinet Member for Children, Young People and Education**

**DECISION NO:**

**18/00069**

Unrestricted

Key decision: Yes

**Subject:** Proposed coordinated schemes for primary and secondary schools in Kent and admission arrangements for infant, junior and primary and secondary community and voluntary controlled schools 2020/21

**Decision:**

As Cabinet Member for Children, Young People and Education, I propose to determine:

- a) The Coordinated Primary Admissions Scheme 2020/21 incorporating the In-Year admissions process as detailed in Appendix 2A
- b) The Co-ordinated Secondary Admissions Scheme 2020/21 incorporating the In-Year admissions process as detailed in Appendix 2B
- c) The oversubscription criteria relating to Community and Voluntary Controlled Infant, Junior and Primary Schools in Kent 2020/21 as detailed in Appendix 2C (1)
- d) The oversubscription criteria relating to Community and Voluntary Controlled Secondary Schools in Kent 2020/21 as detailed in Appendix 2D (1)
- e) The Published Admissions Number for Community and Voluntary Controlled Infant, Junior and Primary Schools 2020/21 as set out in Appendix 2C (2)
- f) The Published Admissions Number for Community and Voluntary Controlled Secondary Schools 2020/21 as set out in Appendix 2D (2)
- g) The relevant statutory consultation areas for Kent Infant, Junior and Primary Schools 2020/21 as detailed in Appendix 2C (3) and the relevant statutory consultation areas for Kent Secondary Schools 2020/21 as set out in Appendix 2D (3)

**Reason(s) for decision:**

The Local Authority (LA), as the admissions authority for Community and Voluntary Controlled schools, is required to determine its admission arrangements for these schools by 28 February each year.

The Education Act 2002 includes a duty on each LA, to formulate a scheme to co-ordinate admission arrangements for all maintained schools in its area and to take action to secure the agreement to the scheme by all admission authorities. CYPE Cabinet Committee is requested to comment and inform the forthcoming Cabinet Member decision to agree the Co-ordinated scheme for Admissions to Infant, Junior and Primary and Secondary schools in Kent for 2020/21 and determine the proposed admission arrangements for Community and Voluntary Controlled schools.

All admission arrangements identified in this document are outside the arrangements for pupils with Education, Health and Care Plans (EHCP).

KCC has consulted the Headteachers and Governors of all Kent Infant, Junior, Primary and Secondary schools; the neighbouring LAs and diocesan bodies on its scheme proposals to co-ordinate admissions to

all Kent Infant, Junior, Primary and Secondary schools in September 2020. Admissions authorities have been advised that non-response to the consultation, constitutes full acceptance to the proposals.

KCC has consulted with Parents of children age 2 to 18, admission authorities, school governing bodies, school staff members, neighbouring LAs, faith organisations associated with schools and any other interested party that wished to respond on its proposed admission arrangements for Infant, Junior and Primary and Secondary Community and Voluntary Controlled schools.

**Equality Implications**

A full Equalities Impact Assessment was carried out as part of this process

**Legal Implications**

The Education Act 2002 includes a duty on each LA, to formulate a scheme to co-ordinate admission arrangements for all maintained schools in its area and to take action to secure the agreement to the scheme by all admission authorities

**Cabinet Committee recommendations and other consultation:**

To be added after the Children’s, Young People and Education Cabinet Committee meeting

**Any alternatives considered and rejected:**

The LA consultation for the admission scheme ran from 2 November 2018 until 14 December 2018 and considered the following aspects:

- a) The Primary Co-ordinated Admission Scheme including the In-Year admissions process for 2020/21;
- b) The Secondary Co-ordinated Admission Scheme including the In-Year admissions process for 2020/21

The outcome of this consultation will be reported to CYPE Cabinet Committee on 11 January 2019.

**Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:** None

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**signed**

.....

**date**

**From:** Roger Gough, Cabinet Member for Children, Young People and Education

**From:** Matt Dunkley, CBE, Corporate Director of Children, Young People and Education

**To:** Children's, Young People and Education (CYPE) Cabinet Committee – 11<sup>th</sup> January 2019

**Decision No:** 18/00071

**Subject:** Children and Young People's Mental Health Services, funded by Kent County Council

**Classification:** Unrestricted

**Past Pathway of Paper:** CYPE Cabinet Committee, 29<sup>th</sup> November 2018

**Future Pathway of Paper:** N/A

**Electoral Division:** All

**Summary:**

This paper follows the discussion at CYPE Cabinet Committee in November 2018, during which an options paper was discussed regarding the contract management arrangements for Children and Young People's Mental Health Services (CYPMHS). These services are delivered by the North East London NHS Foundation Trust (NELFT) and KCC invests £2.65m annually into an NHS contract for the delivery of specific services including Early Help and services for Looked After Children.

The paper presented to the Committee in November highlighted that the existing commissioning arrangements were unsatisfactory and that the service had under-performed in the first twelve months of the contract. This paper builds on the initial recommendations presented at the November meeting and takes account of the comments and feedback at that committee meeting, the subsequent member briefing and consultation with NHS commissioners and NELFT.

To meet the identified objectives, it is proposed that the contract monitoring arrangements change in relation to the KCC investment into this contract, but that KCC continues to work in a collaborative partnership with the NHS to ensure a whole system service for children and young people across Kent.

**Recommendation(s):**

As Cabinet Member for Children, Young People and Education, I propose to:

- a) End the existing Section 76 agreement and establish a new agreement which reflects KCC as the commissioning lead for the KCC elements of the service.
- b) Delegate authority to the Corporate Director for CYPE to take necessary

actions, including but not limited to entering into legal agreements, required to implement the above.

## **1. Introduction**

- 1.1 KCC invests £2.65m per year into the mental health service contract for children and young people in Kent which is delivered by North East London NHS Foundation Trust (NELFT). This funding is pooled with the wider NHS funding and the service is commissioned by the NHS locally. This is a partnership arrangement between KCC and the local NHS organised via a Section 76 agreement - a funding mechanism that enables Local Authorities to invest into an NHS contract.
- 1.2 At CYPE Cabinet Committee on 29<sup>th</sup> November 2018, Members discussed the contract monitoring arrangements for the KCC investment into this contract and the challenges with delivery of the contract. Further to this discussion, a follow up Member Briefing took place on 3<sup>rd</sup> January 2019 and work has been undertaken with NHS commissioner colleagues and NELFT on the options available.
- 1.3 This paper recommends a change to the commissioning arrangements for this contract (in relation to the part of the service which KCC funds) to address the objectives highlighted at the last committee and the member briefing.

## **2. Background**

- 2.1 The service model for mental health support for children and young people in Kent was developed and procured based on feedback from children and young people, consultation with partners and in line with the government strategy "Future in Mind". KCC agreed in 2017 to invest £2.65m per year into a new contract for an integrated service via the Section 76 funding mechanism. The integrated service was agreed through both KCC and NHS governance and the procurement was undertaken as a collaborative process.
- 2.2 The new model has delivered a significant increase in universal provision and a new clinical model has been designed and implemented. However, there have been several challenges in delivery of the parts of the model funded by KCC. These challenges included significant underperformance in relation to numbers of young people receiving a service through the Early Help pathway, a change in the structure of the workforce to that planned, without sufficient sign off from the Local Authority, a lack of available performance data and a dispute in relation to payment for the contract.
- 2.3 A number of discussions took place with West Kent Clinical Commissioning Group (CCG) and representatives from the CCG and NELFT attended the Cabinet Committee in November. There is a collective agreement across KCC and West Kent CCG commissioners that the contracting arrangements to date have not provided appropriate monitoring and there has not been enough focus on the Early Help aspect of the service.

2.4 The debate at the committee in November and the member briefing in January 2019, along with the consultation, highlighted the need to urgently address these challenges and the underperformance. Feedback from Members and other stakeholders, highlight that any new arrangement to address these issues will need to deliver three key objectives:

- To provide more focused assurance of the value and effectiveness of KCC investment through the dedicated Early Help provision and enhanced support for Looked After Children within the mental health service provided by NELFT.
- To avoid fragmentation of the integrated model that has been mobilised in Kent during the last year and to sustain one point of access for children and young people
- To comply with relevant legal and contractual obligations and procurement legislation

2.5 It is important to note that the requirements of a Section 76 arrangement mean that KCC has to ensure that the contribution it makes to the contracts in place are delivering the expected outcomes that the Local Authority is responsible for. The National Health Service guidance on S76 (Conditions Relating to Payments by Local Authorities to NHS Bodies) states that *'Before making a payment under section 76, a local authority must be satisfied that the payment is likely to secure a more effective use of public funds than the deployment of an equivalent amount on the provision of local authority services'*.

2.6 A change in the contract monitoring approach will need to clearly focus on the following:

- Delivery of the outcomes intended for this investment as described in the service specification (see 2.7 below).
- The workforce deployed to meet the specification.
- Improved interface between the RIO information management system used by NELFT and the KCC management information system.
- Monitoring of young person's journey, outcomes and feedback.

2.7 The services that are specified for KCC investment include:

- Delivery of evidence-based interventions to support emotional wellbeing, recognising including Cognitive Behavioural Therapy, Systemic Family work and Counselling for children with the early help pathway.
- A single phone number, e-mail address and referral form for consistency and visibility.

- Screening to triage Children and Young People to the appropriate point in the service system.
- Real time information about the provision delivered.
- Consultation, supervision, support and training on mental health needs of a child/young person on both a regular and ad hoc basis to those working in multi-agency teams who support LAC, including Kent foster carers.
- Support specialist or 'contract' fostering placement schemes (for Kent LAC placed in Kent and Medway), to maintain and support the child/young person within a family placement and within area where possible and to achieve better outcomes for those children and young people.
- Treatment for children and young people and their families and carers to address the impact of sexual abuse who demonstrate mental ill health as a result. There is a particular focus on children and young people with an acute mental health condition that is disrupting the young person's/child's ability to attend school and a child/young person that has been discharged from tier 4.
- Work with children and young people attending Kent Health Needs Pupil Referral Units to provide intensive intervention through the Kent Health Needs Education Service. Placements are made with the specific aim of supporting the pupil returning to their mainstream school.

### **3. Options**

3.1 The options presented to CYPE Cabinet Committee in November 2018 included the following:

- Retain the Section 76 with West Kent CCG as the commissioning lead and establish a formal working group and associated contract management meetings.
- Work with the CCG to vary the existing contract with NELFT and allow the Council to manage NELFT directly.
- End the existing Section 76 Agreement and establish a new model of provision.

### **4. Recommendation**

4.1 Following the discussion at Cabinet Committee in November 2018 and the Member Briefing, the following actions are recommended to achieve the objectives set in 2.3.

- To end the existing Section 76 agreement and establish a new agreement which reflects KCC as the commissioning lead for the KCC elements of the service.



- Establish these new contract monitoring arrangements, with immediate effect.
  - Monitor for a period of 6 months, the improvement in delivery against the requirements of the specification.
  - Report back to Cabinet Committee in July 2019. If performance has not improved significantly the option to terminate the contract and retender a new model of provision will be considered.
- 4.2 Following a change to the arrangements as outlined above, the delivery of the service would be monitored through a new KCC led contract monitoring process.
- 4.3 In addition, the partnership arrangements would be monitored through the 0-25 Health and Wellbeing Board (chaired by KCC) and the Mental Health sub-group, that reports to the Board, which is chaired by the NHS.

## 5. Conclusion

- 5.1 KCC remains committed to working in partnership with the NHS to manage the mental health challenges that are faced by children and young people. KCC must ensure that the investment it makes into the contract for mental health services delivers those services and outcomes for which the funding is intended.
- 5.2 Changing the contract monitoring arrangements, as outlined in the recommendations of this report, will allow a clear assessment of the performance by NELFT against the outcomes specified by KCC within a 6-month period whilst allowing us to continue to work with NHS commissioners and the service provider.

### Recommendation(s):

As Cabinet Member for Children, Young People and Education, I propose to:

- a) End the existing Section 76 agreement and establish a new agreement which reflects KCC as the commissioning lead for the KCC elements of the service.
- b) Delegate authority to the Corporate Director for CYPE to take necessary actions, including but not limited to entering into legal agreements, required to implement the above.

### Report Authors

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# KENT COUNTY COUNCIL –PROPOSED RECORD OF DECISION

**DECISION TO BE TAKEN BY:**

**Roger Gough, Cabinet Member for Children, Young People and Education**

**DECISION NO:**

**18/00071**

Unrestricted

Key decision: Yes

**Subject: Children and Young People’s Mental Health Services, funded by Kent County Council**

**Decision:**

As Cabinet Member for Children, Young People and Education, I propose to:

- a) End the existing Section 76 agreement and establish a new agreement which reflects KCC as the commissioning lead for the KCC elements of the service.
- b) Delegate authority to the Corporate Director for CYPE to take necessary actions, including but not limited to entering into legal agreements, required to implement the above.

**Reason(s) for decision:**

KCC agreed in 2017 to invest £2.65m per year into a new contract for an integrated service via the Section 76 funding mechanism. The integrated service was agreed through both KCC and NHS governance and the procurement was undertaken as a collaborative process.

The new model has delivered a significant increase in universal provision and a new clinical model has been designed and implemented. However, there have been several challenges in delivery of the parts of the model funded by KCC. These challenges included significant underperformance in relation to numbers of young people receiving a service through the Early Help pathway, a change in the structure of the workforce to that planned, without sufficient sign off from the Local Authority, a lack of available performance data and a dispute in relation to payment for the contract.

Several discussions took place with West Kent Clinical Commissioning Group (CCG) and representatives from the CCG and NELFT attended the Cabinet Committee in November. There is a collective agreement across KCC and West Kent CCG commissioners that the contracting arrangements to date have not provided appropriate monitoring and there has not been enough focus on the Early Help aspect of the service.

Following a change to the arrangements as outlined above, the delivery of the service would be monitored through a new KCC led contract monitoring process.

In addition, the partnership arrangements would be monitored through the 0-25 Health and Wellbeing Board (chaired by KCC) and the Mental Health sub-group, that reports to the Board, which is chaired by the NHS.

**Equality Implications**

An Equalities Impact Assessment has been completed s part of the process.

**Financial Implications**

The KCC element of the CYP Mental Health Service contract is worth £2.657m over 5 years. The proposed decision would allow KCC to manage the payment to the provider directly.

There is existing capacity within the service to undertake the variation and manage the contract going forwards. Whilst there is no cost associated with terminating the Section 76 Agreement, there may be costs incurred in seeking advice from Legal Services.

**Legal Implications**

KCC have a duty, under Section 22 of the Children Act 1989, to safeguard and promote the welfare of each child we look after. Under Section 27 of the Act, local authorities are entitled to expect other authorities and certain NHS bodies to assist them in discharging their functions to children in need, looked after children and their parents and carers. The Children Act 2004 introduced a new duty (Section 10) to co-operate at a strategic level on local authorities, CCGs and other relevant children’s services partners. The same partners were also placed under a duty (Section 11) to make arrangements to ensure that they take account of the need to safeguard and promote the welfare of children in the discharge of their own functions.

Any change in approach would need to be agreed jointly between the Council, CCG and NEFLT. The requirements of a Section 76 arrangement mean that KCC has to ensure that the contribution it makes to the contracts in place are delivering the expected outcomes that the Local Authority is responsible for. The National Health Service guidance on S76 (Conditions Relating to Payments by Local Authorities to NHS Bodies) states that ‘Before making a payment under section 76, a local authority must be satisfied that the payment is likely to secure a more effective use of public funds than the deployment of an equivalent amount on the provision of local authority services’.

**Cabinet Committee recommendations and other consultation:**

To be added after the Children’s, Young People and Education Cabinet Committee meeting.

**Any alternatives considered and rejected:**

Following the discussion at Cabinet Committee in November 2018 and the Member Briefing, the following actions are recommended to provide appropriate provision for the Children and Young People of Kent.

- To end the existing Section 76 agreement and establish a new agreement which reflects KCC as the commissioning lead for the KCC elements of the service.
- Establish these new contract monitoring arrangements, with immediate effect.
- Monitor for a period of 6 months, the improvement in delivery against the requirements of the specification.
- Report back to Cabinet Committee in July 2019. If performance has not improved significantly the option to terminate the contract and tender a new model of provision will be considered.

**Any interest declared when the decision was taken and any dispensation granted by the Proper Officer: None**

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**signed**

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**date**

**From:** Roger Gough, Cabinet Member for Children, Young People and Education

Matt Dunkley, CBE, Corporate Director of Children, Young People and Education

**To:** Children’s, Young People and Education Cabinet Committee – 11<sup>th</sup> January 2018

**Subject:** Proposed expansion of Speldhurst Church of England Primary School

**Classification:** Unrestricted

**Key Decision:** No

**Decision No:** 18/00070

**Past Pathway of Paper:** 15 January 2018 - the Commissioning Plan for Education Provision 2018-22 - Cabinet.

**Future Pathway of Paper:** Cabinet Member Decision

**Electoral Division:** Tunbridge Wells West, Mr James McInroy

**Summary:**

This report sets out the proposal to expand Speldhurst Church of England Primary School.

**Recommendation(s):**

The Children’s, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- (i) Permanently expand Speldhurst Church of England Primary School, Langton Road, Speldhurst, Tunbridge Wells, Kent, TN3 0NP from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Reception Year places from September 2020.

**1. Introduction**

1.1 Speldhurst Church of England Primary School’s Governing Body has expressed a wish to increase its intake permanently from September 2020 and has directly secured planning permission and funding to facilitate this.

1.2 In accordance with the Department for Education’s school organisation statutory guidance (October 2018): Making significant changes (‘prescribed alterations’) to maintained schools, Kent County Council (KCC) approval is

required to increase the school's overall capacity by more than 25%. However, it should be noted that the school has exercised its powers under the Admissions Code to temporarily increase its intake in 2018 and 2019.

- 1.3 KCC agreed to undertake a consultation for the expansion on the basis that the proposal would add additional choice to parents seeking a school place in Tunbridge Wells. In this instance, KCC is not commissioning the additional places directly and sought views from key stakeholders prior to a decision being taken.
- 1.4 As the strategic commissioner of school provision, the Local Authority (LA) has a duty to ensure that there are sufficient school places for the residents of Kent as set out in the Commissioning Plan for Education Provision in Kent 2018-22.

## **2. Proposal**

- 2.1 Speldhurst Church of England Primary School proposes to expand from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Reception Year places from September 2020.
- 2.2 This is a school-led scheme that the Governing Body has secured funding to achieve. Funding has been obtained through LCVAP and with a Capital loan from KCC; as a result of which the school now has sufficient classroom space to accommodate the additional pupils.
- 2.3 KCC forecasts of pupil place demand for the Tunbridge Wells area indicate a small surplus of places in the medium term, which would not indicate a 'Basic Need' for additional provision. Nevertheless, KCC anticipates that the proposed additional places would benefit pupils in the local area and that any impact on other schools would be limited. Therefore, a consultation process has been undertaken based on increased parental choice in the locality.
- 2.4 The consultation concerned the increase in Year R intake from September 2020. However, it should be noted that the school has indicated its intention to exercise its powers under the Admissions Code to increase its intake in upper year groups from 2019.
- 2.5 Equality Impact Assessments have been completed for the education consultation in accordance with the Council's equality duty, having due regard to equality considerations when commissioning additional school capacity.

## **3. Financial Implications**

- 3.1 **Capital** – There is no additional capital expenditure required for this proposal.

3.2 **Revenue** – Speldhurst will receive additional revenue funding in line with the increased pupil roll, but will not receive Pupil Growth funding, as the additional places were not commissioned by KCC from Basic Need.

3.3 **Human** - The schools will appoint additional staff as and when appropriate.

#### **4. Raising Standards**

4.1 Speldhurst was judged 'Outstanding' by Ofsted in February 2014. In their report, Ofsted inspectors noted that 'achievement of pupils is outstanding' and that 'pupils make consistently strong progress as they move through the school so that, by the end of Year 6, the proportion of pupils making at least good progress in reading, writing and mathematics is high.'

4.2 Speldhurst Church of England Primary was founded in 1859 and is proud of its traditions and links with the church and local community. The school adopts a child-centred approach to pupils' learning. The staff form a cohesive and supportive team who build on the individual strengths of children in order to raise self-esteem and make children feel valued.

#### **5. Policy Framework**

5.1 These proposals will help to secure our ambition "to ensure that Kent's young people have access to the education, work and skills opportunities necessary to support Kent business to grow and be increasingly competitive in the national and international economy" as set out in 'Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement (2015-2020)'

5.2 KCC as the Local Authority has a statutory duty to ensure sufficient school places are available. The County Council's Commissioning Plan for Education Provision in Kent 2018-22 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent.

#### **6. Consultation**

6.1 An education consultation was completed prior to the Cabinet Committee. Approximately 200 hard copies of the consultation document were circulated, which included a form for written responses. The consultation document was distributed to parents/carers, school staff and governors, County Councillors, Member of Parliament, the Diocesan Authorities, local libraries, Parish Councils, Tunbridge Wells District Council and others. The consultation document was posted on the KCC website and the document was widely circulated. An opportunity was also provided to send in written responses online via email.

- 6.2 The consultation was advertised on the KCC and school websites and a drop-in' information sessions was held from 16:00 to 17:00 on Thursday 29th November at Speldhurst Church of England Primary School.
- 6.3 Following the closure of the consultation period, 22 responses were received that can be summarised as follows:

<b>Respondent</b>	<b>Agree</b>	<b>Disagree</b>	<b>Undecided/Not indicated</b>	<b>Total</b>
Parent/Carer	8	3	2	13
Member of Staff				0
Governor				0
Pupil				0
Other Interested Party	2	7		9
<b>Total</b>	<b>10</b>	<b>10</b>	<b>2</b>	<b>22</b>

- 6.4 A summary of the responses is available in Appendix B. The key concerns from respondents were related to pedestrian and car traffic around the school, the need for expansion and the impact on other schools in the surrounding area. The Cabinet Member for Children, Young People and Education has been passed a copy of the full set of responses for his consideration.
- 6.5 Detailed responses addressing the key concerns raised during the consultation period have been provided by Ivan Goodsell, the Chair of Governors and Stephanie Hayward, Headteacher at Speldhurst CE Primary School, see Appendix C and D.

## **7. Views**

### **7.1 The View of the Local Members**

James McInroy, the local KCC member for Tunbridge Wells West has been consulted on these proposals.

### **7.2 The View of the Headteacher, Governing Body and the Diocese**

This is a school led proposal that has the full support of the Headteacher, Governing Body and the Diocese of Rochester.

### **7.3 The View of the Area Education Officer**

The Area Education Officer supports the proposal on the basis of providing increased parental choice in the locality and improving the Learning facilities available at the school.

## **8. Conclusions**

- 8.1 This report sets out the proposal to permanently expand Speldhurst Church of England Primary School from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Reception Year places from September 2020. This is a school-led project that is delivered without



capital expenditure from the Local Authority and is supported by KCC on the basis of providing greater choice for parents with additional places at a popular and oversubscribed local school.

## 9. Recommendation(s)

The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- (i) Permanently expand Speldhurst Church of England Primary School, Langton Road, Speldhurst, Tunbridge Wells, Kent, TN3 0NP, from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Reception Year places from September 2020.

## 10. Background Documents

- 10.1 Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement 2015-2020 <http://www.kent.gov.uk/about-the-council/strategies-and-policies/corporate-policies/increasing-opportunities-improving-outcomes>
- 10.2 Kent Commissioning Plan for Education Provision 2018-2022 [https://www.kent.gov.uk/\\_data/assets/pdf\\_file/0003/66990/Kent-Commissioning-Plan-for-Education-Provision-2018-22.pdf](https://www.kent.gov.uk/_data/assets/pdf_file/0003/66990/Kent-Commissioning-Plan-for-Education-Provision-2018-22.pdf)

## 11. Report Author

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## 12 Relevant Director

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## KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

## DECISION TO BE TAKEN BY:

Roger Gough, Cabinet Member for Children, Young  
People and Education

## DECISION NO:

18/00070

**Unrestricted****Key Decision:** No

**Subject:** This report sets out proposed change to expand Speldhurst Church of England Primary School

## Decision:

As Cabinet Member for Children, Young People and Education Cabinet I agree to:

- (i) Permanently expand Speldhurst Church of England Primary School, Langton Road, Speldhurst, Tunbridge Wells, Kent, TN3 0NP, from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Reception Year places from September 2020.

## Reason(s) for decision:

In reaching this decision I have considered:

- the views expressed by those who responded to the public education consultation
- the views expressed by those put in writing by the Area Education Officer for Tunbridge Wells district, the School and the Governing Body.
- the Equalities Impact Assessment regarding this; and
- the views of the Children's, Young People and Education Cabinet Committee which will be discussed at the Cabinet Committee meeting on 11 January 2019

## Cabinet Committee recommendations and other consultation:

The views of the Children's, Young People and Education Cabinet Committee will be discussed at the Cabinet Committee meeting on 11 January 2019.

## Any alternatives considered:

## Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:

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**Signed**

.....  
**Date**

**Summary of Public Consultation Responses**

This summary includes information from all the responses received during the 4 weeks consultation period that ended Monday 17 December 2018 (midnight).

There were approximately 200 consultation documents (hard copies) distributed via the school to parents, members of staff and governors. The consultation was emailed to all key stakeholders and was available on the KCC and school websites.

There were 22 responses received via emails, digital and paper response forms that can be summarised as follows:

<b>Respondent</b>	<b>Agree</b>	<b>Disagree</b>	<b>Undecided/Not indicated</b>	<b>Total</b>
Parent/Carer	8	3	2	13
Member of Staff				0
Governor				0
Pupil				0
Other Interested Party	2	7		9
<b>Total</b>	<b>10</b>	<b>10</b>	<b>2</b>	<b>22</b>

**Of the 10 respondents that agreed with the proposal:**

- 4 agreed that the expansion would be beneficial to the school
- 4 raised safety concerns with regards to increased: pedestrians on the pavements on the walk to school; traffic on surrounding roads; parking congestion. The respondents enquired about the actions the school will put in place to alleviate/mitigate the increase in pedestrians and cars.

**Undecided/not indicated:**

- 2 raised safety concerns with regards to increased: pedestrians on the pavements on the walk to school; traffic on surrounding roads; parking congestion.

**Of the 10 that disagreed with the proposal:**

- 7 raised concerns about the potential detrimental effect on other local schools in terms of pupil numbers and budget. They also question the need for expansion with a surplus of places in the overall Tunbridge Wells area. (note: all 7 were 'Other Interested Parties', many other schools)
- 5 raised safety concerns with regards to increased: pedestrians on the pavements on the walk to school; traffic on surrounding roads; parking congestion.
- 1 felt that pupils from surrounding villages already attended Speldhurst and that there is not a demand for places and that the expansion would mean other schools losing out on funding due to surplus capacity.

Please note that some respondents supplied no comments and just indicated whether that they agreed or disagreed with the proposal, whereas others supplied one or more comments.

**Public Information Sessions:**

A public 'drop-in' information session was held from 16:00 to 17:00 on Thursday 29th November at Speldhurst Church of England Primary School. Representatives of the school, Governing Body and KCC were on hand to answer any questions raised by attendees. During the sessions 2 parents attended and requested information regarding the financial benefit to the school of the expansion and sought clarification on the statutory processes.

### **Governing Body Response to Concerns Raised During the Consultation**

On behalf of the Governors I would like to respond to the concerns raised by respondents and to set out some of the steps taken to try and mitigate the impact of the additional pupils.

The decision to expand was not taken lightly and has received the support of both KCC and the Diocese throughout. The Diocese have, over the past few years provided LCVAP funding to upgrade the utilities to the school to support additional classrooms, and part funded the 2 new classrooms. KCC have provided financial support by way of a capital loan to fund the balance of the classroom build costs and have supported the application for Planning Permission for the new classrooms. Jared Nehra, West Kent Area Education Officer has been kept informed of progress and supported us at every stage. Without their support we would not have reached the stage we are at.

As will be appreciated, as a Voluntary Aided School and on the basis that this was not a "basic need " expansion, the Governors have had to consider the financial implications of expansion and how to achieve this. We have received the backing of the Diocese in part funding the expansion through LCVAP capital funding but we are unable to access "growth" funding through KCC. Therefore, any additional children admitted over PAN in September 2018 are not funded until the following April. As a result, in order to fund the additional costs of teaching etc it was necessary to admit over PAN in more than Reception. It is for this reason we admitted over PAN in Reception and took an additional 10 children in Year 1 and Year 2.

The effect of this has been to increase the number of children by an additional 30 at the same time.

As part of the Planning application the school submitted a traffic plan with potential ways to mitigate the additional traffic. It is believed that the expansion will enable children within the village who could not access in year transfer places to be admitted to the school, in addition to ensuring the school can meet the increased demand seen over the last few years. We are still in the process of rolling out the measures contained within the travel plan which was sufficient to satisfy the Planning Officer and KCC Highways department such that there was no objection to the Planning Application. Consultation with parents has ensured any changes are made in a phased manner and further measures, in particular a phased end to the school day are still to be implemented.

Speldhurst School is a small village school and following the expansion of other local schools has remained one of the most oversubscribed schools in the area. The Governors are keen to ensure it remains a small but financially viable while continuing to deliver an outstanding education to its pupils. Having the ability to teach in year groups as opposed to split age classes is already reaping benefits for the children which will be set out in more detail by the Headteacher.

In conclusion, this was a difficult decision for the Governors and the school as we accept that the expansion of a small village school will have an impact upon traffic within the village but the pressures on the school to ensure it remains financially viable and continues to deliver the outstanding education has meant we had little choice. Every effort has been made to ensure the village and wider community is fully aware of the reasoning behind the decision.

We now have the infrastructure to deliver the expansion and would ask that a decision is made in favour of the increase in PAN.

Ivan Goodsell  
Chair of Governors  
CE Primary School

### Headteacher Response to Concerns Raised During the Consultation

In terms of the school's response to the points that have been raised as part of this process, I would like to submit the following information:

#### **Lack of demand for places**

For the past 3 years, Speldhurst School has been one of the most over-subscribed schools in Kent with 120+ applications for 20 places. This year, over 130 parents have visited the school for open days for entry to reception in September 2019. There is certainly a high demand for places.

I have attached Jared Nehra's letter of support for the school's planning application dated 20th April, 2018, in it he says,

Speldhurst Primary School is a popular and successful school, consistently oversubscribed on preferences. Therefore, additional places at Speldhurst will enable additional pupils to be allocated their parents' preferred school in future. Speldhurst Primary School is rated 'Outstanding' by Ofsted, the highest possible judgement, which indicates the excellent quality of education it provides to its pupils. I am pleased to note that the school's proposals will increase the facilities available to serve its pupils in future.

Jared also supported the school's loan application which was used to build the new classroom block; it now houses two additional classes.

#### **Other schools object to the proposal**

In his letter, Jared addressed this concern:

KCC's forecasts of the demand for pupil places indicate a small surplus of places in the medium term, which would [not] indicate a 'Basic Need' for additional provision. Nevertheless, KCC anticipate that the additional places proposed would benefit pupils in the local area and create minimal negative impact on other schools.

Rochester Diocese have also supported the expansion with a stream of LCVAP funding which has facilitated the building of 3 new classrooms. John Constanti wrote:

Whilst I appreciate other schools (some Church) might object to the proposed expansion of Speldhurst, I write to confirm Diocesan support to the proposal which we feel is right for the school and its community.

#### **Increased traffic and footfall**

The school's Travel Plan outlines a number of initiatives which will be explored in order to reduce the current number of car journeys ahead of expansion. They include:

- Encouraging parents to use the George and Dragon car park as a drop off point by introducing a 'Walking Bus'.



- Expand drop-off times (Currently 8.40 – 8.50am) to 8.30 – 8.50am and provide a ‘Drop-Off’ point manned by staff.
- Stagger finishing times for KS1 and KS2
- Investigate opening the gate to the rear of the field which leads to Peshurst Road to encourage villagers to walk to school rather than drive (Speldhurst Parish Council to assist with funding).
- Introduce the ‘Operation Motion’ initiative from KCC and encourage children to ‘Walk on Wednesday’. This will be backed by newsletter, certificates and Parentmail.
- Consider a ‘Drop-off’ zone at the nearby Business Park.

As the school expands, we feel confident that these measures will alleviate some of the pressure both in terms of traffic and footfall.

Finally, I firmly believe that the expansion will allow the school to provide a better standard of education to its pupils. There will no longer be the need for mixed age classes and this will allow teachers to deliver the curriculum to single year groups which is highly efficient in terms of time and quality of provision.

The project to expand the school has taken 3 years to develop. Funds have been raised, 3 classrooms have been built and parents, KCC, the Diocese and the local community have all been active in facilitating this process. Having taken a loan to part fund the new 2 classroom block, refusal of the application to increase the PAN at Speldhurst would put added financial pressure onto the school which may push it into deficit.

Stephanie Hayward  
 Headteacher  
 Speldhurst CE Primary School

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**Kent County Council  
Equality Analysis/ Impact Assessment (EqIA)**

**Directorate/ Service:**

*Children, Young People and Education*

**Name of decision, policy, procedure, project or service:**

Proposed expansion of Speldhurst Church of England Primary School

**Responsible Owner/ Senior Officer:**

Jared Nehra, Area Education Officer - West Kent

**Version: 1**

**Author:** Paul Wilson

**Pathway of Equality Analysis:** N/A

**Summary and recommendations of equality analysis/impact assessment.**

- **Context**

KCC as the Local Authority has a statutory duty to ensure sufficient school places are available. The County Council's Commissioning Plan for Education Provision in Kent 2018-22 is a five-year rolling plan which is updated annually. It sets out our future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be viewed from this link:

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>

The Governing Body at Speldhurst CEP School has expressed a wish to increase its intake permanently from 140 places to 210 places, increasing the published admission number (PAN) from 20 to 30 Year R places from September 2020. As such, this is a school-led scheme that the Governing Body has secured funding through LCVAP and via a Capital loan from KCC to enable sufficient classroom space to be provided to accommodate the additional pupils.

KCC approval is required to increase the school's overall capacity by more than 25%. However, it should be noted that the school has exercised its powers under the Admissions Code to temporarily increase its intake in 2018 and 2019.

- **Aims and Objectives**

KCC has agreed to undertake consultation on the basis that this proposal will add additional choice to parents seeking a school place in Tunbridge Wells. In this instance KCC is not commissioning the additional places directly and wishes to seek views from key stakeholders prior to a decision being taken.

Updated 08/01/2019

- **Summary of equality impact**

No adverse impacts have been identified at this stage; however, the outcome of the public consultation and community consultation will enable the Local Authority to test out these assumptions.

**Adverse Equality Impact Rating Low**

**Attestation**

I have read and paid due regard to the Equality Analysis/Impact Assessment concerning the expansion of Speldhurst Church of England Primary School. I agree with the risk rating and the actions to mitigate any adverse impact(s) that has /have been identified.

**Senior Officer**

Signed:		Name: Jared Nehra
Job Title:	Area Education Officer (West Kent)	Date: 19 November 2018

**DMT Member**

Signed:		Name: Keith Abbott
Job Title:	Director – Education Planning and Access	Date: 19 November 2018

**Part 1 Screening**

Could this policy, procedure, project or service, or any proposed changes to it, affect any Protected Group (listed below) less favourably (negatively) than others in Kent? Could this policy, procedure, project or service promote equal opportunities for this group?

Protected Group	Please provide a brief commentary on your findings. Fuller analysis should be undertaken in Part 2.			
	High negative impact EqIA	Medium negative impact Screen	Low negative impact Evidence	High/Medium/Low Positive Impact Evidence
<b>Age</b>				Yes. Positive: as the additional places will mean that more families and children will benefit from additional school places
<b>Disability</b>				The new facilities provided at the school will be compliant with the Equality Act 2010.
<b>Sex</b>				The provision is to be for Primary aged boys and girls.
<b>Gender identity/ Transgender</b>				The provision will accept children regardless of gender identity
<b>Race</b>				The school will admit pupils regardless of race or ethnicity.
<b>Religion and Belief</b>				The school curriculum covers all religions, with a Church of England ethos.
<b>Sexual Orientation</b>				N/A
<b>Pregnancy and Maternity</b>				N/A
<b>Marriage and Civil Partnerships</b>				N/A
<b>Carer's Responsibilities</b>				N/A

## **Part 2**

### **Equality Analysis /Impact Assessment**

#### **Protected groups**

No negative impact on protected groups is anticipated.

#### **Information and Data used to carry out your assessment**

The information and data used to carry out the assessment is taken from school census records and the published data shown in the County Council's Commissioning Plan for Education Provision in Kent 2018-22, which is a five-year rolling plan that is updated annually. It sets out KCC's future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be viewed from this link:

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>

#### **Speldhurst Church of England Primary School:**

#### **Pupils on Roll at Speldhurst - Schools' Census Summer 2018:**

Year 6 10+	Year 5 9+	Year 4 8+	Year 3 7+	Year 2 6+	Year 1 5+	Year R 4+ PT Total	Total Statutory Roll	Total Roll
22	22	19	21	20	20	20	134	144

- As at the summer census in 2018, the school had an even split between male and female students.
- 0.7% of the children were eligible for free school meals, which is below the Kent and National averages of 11.8% and 13.7%\* (\*Spring census 2018) respectively.
- 3.5% of the children received SEN support which is below the Kent average of 9.4%
- The majority of the pupils speak English as their first language; however, 7.6 % of the pupils have English as an additional language (EAL), which is slightly below the Kent average of 10.8%, but above the average for Tunbridge Wells schools of 5.8%.

#### **Who have you involved consulted and engaged?**

The consultation document (hard copies) will be distributed via the Speldhurst Church of England Primary Schools to parents, members of staff and governors. The consultation will be emailed to all key stakeholders, including but not limited to the following groups:

- The Department for Education
- The Diocese of Rochester, Canterbury and Southwark
- Elected Members (Kent County Council, Tunbridge Wells District and Parish Councils)
- Local MP
- Trade Unions

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- Local Children's Centres and pre-school providers
- Schools in Tunbridge Wells area
- Local Libraries in the Tunbridge Wells area
- All stakeholders will be able to access copies of the document on the KCC website

### **Analysis**

KCC forecasts of Primary pupil place demand for the Tunbridge Wells area indicates a small surplus of places in the medium term, which would not indicate a 'Basic Need' for additional provision. Nevertheless, KCC anticipates that the additional places proposed would benefit pupils in the local area and that any impact on other schools would be limited. KCC is therefore undertaking a consultation process on the basis that this would increase parental choice in the Speldhurst locality.

The school is consistently oversubscribed and for the Reception Year intake in September 2018 the school received a total of 125 parental preferences, of which 30 were 1st preferences, for a PAN of 20.

### **Adverse Impact,**

No adverse impacts have been identified at this stage; however, the consultations will provide the opportunity for the Local Authority to test out these assumptions.

### **Positive Impact:**

- The expansion will provide additional places for local children and greater choice for parents seeking Primary places in the Speldhurst area of Tunbridge Wells District.

### **JUDGEMENT**

- **No major change** - no potential for discrimination and all opportunities to promote equality have been taken

<b>Internal Action Required</b>	<b>YES/NO</b>
None	

**Equality Impact Analysis/Assessment Action Plan**

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Cost implications

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**Have the actions been included in your business/ service plan?**

Yes

Appendix

Please include relevant data sets

Please forward a final signed electronic copy and Word version to the Equality Team by emailing [diversityinfo@kent.gov.uk](mailto:diversityinfo@kent.gov.uk)

If the activity will be subject to a Cabinet decision, the EqIA must be submitted to committee services along with the relevant Cabinet report. Your EqIA should also be published.

The original signed hard copy and electronic copy should be kept with your team for audit purposes.

Updated 08/01/2019



**From:** Roger Gough, Cabinet Member for Children, Young People and Education  
Matt Dunkley, CBE, Corporate Director of Children, Young People and Education

**To:** Children's, Young People and Education Cabinet Committee – 11 January 2018

**Subject:** Provision of additional accommodation at Finberry Primary School

**Classification:** Unrestricted

**Key Decision:** Yes

**Decision Number:** 19/00003

**Past Pathway of Paper:** None

**Future Pathway of Paper:** Cabinet Member decision

**Electoral Division:** Ashford Rural East - Mrs Clair Bell

**Summary:**

This report sets out the need for Kent County Council to provide additional accommodation at Finberry Primary School.

**Recommendation(s):**

The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- a) Release £2,800,000 from the Children, Young People and Education Capital budget to allow an 8-classroom block to be added to Finberry Primary School to enable the school to accept 2FE of primary aged pupils (60 pupils per year) in line with the Academy's funding agreement.

**1. Introduction**

- 1.1 In 2014 the Education Cabinet Committee resolved that a new 2FE primary school at Cheesman's Green, Ashford, would be commissioned and a competition to secure a sponsor was held. Following the competition process, The Secretary of State entered into a funding agreement with The Stour Academy Trust to operate a 2FE primary school offering 420 primary school places and 26 FTE nursery places.
- 1.2 The new school, known as Finberry Primary School, opened in September 2015. The provision initially opened off-site in the former Ashford South Primary School prior to relocating to the permanent facilities at Cheesman's Green in September 2017.
- 1.3 Planning permission was secured for the permanent 2FE school. The plan was to deliver the 2FE of provision in two phases. The first phase delivered 1FE of

classrooms with 2FE of infrastructure. The second phase is to deliver a further 8 class bases, thus enabling the school in accommodate 2FE of pupils (60 per year).

- 1.4 Housing development has continued at Cheeseman’s Green, alongside further developments in and around the planning group. The latest forecasts for the Ashford East planning group, in which Finberry Primary School is located, would suggest that there will be a deficit of -14 Year R places and -65 Years R-6 places from September 2020. Therefore, the new block of classrooms will need to be added in readiness for the 2020-21 academic year. Adding the capacity at Finberry Primary School is the first step in addressing the need for further primary provision in this planning group.

### Forecast Year R and Years R-6 Surplus/Deficit Places in Ashford East Planning Group

Ashford East Planning Group	2017-18 capacity	2017-18 (A)	2018-19 (F)	2019-20 (F)	2020-21 (F)	2021-22 (F)	2022-23 (F)	2022-23 capacity
Year R	390	4	33	13	-14	-31	-45	390
Years R-6	2,700	93	89	20	-65	-170	-292	2,760

## 2. Proposal

- 2.1 The proposal is to release £2,800,000 from the Children, Young People and Education Capital budget to allow an 8-classroom block to be added to Finberry Primary School, thus enabling the school to accept 2FE of primary aged pupils (60 pupils per year) in line with the Academy’s funding agreement.
- 2.2 The published admissions number will change following completion of the build, which is expected to be completed for September 2020. It is anticipated the school will grow from the bottom up, thereby taking seven years to fill, but the Trust will work with the LA to open additional classes further up the school if required.

## 3. Financial Implications

- 3.1 a. Capital – £2,800,000 from the CYPE Capital Budget will be required to enable the new classrooms to be commissioned.
- b. Revenue - The school will receive growth funding in line with KCC policy and procedures for the first three years. They will also receive £6,000 setup for each of the new classrooms and £2,500 per classroom as a contribution towards whiteboard technology.
- c. Human – The school will appoint additional staff as required, as the school size increases and the need arises.

## 4. Vision and Priorities for Improvement

- 4.1 This proposal will help to secure our ambition that “Every child and young person should be able to go to a good or outstanding Early Years setting and school, have access to the best teaching, and benefit from schools and other providers working in partnership with each other to share the best practice as they continue to improve” as set out in Vision and Priorities for Improvement 2018-2021.

## **5. Views**

- 5.1 The Local Member- Cllr Clair Bell, Ashford Rural East is supportive of the proposal.
- 5.2 The view of the Trust:  
The Trust welcomes the proposal to enlarge the school. We already have over 190 children on the main school roll, with additional children in our nursery. We have successfully managed to welcome all these children since we opened a little over three years ago, and we are confident that we can welcome further children while delivering high quality education to all.
- 5.3. The view of the Area Education Officer, David Adams:  
Pressure on school places continues to increase in Ashford as a result of increasing birth numbers and in-migration. Delivery of this planned expansion is necessary to ensure the 2020 cohort will have school places. Finberry Primary School is a Good, oversubscribed school.

## **6. Delegation to Officers**

- 6.1 The Officer Scheme of Delegation; under Appendix 2 part 4 of the Council's Constitution, provides a clear and appropriate link between this decision and the actions needed to implement it.

## **7. Equalities Impact Assessment**

- 7.1 The original EIA has been revisited and there are no changes needed.

## **8 Conclusions**

- 8.1 There is forecast to be a growing pressure for primary school places in Ashford East planning group with a deficit of places Year R and total primary places from the 2020-21 academic year.
- 8.2 Finberry Primary School was planned to be a 2FE school and has the infrastructure required. The addition of an 8-classroom block will enable the School to accommodate 2FE of pupils.

## **9. Recommendation(s)**

The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- a) Release £2,800,000 from the Children, Young People and Education Capital budget to allow an 8-classroom block to be added to Finberry Primary School to enable the school to accept 2FE of primary aged pupils (60 pupils per year) in line with the Academy's funding agreement.

## **10. Background Documents**

- 10.1 Vision and Priorities for Improvement

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/vision-and-priorities-for-improvement>

10.2 Commissioning Plan for Education Provision in Kent 2018-22

<http://www.kent.gov.uk/education-and-children/schools/education-provision/education-provision-plan>

## **11. Contact details**

Report Author:

David Adams  
Area Education Officer – South Kent  
03000 414989  
[david.adams@kent.gov.uk](mailto:david.adams@kent.gov.uk)

Relevant Director:

Keith Abbott  
Director of Education Planning and Access  
03000 417008  
[keith.abbott@kent.gov.uk](mailto:keith.abbott@kent.gov.uk)

## KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

## DECISION TO BE TAKEN BY:

Roger Gough,  
Cabinet Member for Children, Young People and Education

## DECISION NO:

**19/00003**

For publication

**Subject: Provision of additional accommodation at Finberry Primary School.**

**Decision:**

As Cabinet Member for Children, Young People and Education I agree to:

- a) Release £2,800,000 from the Children, Young People and Education Capital budget to allow an 8-classroom block to be added to Finberry Primary School to enable the school to accept 2FE of primary aged pupils (60 pupils per year) in line with the Academy's funding agreement.

Reason(s) for decision: In reaching this decision I have considered:

- KCC consulted on the opening of a new 2FE primary school in 2014.
- There is forecast to be a deficit of year R and total primary school places in the planning group from the 2020-21 academic year.
- The Secretary of State entered into a funding agreement with The Stour Academy Trust for a 2FE primary school.
- Finberry Primary School was constructed with the infrastructure needed for a 2FE primary school. The addition of 8 classrooms will enable the school to offer 2FE of provision.
- The views of the local County Councillor, Area Education Officer, Headteacher and CEO of Stour Academy Trust.
- The views of the Children's, Young People and Education Cabinet Committee which are set out below

**Financial Implications**

- a) Capital –£2,800,000 from the Children, Young People and Education Capital budget will be required to enable the new classrooms to be commissioned.
- b) Revenue - The School will receive growth funding in line with KCC policy and procedures for the first three years. They will also receive £6,000 setup for each of the new classrooms and £2,500 per classroom as a contribution towards whiteboard technology.
- c) Human – The School will appoint additional staff as required, as the school size increases and the need arises.

Cabinet Committee recommendations and other consultation: To be added after the Children's, Young People and Education Cabinet Committee meeting on Friday 11<sup>th</sup> January 2019.

Any alternatives considered: All alternatives were explored in the Kent Commissioning Plan 2018-22

Any interest declared when the decision was taken, and any dispensation granted by the Proper Officer: None

.....  
**Signed**

.....  
**Date**

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**Kent County Council  
Equality Analysis/ Impact Assessment (EqIA)**

**Directorate/ Service: Children, Young People and Education**

**Name of decision, policy, procedure, project or service:**

**Responsible Owner/ Senior Officer:** David Adams

**Version:** 1

**Author:** Lee Round

**Pathway of Equality Analysis: CYPE Cabinet Committee January 2019**

**Summary and recommendations of equality analysis/impact assessment.**

Finberry Primary School opened in September 2015. The provision initially opened off site in the former Ashford South Primary School prior to relocating to the permanent facilities at Cheesman's Green in September 2017.

Planning permission was secured for the permanent 2FE school. The plans were to deliver the 2FE of provision in two phases. The first phase being to deliver 1FE of classrooms with 2FE of infrastructure. The intention being to deliver a further 8 class bases, thus enabling the school in accommodate 2 FE of pupils (60 per year), as and when demand required.

The latest forecasts for the Ashford East planning group, in which Finberry Primary School is located, would suggest that there will be a deficit of -14 Year R places and -65 Years R-6 places from September 2020. Therefore, the new block of classrooms will need to be added in readiness for the 2020-21 academic year. Adding the capacity at Finberry Primary School is the first step in addressing the need for primary provision in this planning group.

**Summary of equality impact**

It is believed that the proposal will have a positive impact for pupils

**Adverse Equality Impact Rating** **Low**

**Attestation**

I have read and paid due regard to the Equality Analysis/Impact Assessment concerning the proposal to

I agree with risk rating and the actions to mitigate any adverse impact(s) that has /have been identified.

**Head of Service**

Updated 08/01/2019

Signed:

Name: Keith Abbott

Job Title: Director - Education Planning and Access      Date: 14-12-18

**DMT**

Signed:



**Member**

Name: David Adams

Job Title: Area Education Officer      Date: 14-12-18





**Part 1 Screening**

**Could this policy, procedure, project or service, or any proposed changes to it, affect any Protected Group (listed below) less favourably (negatively) than others in Kent?**

**Could this policy, procedure, project or service promote equal opportunities for this group?**

Protected Group	Please provide a <u>brief</u> commentary on your findings. Fuller analysis should be undertaken in Part 2.			
	High negative impact EqlA	Medium negative impact Screen	Low negative impact Evidence	High/Medium/Low Positive Impact Evidence
<b>Age</b>				High positive impact as the increase number of places will
<b>Disability</b>				High positive impact. The school is DDA compliant.
<b>Gender</b>				N/A
<b>Gender identity/ Transgender</b>				N/A
<b>Race</b>				N/A
<b>Religion and Belief</b>				The school will accept children whether of faith or no faith. The curriculum covers all religions.
<b>Sexual Orientation</b>				N/A
<b>Pregnancy and Maternity</b>				N/A
<b>Marriage and Civil</b>				N/A

<b>Partnerships</b>				
<b>Carer's Responsibilities</b>				Medium positive impact as the increase in places will mean that Carers and parents will be able to access a school place in their locality, reducing travel times.

## **Part 2**

### **Equality Analysis /Impact Assessment**

#### **Protected groups**

No negative impact on protected groups is anticipated.

#### **Information and Data used to carry out your assessment**

The information and data used to carry out the assessment is taken from school census records and the published data shown in the County Council's Commissioning Plan for Education Provision in Kent 2018-22, which is a five-year rolling plan that is updated annually. It sets out KCC's future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the plan can be viewed from this link:

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/education-skills-and-employment-policies/education-provision>

#### **Finberry Primary School:**

##### **Pupils on Roll at Speldhurst - Schools' Census October 2018:**

Year 6 10+	Year 5 9+	Year 4 8+	Year 3 7+	Year 2 6+	Year 1 5+	Year R 4+ PT Total	Total Statutory Roll	Total Roll

- As at the summer census in 2018, the school had an even split between male and female students.
- 20.1% of the children were eligible for free school meals, which is significantly above the Kent and National averages of 12.7% and 14.2% respectively.
- 14.8% of the children received SEN support which is significantly above the Kent average of 10.3%
- The majority of the pupils speak English as their first language; however, 8.7 % of the pupils have English as an additional language (EAL), which is slightly below the Kent average of 12.2%.

#### **Who have you involved consulted and engaged?**

##### **Analysis**

##### **Adverse Impact,**

No adverse impacts have been identified at this stage; however, the consultations will provide the opportunity for the Local Authority to test out these assumptions.

##### **Positive Impact:**

- The expansion will provide additional places for local children and greater choice for parents seeking Primary places in the Speldhurst area of Tunbridge Wells District.

## JUDGEMENT

- **No major change** - no potential for discrimination and all opportunities to promote equality have been taken

**Internal Action Required**                      **YES/NO**  
None

## Equality Impact Analysis/Assessment Action Plan

Protected Characteristic	Issues identified	Action to be taken	Expected outcomes	Owner	Timescale	Cost implications

**Have the actions been included in your business/ service plan?**

Yes

### Appendix

Please include relevant data sets

Please forward a final signed electronic copy and Word version to the Equality Team by emailing [diversityinfo@kent.gov.uk](mailto:diversityinfo@kent.gov.uk)

If the activity will be subject to a Cabinet decision, the EqIA must be submitted to committee services along with the relevant Cabinet report. Your EqIA should also be published.

The original signed hard copy and electronic copy should be kept with your team for audit purposes.

Please forward a final signed electronic copy and Word version to the Equality Team by emailing [diversityinfo@kent.gov.uk](mailto:diversityinfo@kent.gov.uk)

Updated 08/01/2019

If the activity will be subject to a Cabinet decision, the EqIA must be submitted to committee services along with the relevant Cabinet report. Your EqIA should also be published.

The original signed hard copy and electronic copy should be kept with your team for audit purposes.

**From:** Roger Gough, Cabinet Member for Children, Young People and Education

**Matt Dunkley, CBE, Corporate Director of Children, Young People and Education**

**To:** Children's, Young People and Education Cabinet Committee – 11 January 2018

**Subject:** Proposal to change the age-range of Bysing Wood Primary School in Faversham from 4-11 years to 2-11 years, through the addition of a school run nursery

**Classification:** Unrestricted

**Key Decision:** No

**Decision No:** 19/00009

**Past Pathway of Paper:** N/A

**Future Pathway of Paper:** Cabinet Member decision

**Electoral Division:** Faversham Division, Mr Anthony Hook

**Summary:**

This report outlines the proposal and timeline to change the age-range of Bysing Wood Primary School in Faversham from 4-11 years to 2-11 years, through the addition of a school run nursery.

**Recommendation(s):**

The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- a) issue a public notice to permanently change the age range of the school and subject to no objections being received to the public notice; and
- b) change the age range from 4-11 years to 2-11 years in order to establish a school run nursery.

**Introduction**

1. The Commissioning Plan for Education Provision in Kent 2018-2022 sets out our commissioning intentions for education and how we will carry out our responsibility for early education and childcare. This includes overarching aims to meet the duty on all local authorities in the Childcare Act 2016:

- to improve outcomes for young children
- secure sufficient childcare to allow parents to work

- ensure sufficient and flexible childcare including 15 hours of early education for eligible 2-year olds and all 3 and 4 year olds and 30 hours of free childcare for all 3 and four year olds of eligible parents.

The Proposal supports the aims of the Early Years and Childcare Strategy 2016-2019 to:

- develop a more integrated approach to early years and childcare provision and services
- ensure better continuity of provision and services across 0-5 age range
- ensure an increasing number of children are school ready at the end of the Early Years Foundation Stage
- mitigate the effect of poverty, inequality and disadvantage through the provision of high-quality early education and childcare, including support for provision and carers and narrowing early development achievement gaps.

## 2. Background

2.1 Bysing Wood Primary School currently provides early years education for children who turn five when in the Reception class. Following a decision to close taken in December 2018 by the Management Committee of Rainbow pre-school (located on the school site), the Local Authority has asked the school to consider running a nursery provision in the former Rainbow accommodation. This accommodation is owned by KCC and adjoins the Children’s Centre buildings. The sudden closure of the nursery has left a shortfall of pre-school places in the locality. Although the children attending the nursery at the time of closure were found alternative places in Faversham, these provisions are now at capacity and the school and nursery serve an area where several new housing developments have commenced build-out.

2.2 Bysing Wood Primary School was judged “Good” by Ofsted in February 2017 with strong and effective leadership. The Local Authority is confident that the school has the capacity to establish a successful nursery provision. This would ensure that sufficient pre-school places would be available for local families and to meet increasing demand likely to arise from the nearby housing developments.

## 3. The Proposal

3.1 It is proposed to change the age-range of Bysing Wood Primary School from 4-11 years to 2-11 years. The Governing Body fully supports the option of establishing a nursery. The nursery provision would operate under the school’s Ofsted registration and provide places for two, three and four year olds. As Rainbow pre-school has already closed, there is the possibility of establishing the new nursery provision from the start of the summer term, subject to business planning and Cabinet Member agreement. Below is an estimated timeline for the process:

Public Consultation Period	07 January to 04 February 2019
----------------------------	--------------------------------



Report on the outcome of the consultation for circulation to Cabinet Committee	08 February 2019
Public Notice period if agreed	07 March to 04 April 2019
Implementation	From the start of the summer term or by 01 September 2019

3.2 This timeline would require a decision to be taken outside of Cabinet Committee in order to complete process and allow the nursery to be established from the summer term 2019.

3.3 The views of the Local Member for Faversham Division, Mr Anthony Hook, will be sought during the consultation period.

#### **4. Recommendations**

The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- a) issue a public notice to permanently change the age range of the school and subject to no objections being received to the public notice; and
- b) change the age range from 4-11 years to 2-11 years in order to establish a school run nursery.

#### **5. Background Documents (plus links to document)**

8.1 Increasing Opportunities, Improving Outcomes: Kent County Council's Strategic Statement 2015-2020.

<http://www.kent.gov.uk/about-the-council/strategies-and-policies/corporate-policies/increasing-opportunities-improving-outcomes>

8.2 Kent Commissioning Plan for Education Provision

[www.kent.gov.uk/educationprovision](http://www.kent.gov.uk/educationprovision)

#### **6. Contact details**

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Name and Job title: Director – Education, Planning and Access  
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E-mail: [Keith.Abbott@kent.gov.uk](mailto:Keith.Abbott@kent.gov.uk)

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## KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

**DECISION TO BE TAKEN BY:**

**Roger Gough, Cabinet Member for Children, Young People and Education**

**DECISION NO:**

**19/00009**

Unrestricted

Key decision: No

**Subject: Proposal to change the age-range of Bysing Wood Primary School in Faversham from 4-11 years to 2-11 years, through the addition of a school run nursery**

**Decision:**

As Cabinet Member for Children, Young People and Education, I propose to:

- a) To issue a public notice to permanently change the age range of the school and subject to no objections being received to the public notice
- b) Change the age range from 4-11 years to 2-11 years in order to establish a school run nursery

**Reason(s) for decision:**

Bysing Wood Primary School currently provides early years education for children who turn five when in the Reception class. Following a decision to close taken in December 2018 by the Management Committee of Rainbow pre-school (located on the school site), the Local Authority has asked the school to consider running a nursery provision in the former Rainbow accommodation. This accommodation is owned by KCC and adjoins the Children's Centre buildings. The sudden closure of the nursery has left a shortfall of pre-school places in the locality. Although the children attending the nursery at the time of closure were found alternative places in Faversham, these provisions are now at capacity and the school and nursery serve an area where several new housing developments have commenced build-out.

Bysing Wood Primary School was judged "Good" by Ofsted in February 2017 with strong and effective leadership. The Local Authority is confident that the school has the capacity to establish a successful nursery provision. This would ensure that sufficient pre-school places would be available for local families and to meet increasing demand likely to arise from the nearby housing developments.

It is proposed to change the age-range of Bysing Wood Primary School from 4-11 years to 2-11 years. The Governing Body fully supports the option of establishing a nursery. The nursery provision would operate under the school's Ofsted registration and provide places for two, three and four year olds. As Rainbow pre-school has already closed, there is the possibility of establishing the new nursery provision from the start of the summer term, subject to business planning and Cabinet Member agreement

**Equality Implications**

This will be completed as part of the consultation process

**Financial Implications**

These will be updated prior to the decision being taken

**Legal Implications**

These will be updated prior to the decision being taken.

**Cabinet Committee recommendations and other consultation:**

N/A

**Any alternatives considered and rejected:**

These will be included in the report circulated to the Children's, Young People and Education Cabinet Committee prior to the final decision being taken.

**Any interest declared when the decision was taken and any dispensation granted by the Proper Officer: None.**

.....  
**signed**

.....  
**date**

**From:** Roger Gough, Cabinet Member for Children, Young People and Education

Matt Dunkley, CBE, Corporate Director of Children, Young People and Education

**To:** Children's, Young People and Education Cabinet Committee – 11<sup>th</sup> January 2019

**Subject:** Review of district governance structures for 0–19 (and up to 25) non-statutory children's services

**Classification:** Unrestricted

**Key Decision:** Yes

**Decision No:** 19/00007

**Past Pathway of Paper:** None

**Future Pathway of Paper:** N/A

**Electoral Division:** All

**Summary:**

In May 2018, Children, Young People and Education (CYPE) Cabinet Committee agreed for officers to undertake a review into the governance structures and remit of Local Children's Partnership Groups (LCPGs), Youth Advisory Groups (YAGs) and District Advisory Boards (DABs).

This review explored all current structures and areas of duplication, including where agendas, staff and partners have crossover. Findings from the review have helped to develop a range of options with the aim of producing a proposal to improve effectiveness of service delivery and governance across all 0-19 (and up to 25) years non-statutory children's services.

In September 2018, CYPE Cabinet Committee discussed the findings of the review and proposed options where opportunities co-ordination and aligned governance had been identified. It was agreed that the Cabinet Member and officers should continue exploring the identified opportunities and hold robust discussions with the Chairs of the existing groups, to return to Cabinet Committee in January 2019, with a final set of proposals.

This report sets out the revised proposals, based on the feedback from Chairs and partners of the existing groups, for CYPE Cabinet Committee to consider.

**Recommendation(s):**

The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- a) AGREE the proposed district-based governance structure for 0-19 (and up to 25) years non-statutory children's services.

## 1. Introduction

- 1.1. As outlined in the CYPE Cabinet Committee discussions in May and September 2018, there are currently three very distinct and separate strategic governance structures in place to support key related elements of the non-statutory Children's Services offer.
- 1.2. District Advisory Boards (DABs) are in place in every district to support the partnership working and local delivery of children's centres (0-8 years). Youth Advisory Groups (YAGs) are in place in every district to support the partnership working and local delivery of youth provision (8-19 years) and Local Children's Partnership Groups (LCPGs) are in place in every district to support the partnership working and local delivery across a range of partnership priorities (0-19 years).
- 1.3. There are similarities in the organisations and individuals attending the three groups and meetings frequently duplicate areas for discussion. Various group members also described an apparent lack of co-ordination or joint work across the three groups where the potential for shared outcomes is not clearly defined or understood.
- 1.4. The review explored the current structures and arrangements provided by these three groups which when joined together have significant oversight and influence in the delivery of a range of non-statutory multi-agency service provision across the 0-19 (up to 25) year age ranges. The review was informed by a field work study of the existing arrangements for each of the three groups, as shown in Appendix B.
- 1.5. The review highlighted areas for development across the following themes:

- a. Governance, where it found that, whilst each group had terms of reference, there was a mixed purpose of both strategic and operational discussions. There was evidence of duplications of discussions, priorities and membership.

It was suggested that improvements in alignment of approaches and a clear reporting line to a countywide strategic Board, such as the 0-25 Health and Wellbeing Board would bring significant clarity to the remit of the groups and would help to ensure a single focus across the whole 0-25 spectrum of need.

- b. Performance, under the arrangements of the 'children and young people's plan developed in 2015, the inconsistency of relevant and accurate local data was causing difficulties, thereby limiting the ability of the groups to have a meaningful impact and leading to conflicting district priorities and limited ability to evidence the differences that the partnership was able to make.

The review findings presented two key opportunities to address this. Firstly aligning to the three key priorities of the 0-25 Health and Wellbeing Board namely, emotional health and wellbeing, childhood obesity and adverse childhood experiences would provide a clear rationale for baseline priorities and secondly introducing a core district data set would help provide districts with the right data and insight to interpret and understand the current position and trends and could help to ensure the effective setting of three additional priorities each year. Having a clearer focus on fewer priorities may assist in more targeted work with themed priorities.

- c. Attendance, where the feedback from all agencies highlighted that the continued duplication of staff resources is unsustainable, especially in cases where partners or internal members of staff currently attend all three meetings. There was evidence of some agencies being more committed and engaged than others, which also varied across the county.

It was suggested that having clarity on the role, purpose, priorities and desired outcome of the groups would help to ensure relevant attendance, better partnership working, ownership of outcomes, commitment and continuity of membership.

- 1.6. The options previously presented to CYPE Cabinet Committee considered the strengths and disbenefits of: having one 0-25 Partnership Advisory Group; combining the DABs and YAGs into one 0-25 Advisory Group to report into the LCPGs as the local strategic body; or to continue with the current governance structures.
- 1.7. Members of CYPE Cabinet Committee expressed agreement with the intentions to ensure that these governance structures continue to be fit for purpose by becoming better integrated, resulting in an 'in principle' agreement to move towards one 0-19 (and up to 25) local board.
- 1.8. Some of the key areas that Members raised, which formed the basis of the discussions with Chairs of the existing groups, were as follows:
  - Getting the balance right between having a consistent approach across the county and retaining the important individualities of local areas
  - Maintaining the voice of child, young person and parent
  - Giving clarity to the role of the Board, in terms of its operational functions (including performance data) and its strategic oversight
  - Setting and publication of meeting dates, agendas and proposed outcomes from the meetings
  - LCPG need to demonstrate service development and shaping to engage partners from across the spectrum

## **2. Feedback from Chairs of YAGs, DABs and LCPGs**

- 2.1. Early engagement with the Chairs of the YAGs, DABs and LCPGs took place between February and June 2018, to feed into the review of current arrangements and inform the first set of draft proposals, presented to CYPE Cabinet Committee in September 2018. Following the feedback from CYPE Cabinet Committee, the Cabinet Member and lead officer met with the Chairs of the YAGs (28<sup>th</sup> September 2018), DABs (11<sup>th</sup> October 2018) and LCPGs (9<sup>th</sup> October 2018).
- 2.2. The feedback from the Chairs identified the inconsistencies across the county, particularly in terms of establishing whether the groups in their current form are a strategic or operational body, as well as recognising the duplication of effort across the agendas and within the membership of the meetings and the important role of robust data reporting.
- 2.3. All Chairs recognised the significant role that the Early Help and Preventative Services (EHPS) District Managers and Children's Centre and Youth Hub Delivery Managers play in supporting and coordinating the meetings, with the District Managers being particularly key across all three groups.
- 2.4. There was an overall sense from the Chairs and partners in all three meetings, that there are opportunities to realign the focus of the district governance forums and the following areas were raised as good practice and crucial to getting this right:
  - i. The Chair should be well supported to understand the role and remit of the group and how it fits into wider governance structures and the expectations for the role of the Chair

- ii. The Voice of the Child (VoC) and Voice of the Parent (VoP) are important and need to be maintained as meaningful engagement
  - iii. The Annual Conversations (as seen with the YAGs and DABs) are very helpful in developing local action plans with good partner engagement
  - iv. Having the right partners in the room has a significant impact on the quality of the conversations and outcomes
  - v. Improved partnership engagement would benefit from having a clear understanding of the priorities (both countywide and local) and purpose of the group and how it achieves it's objectives to contribute to the priorities (e.g. resources to commission).
  - vi. The quality of data should inform local priorities and be used to monitor the progress of outcomes. It was recognised that the Children and Young People Plan (CYP Plan) that was developed in 2016 to act as a framework for the LCPGs was primarily built around outcomes linked to specific data reporting, some of which are only report annually, e.g. child weight is reported on a yearly basis, therefore making it difficult to evidence the impact of local efforts to address these issues.
- 2.5. The lead officer also met with and received written feedback from Liberal Democrat and Labour Members of CYPE Cabinet Committee, to ensure that their views were incorporated into the considerations to shape the proposals. The feedback largely echoed the views expressed by Chairs of the group.

### **3. Proposed District Governance Structure**

- 1.1. Local Children's Partnership Groups (LCPGs): Building on the strengths of the partnership arrangements within the LCPGs and their overarching governance through the 0-25 Health and Wellbeing Board, it is proposed that these meetings are developed as the key strategic District Governance Board, with the following principles and features:
- The group will report to the 0-25 Health and Wellbeing Board (HWB), allowing them to be strategically aligned to the 3 priorities of the Board (Emotional Wellbeing and Mental Health; Childhood Obesity; and Adverse Childhood Experiences).
  - The Early Help Grants will continue. The Chair and a panel of representatives from the group, as well as KCC Commissioning, will decide how this grant is spent. This must be used on a local priority (i.e. not prescriptive to the priorities of the 0-25 Health and Wellbeing Board).
  - It is proposed that meetings occur 3 times a year (once every old school term), and that membership should consist of a KCC Councillor (as chair), EHPS District Manager (as vice-chair), senior officers representing relevant children's services (building on the existing LCPG attendance to include KCC and partnership agencies e.g. schools, fire, health and police) and representatives of the District/Borough/City Councils.
  - All Local County Council Members will be invited and receive minutes as is currently the case with the YAGs.
  - The District Partnership Managers will, adopt the key co-ordinating role and provide support for the meetings.
  - Children's Centre and Youth Hub Delivery Managers can be invited to attend the LCPGs, once or twice a year, to provide feedback from the Children's/Young People Partnership Conversations (see 3.2 and 3.3 below).
  - An induction pack including engagement with service users will be developed for all chairs and a County-wide Annual Chairs meeting will be arranged, to share good practice and inform action planning for the following year. This will be attended and chaired by the



Cabinet Member and Service Director(s). The feedback from this meeting will be fed-back to the 0-25 Health and Wellbeing Board.

- The development of a module to form part of the 'new members' induction training.

1.2. District Advisory Board (DABs): The DABs will discontinue in their current form and be replaced with a tri-annual Children's Centre Partnership Conversation which will occur a few weeks prior to the LCPG meeting to enable feedback and reporting from the DAB to the LCPG. The features of this are as follows:

- These conversations will review the scope of local provision for 0-7-year-olds.
- The meetings will be chaired by the KCC District Children's Centre Delivery Manager.
- The Chair and members of the revised LCPGs (including local County Council Members) will be invited to contribute and help inform local priorities and action planning.
- Attendees of the meetings will cover the range of partnership agencies relevant to the scope of 0-7 provision and support, including partners, local community groups and commissioned services.
- The participation of parents will be arranged via the Children's Centre Delivery Manager, to capture the voice of the parents.
- The outcomes and target setting of this conversation will be reported back to the LCPG on an annual basis

1.3. Youth Advisory Groups (YAGs): The YAGs will discontinue in their current form and be replaced with a tri-annual Young People's Partnership Conversation which will occur a few weeks prior to the LCPG meeting to enable feedback and reporting from the YAG to the LCPG. The features of this are as follows:

- These conversations will have the scope of local provision for 8+ year-olds.
- The meetings will be chaired by the KCC District Youth Hub Delivery Manager.
- The Chair and members of the revised LCPGs (including local County Council Members) will be invited to contribute to the development of local priorities and action planning.
- Attendees of the meetings will cover the range of partnership agencies relevant to the scope of 8+ provision and support, including community groups and commissioned services.
- The Kent Youth Council will be asked to send representation to each meeting. The participation of additional young people in a pre-meet with the Youth Council representative will be arranged via the Youth Hub Delivery Manager, to capture the voice of the child.
- The outcomes and target setting of this conversation will be reported back to the LCPG on an annual basis.

1.4. In addition to this, each district will hold an annual event that brings together the new look YAG, DAB and LCPG for half day event to ensure the strategic overview is shared. These could be timetabled to link with the member district briefings to minimise impact on diaries and maximise participation from members.

1.5. Appendix C shows the reporting lines for the proposed governance structure.

#### **4. Implementation**

#### **Activities**

1.1. To implement this revised district governance model for 0-19 (and up to 25) non-statutory children's services and particularly to support the chairs in fulfilling their role, the following

actions will be taken forward:

- i. EHPS District Managers currently chair the LCPG in 4 out of 12 districts. It is proposed that the chairing arrangements should transition to KCC Members with effect from 1<sup>st</sup> April 2019. Where there are currently independent chairs in place, it is proposed that an interim arrangement should be observed to transition the role of the chair.
- ii. A full induction pack and workshop for Chairs and delegated County Councillors will be put in place, including a run-through of local provision, data reports and expectations of the role as chair, as well as providing an early opportunity for networking between Chairs and an introduction to the KCC officers from EHPS. This will include a centralised co-ordinated launch to introduce Members to their relationship with these meetings, proposed agendas and outcomes as well as a forward plan of meeting dates.
- iii. The data reporting will be developed through the use of Power BI, to ensure that the information is relevant and digestible to drive local activity through the meetings. This will include multi-agency data, provided via KCC's Business Development and Support (SBDI) Team, to ensure that it is reflective of the 0-25 HWB priorities. This work is being taken forward by the Children's Services Assurance Board, with close alignment to the developments of a CYPE Cabinet Committee Scorecard.
- iv. The feedback from Chairs and CYPE Cabinet Committee, regarding the importance of meaningful engagement from young people is reflective of the [Department for Education Statutory Guidance for Local Authorities on Service and Activities to Improve Young People's Wellbeing \(2012\)](#), whereby it states that: *Local authorities must take steps to ascertain the views of young people and to take them into account in making decisions about services and activities for them, in line with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC). They should establish and maintain structured arrangements for doing so. To inform continuous improvement, these arrangements should enable young people to inspect and report at least annually on the quality and accessibility of provision. As appropriate they should also be involved actively in service design, delivery and governance.*

In support of this, a training session for Chairs and delegated County Councillors on Youth Engagement will be arranged, via KCC's Youth Participation Team. This will enable chairs to maximise the opportunities to capture the VoC. Appendix D provides an outline proposal for this training.

**Recommendation(s):** The Children's, Young People and Education Cabinet Committee is asked to consider and endorse or make recommendations to the Cabinet Member for Children, Young People and Education on the proposed decision to:

- a) AGREE the proposed district-based governance structure for 0-19 (and up to 25) years non-statutory children's services.

**Report Authors**

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**Relevant Directors**

Stuart Collins  
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## KENT COUNTY COUNCIL – PROPOSED RECORD OF DECISION

**DECISION TO BE TAKEN BY:**

**Roger Gough, Cabinet Member for Children, Young People and Education**

**DECISION NO:**

**19/00007**

Unrestricted

Key decision: Yes

**Subject: Review of district governance structures for 0–19 (and up to 25) non-statutory children’s services**

**Decision:** As Cabinet Member for Children, Young People and Education, I propose to:

- a) AGREE the proposed district-based governance structure for 0-19 (and up to 25) years non-statutory children’s services.

**Reason(s) for decision:**

1.1 There are currently three very distinct and separate strategic governance structures in place to support key related elements of the non-statutory Children’s Services offer.

1.2 District Advisory Boards (DABs) are in place in every district to support the partnership working and local delivery of children’s centres (0-8 years). Youth Advisory Groups (YAGs) are in place in every district to support the partnership working and local delivery of youth provision (8-19 years) and Local Children’s Partnership Groups (LCPGs) are in place in every district to support the partnership working and local delivery across a range of partnership priorities (0-19 years).

1.3 There are similarities in the organisations and individuals attending the three groups and meetings frequently duplicate areas for discussion. Various group members also described an apparent lack of co-ordination or joint work across the three groups where the potential for shared outcomes is not clearly defined or understood.

1.4 The review explored the current structures and arrangements provided by these three groups which when joined together have significant oversight and influence in the delivery of a range of non-statutory multi-agency service provision across the 0-19 (up to 25) year age ranges.

**Equality Implications**

An EqIA was completed as part of the process. It is not expected that the proposed changes to district governance structures for 0-19 (and up to 25) non-statutory children’s services will have a negative impact on direct service delivery.

Positive impact is expected as a result of the proposed bi-annual conversations (building on the current YAGs and DABs), in that these will facilitate a more meaningful engagement with young people and parents. This is also supported through the proposed Youth Engagement training for LCPG Chairs.

**Financial Implications**

Potential savings will be made by streamlining the meetings.

**Legal Implications**

Governance, where it found that, whilst each group had terms of reference, there was a mixed purpose of both strategic and operational discussions. There was evidence of duplications of discussions, priorities and membership.

It was suggested that improvements in alignment of approaches and a clear reporting line to a countywide strategic Board, such as the 0-25 Health and Wellbeing Board would bring significant clarity to the remit of the groups and would help to ensure a single focus across the whole 0-25 spectrum of need.

**Cabinet Committee recommendations and other consultation:**

In May 2018, Children, Young People and Education (CYPE) Cabinet Committee agreed for officers to undertake a review into the governance structures and remit of Local Children's Partnership Groups (LCPGs), Youth Advisory Groups (YAGs) and District Advisory Boards (DABs).

In September 2018, CYPE Cabinet Committee discussed the findings of the review and proposed options where opportunities co-ordination and aligned governance had been identified. It was agreed that the Cabinet Member and officers should continue exploring the identified opportunities and hold robust discussions with the Chairs of the existing groups, to return to Cabinet Committee in January 2019, with a final set of proposals.

**Any alternatives considered and rejected:**

The review explored the current structures and arrangements provided by these three groups which when joined together have significant oversight and influence in the delivery of a range of non-statutory multi-agency service provision across the 0-19 (up to 25) year age ranges. The review was informed by a field work study of the existing arrangements for each of the three groups.

**Any interest declared when the decision was taken and any dispensation granted by the Proper Officer:** None

.....  
**signed**

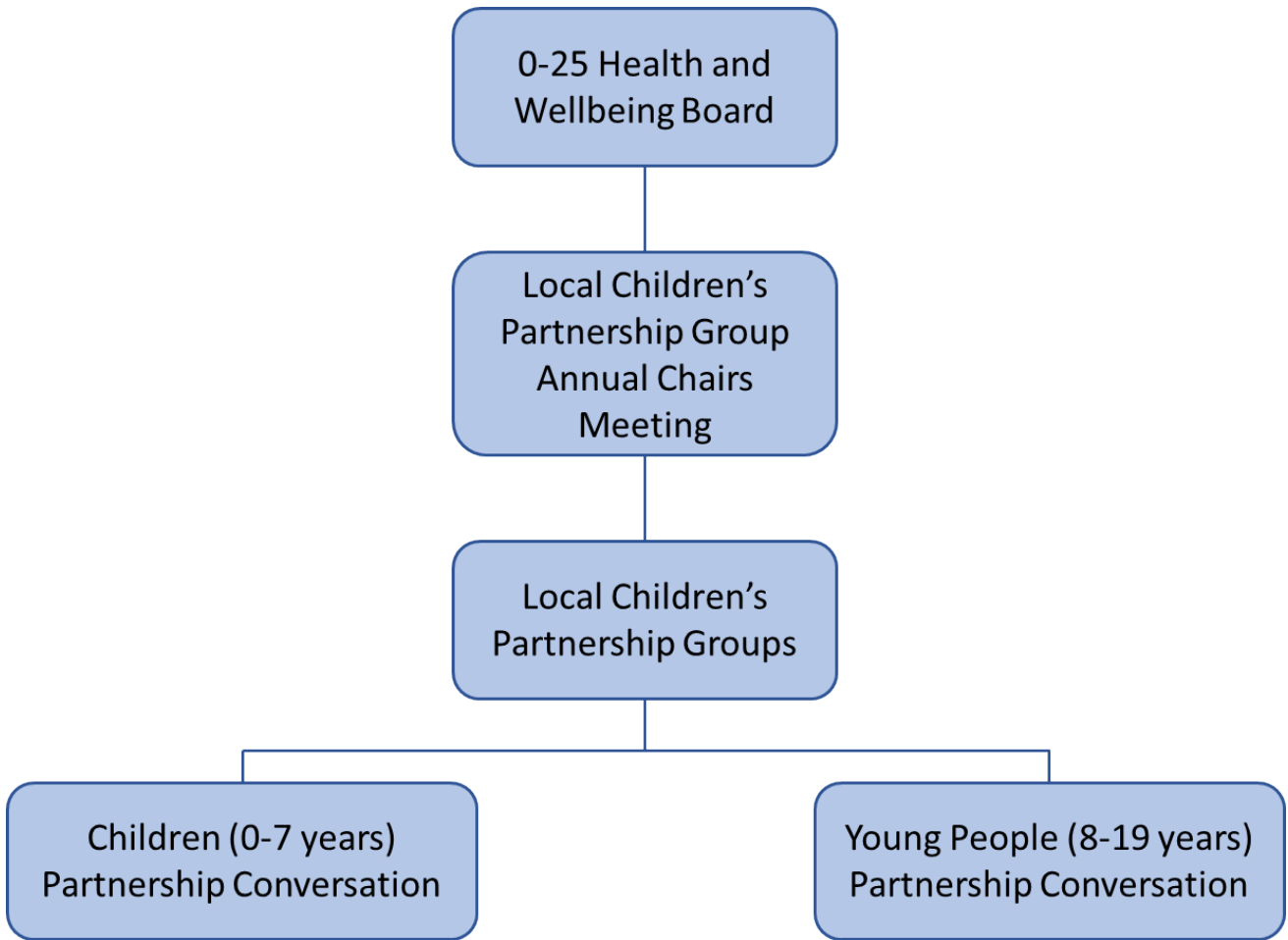
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## Appendix B: Summary of Field Work Results

	LCPGs	YAGs	DABs
<b>Areas of commonality</b>	<ul style="list-style-type: none"> <li>• Strategic governance structures unclear and lack of accountability from partner organisations to deliver agreed actions</li> <li>• Lack of join up with wider strategic forums</li> <li>• Crossover of targets, priorities and resulting discussions</li> <li>• Element of LCPG dashboard are reflected in DAB/YAG targets</li> <li>• Some cross representation but variance in attendance and participation and insufficient strategic alignment</li> <li>• Duplicated discussions at meetings due to different membership</li> <li>• All rely on KCC EHPS to co-ordinate and take action</li> <li>• YAG and DAB have significantly more similarities as focused on stakeholder engagement</li> <li>• Lack of focus on 5 – 10-year olds who fall outside of the YAG and DAB remit</li> <li>• Lack of clarity as to whether a strategic or operational forum</li> </ul>		
<b>Strengths - what is working well</b>	<ul style="list-style-type: none"> <li>• Wide range of partners</li> <li>• Single strategic multi-agency group covering 0 – 25 years</li> <li>• Co-ordination by EHPS with some sub groups</li> <li>• Decision making, and monitoring of Early Help grants</li> <li>• Some involvement of voluntary sector</li> <li>• Partners value networking to hear other perspectives</li> </ul>	<ul style="list-style-type: none"> <li>• Key operational leaders and practitioners attend and align approaches</li> <li>• Some groups well attended</li> <li>• Local action plans agreed collaboratively based on needs</li> <li>• Opportunity for young people to express views and influence decision makers</li> <li>• Good forum for information sharing on youth offer and networking for all youth providers</li> </ul>	<ul style="list-style-type: none"> <li>• Key operational leaders and practitioners attend and align approaches</li> <li>• Some groups well attended with a range of partners</li> <li>• Well established and functioning annual conversation review process</li> <li>• Annual review of data</li> <li>• Partners reviewing progress against action plans and service delivery</li> <li>• Good forum for information sharing and networking for all local early year's services</li> </ul>
<b>Development - what needs to improve</b>	<ul style="list-style-type: none"> <li>• Clarity on interface and links with other groups – where working to achieve outcomes and reporting structures/expectations/mechanisms between three groups and HWBB</li> <li>• Better representation, attendance and participation of partners with the right people attending including</li> </ul>	<ul style="list-style-type: none"> <li>• Greater links with other groups</li> <li>• Clarification on nature of group i.e. operational or strategic</li> <li>• Can be information sharing and networking rather than strategic governance and joint planning and working</li> </ul>	<ul style="list-style-type: none"> <li>• No clear multi-agency governance process if areas need to be escalated</li> <li>• Clarification of nature of groups i.e. operational or strategic as this changes scope of group</li> <li>• Capacity of partners with some attending several meetings</li> </ul>

	<b>LCPGs</b>	<b>YAGs</b>	<b>DABs</b>
	<p>schools. Where schools attend it is more meaningful</p> <ul style="list-style-type: none"> <li>• Strengthen the 0 – 25 preventative work, early years and health as currently mainly school age focus</li> <li>• Increased involvement of voluntary organisations</li> <li>• Better use of resources attached to operation of meetings</li> <li>• Meetings can be more constructive and efficient</li> <li>• Strategic feedback should be shared from all partners to allow better joined up working</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance and active participation need to improve</li> <li>• Accountability of partners and lack of commitment from some attendees to contribute to action plans</li> <li>• Capturing service user voice</li> <li>• Operational sub groups in place in one district</li> <li>• There should be less pressure to involve young people as there are better forums available to have interface with young people</li> </ul>	<ul style="list-style-type: none"> <li>• Would benefit from developing a more strategic early years group</li> <li>• Inconsistent local community partnerships</li> <li>• Needs more scrutiny and challenge to hold agencies to account</li> <li>• Need active participation from agencies to give progress updates</li> </ul>
<b>Governance</b>	<ul style="list-style-type: none"> <li>• Clearer governance to link to HWBB with ‘golden thread’ co-ordinating work and responsibilities</li> <li>• Needs official buy in and accountability around delivery</li> <li>• Some chairs meeting regularly and feed into local Health and Wellbeing groups.</li> <li>• Meets bi-monthly</li> </ul>	<ul style="list-style-type: none"> <li>• Unclear governance</li> <li>• Need to ensure LCPG is informed of priorities</li> <li>• Chairs meet regularly with EHPS</li> <li>• County interface with YAG is limited</li> <li>• Quarterly meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Unclear governance – focus appears to be SureStart rather than strategic needs 0 – 8 yrs</li> <li>• No longer regular reporting process</li> <li>• EHPS overseeing review</li> <li>• DAB chairs report to twice yearly meetings</li> <li>• Quarterly meetings</li> </ul>
<b>Data</b>	<ul style="list-style-type: none"> <li>• Dashboard/scorecard in place but not effective as information difficult to understand, not up-to-date and inaccurate</li> <li>• Improved and more meaningful data set is needed to determine progress</li> <li>• Local action plans in place</li> </ul>	<ul style="list-style-type: none"> <li>• Data packs in place</li> <li>• Annual youth action plan monitors progress against agreed priorities</li> <li>• Better links to outcomes</li> <li>• Lack of insight into district issues</li> </ul>	<ul style="list-style-type: none"> <li>• Data pack in place</li> <li>• Annual measures are useful to show progress being made and direction of travel</li> <li>• Better links to outcomes</li> <li>• Sharing of health and other agency data would be useful</li> </ul>

**Appendix C: Proposed District Governance Structure**



## Appendix D: Outline Proposal for LCPG Chairs Induction Training

**Coproduction Training Session:** A half day training for staff at all levels across KCC designed and delivered by young people from HeadStart Kent, Kent Youth County Council and Virtual Schools Kent.

- Developing an understanding of coproduction, why we do it and the benefits of coproduction for the organisation and for young people
- An insight to young people in Kent, learning about the pressures & stressors they face in Kent today
- Planning for coproduction and how to make it a success for young people and the organisation
- Understanding where coproduction already happens within the district and across Kent and how to engage with these different groups
- Action planning time to think about and work with the young people to plan how children, young people and parents/carers can be involved in the design, delivery and evaluation of services

Recruitment of young people from local groups to deliver this training should be ongoing. All resources for training the young people will be made available to Youth Hub Delivery managers to ensure it is continued locally.

HeadStart Kent plan to develop this course into an eLearning course, as part of their Sustainability Plan. This will be developed following further rollout of the staff training and feedback from staff, to be completed by the end of the HeadStart programme.

**Practical Resources for Engagement:** This half day session will focus on strengthening the skills of participants to ensure they have practical tools and activities for engaging young people in discussions and capturing their voice in informal and creative ways to influence decision making.

This can be delivered centrally as part of general programme of training by Youth Participation Coordinator twice a year, or locally in areas by Youth Hub Delivery Managers. In this case the session plan, resources and a practical resources toolkit will be available via the HeadStart Resilience Hub.