

**EDUCATION AND YOUNG PEOPLE'S SERVICES CABINET  
COMMITTEE**

MINUTES of a meeting of the Education and Young People's Services Cabinet Committee held in the Council Chamber, Sessions House, County Hall, Maidstone on Thursday, 30 March 2017.

PRESENT: Mr L B Ridings, MBE (Chairman), Mrs P T Cole (Vice-Chairman), Mr D Brunning, Mr G Cowan, Mr M J Horwood, Mr S C Manion, Mr M J Northey, Mr J M Ozog, Mr Q Roper, Mr C R Pearman, Mrs P A V Stockell, Mr T L Shonk and Mr M J Vye

ALSO PRESENT: Mr R W Gough, Mr P M Hill, OBE and Mr P J Oakford

IN ATTENDANCE: Mr P Leeson (Corporate Director Children, Young People and Education), Mr S Bagshaw (Head of Fair Access), Mr Willett (Interim Director of Education Quality Standards), Mrs A Hunter (Principal Democratic Services Officer) for minutes 5 to 12, Miss E West (Democratic Services Officer) and Mrs L Whitaker (Democratic Services Manager (Executive)) for minutes 13 to 23.

**UNRESTRICTED ITEMS**

**5. Apologies and Substitutes**  
*(Item A2)*

Apologies for absence were received from Mr Truelove and Mr Tear.

**6. Declarations of Interest by Members in items on the Agenda**  
*(Item A3)*

No Declarations of Interest were made, however during the Kent Post 16 Transport Policy Statement (item C5), Mrs Cole made a Declaration of Interest as her son has a post 16 travel card.

**7. Minutes of the meetings held on 17 January, 1 February and 7 March 2017**  
*(Item A4)*

Resolved that the minutes of the meetings held on 17 January, 1 February and 7 March 2017 are now correctly recorded, and they be signed by the Chairman.

**8. Verbal updates**  
*(Item A5)*

1. Mr Oakford, Cabinet Member for Specialist Children's Services, gave the following update:
  - a) OFSTED had confirmed that there will not be any formal result known until after the 'purdah' period, although there were signs of progress being made.

b) Mr Oakford, Cabinet Member for Specialist Children's Services, drew the Committee's attention to Unaccompanied Asylum Seeking Children (UASC), confirming that the UASC under 18 year olds in Kent has dropped by half since the peak of 2015. Arrivals continued to be very low, the majority of these children had now moved on outside of Kent through the National Dispersal Programme. Since the programme started, 311 young people had been dispersed to other Local Authorities. 2 reception centres have closed and there were only 7 young people in the Millbank reception centre.

2. Mr Hill, Cabinet Member for Community Services, gave the following update:

a) The second phase of the Troubled Families' programme has now been running for 1 year. During the second phase, the number of troubled families had increased dramatically and the amount of money available had reduced which made this very challenging.

**9. 17/00013 Proposal to expand Deal Parochial CE Primary School, by 1FE, from September 2018**

*(Item B1)*

1. Mr Adams, Area Education Officer (South Kent), confirmed that the consultation regarding the expansion of Deal Parochial CE Primary School had been undertaken and the majority were in favour, including the Head Teacher, the governing body and the Parish Council. Mr Adams reported that there were an estimated 1,000 housing units coming through. The key issues which had arisen through the consultation process were the concerns around the design, traffic and access, and whether other schools should be expanded instead of Deal. The comments were taken on board.

2. A Member commented on the need to plan for secondary school places. In response to the question, Mr Adams said that the priority was to ensure there were sufficient places for children.

3. RESOLVED – That the Cabinet Committee endorsed the proposed decision of the Cabinet Member for Education and Health Reform to:

(i) Expand Deal Parochial CE Primary School by 1FE from September 2018, subject to planning approval.

And subject to no new objections to the public notice:

(ii) Implement the proposals for September 2018.

(iii) Authorise the Corporate Director - Education and Young People's Services to issue a Public Notice to expand Deal Parochial CE Primary School by 1FE, with a published admissions number of 60 from September 2018 (subject to planning permission being granted);

(iv) Allocate £2.85 million from the Education and Young People's Service Capital budget;

(v) Authorise the Director of Infrastructure, in consultation with the General Counsel to enter into any necessary contracts/ agreements on behalf of the County Council; and

(vi) Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts. Variations to contract value to be no more than 10% above the capital funding agreed by the Cabinet Member without requiring a new Record of Decision.

**10. 17/00022 - Proposal to permanently expand Mayfield Grammar School, Gravesend, from a PAN of 145 to 180**  
*(Item B2)*

1. Mr Watts, Area Education Officer (North Kent), said the proposal to expand Mayfield Grammar School in Gravesend would maintain an element of proportionality between selective and non-selective schools. Mr Watts brought the current pressures in the area to the Cabinet Committee's attention and explained that this was due to oversubscription within the admissions criteria. The report requested a maximum sum of £5.2 million for the expansion and Mr Watts confirmed that the team were working closely with the Education Funding Agency as the School was eligible for the Priority Schools Build Programme. The Head Teacher and Governing Body fully supported the proposal.

2. RESOLVED – That the Cabinet Committee endorsed the proposed decision of the Cabinet Member for Education and Health Reform to:

(i) Allocate a sum of up to £5.2 million from the Education and Young People's Services Capital Budget to fund any necessary additional works or variations to accommodation.

(ii) Authorise the Director of Infrastructure, in consultation with the General Counsel, to enter into any necessary contracts/ agreements on behalf of the County Council.

(iii) Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts.

**11. 17/00015 -Proposal to increase the physical capacity of Meadowfield (Foundation Special) School from September 2017**  
*(Item B3)*

1. Ms White, Area Education Officer (East Kent), reported on the case for the allocation of capital funding to provide sufficient accommodation for the increased number of pupils that Meadowfield Special School had been taking over a period of years. A proposal may be brought forward in the future to increase the designated number permanently from its current 209 to 270; following consultation and investigation into the accommodation that could be put on site to provide for the additional numbers of children. The Head Teacher and Governing Body fully supported the proposal.

2. Ms White confirmed that an Equality and Impact Assessment had been undertaken, but a more detailed Assessment would be required for the permanent expansion of the School.

3. RESOLVED that the Cabinet Committee endorsed the proposed decision of the Cabinet Member for Education and Health Reform to:

(i) Allocate £1.14 million from the Education and Young People's Service Capital budget;

(ii) Authorise the Director of Infrastructure, in consultation with the General Counsel to enter into any necessary contracts/ agreements on behalf of the County Council; and

(iii) Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts. Variations to contract value to be no more than 10% above the capital funding agreed by the Cabinet Member without requiring a new Record of Decision.

**12. 16/00139 Proposal to expand Regis Manor Primary (Academy) School, increasing the capacity from 420 school places to 630 school places and increasing the PAN from 60 to 90 for Year R entry in September 2018**  
*(Item B4)*

1. Ms White confirmed that the need to expand Regis Manor Primary School had been identified as part of the Kent Commissioning Plan in response to the growing need for primary places in North Sittingbourne. Consultation was undertaken by Swale Academies Trust and 118 responses were received. The majority of the responses that were against the proposal came from residents who had concerns around the parking arrangements and traffic which will be taken into account as part of the planning consultation. There would be an additional and new access to the rear of the school which would provide additional access and distribute the pressure, a drive in/drop off point and additional parking in order to deal with current and future pressures arising from the increase in pupil numbers.

2. RESOLVED – That the Cabinet Committee endorsed the proposed decision of the Cabinet Member for Education and Health Reform to:

(i) Allocate £3.3m from the Education and Young People's Service Capital budget;

(ii) Authorise the Director of Infrastructure, in consultation with the General Counsel to enter into any necessary contracts/ agreements on behalf of the County Council; and

(iii) Authorise the Director of Infrastructure to be the nominated Authority Representative within the relevant agreements and to enter into variations as envisaged under the contracts. Variations to contract value to be no more than 10% above the capital funding agreed by the Cabinet Member without requiring a new Record of Decision.

This proposal is also subject to agreement from the Secretary of State for Education and Planning Agreement.

**13. Special Educational Needs and Disability (SEND) Strategy 2017-2019**  
*(Item B5)*

1. Mr Gough, Cabinet Member for Education and Health Reform, reported on current success of the Special Education Needs and Disability (SEND) Strategy and said that a great amount had been done in terms of delivering the 2013-2016 strategy. Mr Gough confirmed that there was still a significant amount to be achieved and some of the SEND targets had shifted. Much of the work had been around implementation of the Act, achieving significant culture change within the organisation, ensuring that the team moved ahead rapidly with conversions of statements to Education, Health and Care plans, and that the delivery of assessments took place within a tighter frame work. Mr Gough explained that the main focus had been on High Needs Funding within mainstream education. There were many challenges ahead and there was more to do in the area of attainment, the post 16 provision and in partnerships.
2. In addition to Mr Gough's points, Mr Leeson, Corporate Director - Education and Young People's Services commented on the SEND Strategy progress and the need to keep pace with changing needs and levels of demand. Mr Leeson explained that KCC had invested in improving and expanding special schools which not only had provided better accommodation but also provided 350 additional places. Mr Leeson said that the most important objective of the strategy was to ensure that children with SEN were getting a good education and achieving good progress. The special schools in Kent were good or outstanding and nearly all of the children with SEN were going to a good or outstanding school. Attainment and progress rates improved for children with SEN. However, whilst progress rates have improved and compared more favourably with other similar children nationally in Primary schools, KS4 and GCSE progress rates were below national comparisons for children with SEN. The number of children with autism and speech, language and communication difficulties continued to increase. Mr Leeson said it was a core requirement to provide for the needs of children with SEN across all schools. Going forward, the aim was to make sure the attainment levels continued to improve and ensure the right provision is in the right place.
  - (a) In response to a question relating to the requirement to change from an SEN to the Education Health and Care Plan, Ms Ely, Head of SEN Assessment and Placement said that the new Education Health and Care Plan introduced a single assessment and plan from birth to 25 and focussed on the long term outcomes as well as introducing the rights of appeal.
  - (b) In response to a question relating to the involvement of agencies, Ms Ely confirmed the different statutory provisions for the Local Authority and explained that the principal objective was the opportunity for greater involvement. The team had invested in working alongside colleagues from other agencies.
  - (c) In response to a question relating to how the evidence of success was captured, Mr Leeson said that the special schools in Kent were assessed as

good or outstanding and that achievements were being monitored in a more systematic way.

- (d) In response to a question relating to the transition process as an individual reaches the age of 18, Mr Leeson confirmed that a 0-25 disabled people's service was being introduced in Kent which would provide a smoother transition into adult services. The current priority was to make sure the transition planning that took place at age 14 clearly mapped the pathways for every young person. By the age of 16, there was a clear understanding of what would happen for them.
- (e) In response to a question, Mr Leeson confirmed that in order to get an Education Health and Care plan, a statutory assessment was required. The resources for High Needs Funding have increased in mainstream schools from £8 million to £22 million which allowed children with SEN in mainstream schools to be supported with additional resources without the need for the statutory plan. In terms of advice for parents, the parents' forum provide independent advice for parents and a local offer had been developed which was available for parents to provide a good understanding of the range of support that was available in the school.
- (f) In response to a question, Mr Leeson confirmed that if there was a health need there would possibly be a case for an Education Health and Care plan, depending on the circumstance. Ms Ely followed on from Mr Leeson's comments by stating that the length of absence from the classroom resulted in gaps in their learning. The website 'KELSI' was used to provide guidance to schools regarding the health needs of children and provide guidance to putting forward health plans of children.
- (g) In response to questions relating to potential bullying and receiving additional support, Ms Ely said there was a requirement for schools to inform parents when children were added to the SEN register, but parents do not have to give consent for their children to be on the SEN register. Mr Leeson confirmed that one of the key ways that governors could discharge their duty was to demonstrate they had discharged their duty of 'best endeavours' and to be clear on the resources that the school had for SEN support and how that resource is being used.

3. RESOLVED - That the progress in delivering the SEND Strategy be noted.

- (i) The proposed decision to approve the new revised Kent SEND Strategy for 2017-19 which sets out the Council's priorities for action leading up to 2020 be endorsed.

**14. 17/00039 Revised 14 - 24 Learning, Employment and Skills Strategy 2017 - 2020**  
(Item B6)

- 1. Mr Gough reported on the Revised 14 - 24 Learning, Employment and Skills Strategy confirming the 4 key areas of focus: raising attainment, boosting technical education and apprenticeships, increasing participation and employment and supporting vulnerable learners. Mr Leeson discussed the redesign of the Education and Skills landscape in Kent and said this would create much more

organised, coherent, technical and vocational offers for children and young people and provide the curriculum pathways and opportunities for new qualifications to become more available to young people. Significant progress had already been made and apprenticeships in Kent were expanding. The number of young people who are NEET in Kent had gone down to 2.9% from 5-6%, but there were still challenges providing the right level of courses and qualification routes for young people who had lower starting points at the age of 16.

2. Sue Dunn, Head of Skills and Employability commented on the work evidenced as 'good practice' in terms of providing pathways for young people. Young people in schools now have the opportunity of an academic or technical pathway, and also a pathway into employment. A number of schools working with vulnerable young people were offered a very focused and targeted programme to provide the young people with basic skills in English and Maths and to get the young people into employment and training. Around 500 young people have applied for apprenticeships within the last 6 months through the 'Made In Kent' campaign, digital communication and social media contributed to its success. The target of over 3,000 16 to 18 year olds taking apprenticeships was exceeded last year. The main priority was to make sure that vulnerable young people had the opportunity to move into sustained employment opportunities. A supported internship programme has been introduced this year and 90% of the young people involved in the programme are now either in full employment or have gone into a college programme.

a) In response to a query relating to the high number of young people out of employment, Mr Leeson said the work of the Virtual Schools Kent that takes place in schools and colleges and with the Skills and Employability team had been co-ordinated more effectively in order to ensure that children in care were fully supported and did not end up becoming NEET. The numbers have been significantly high but have recently dropped. The main priority is to make sure that the right courses and support are available for the young people.

3. RESOLVED – That the proposed decision of the Cabinet Member for Education and Health Reform be endorsed:

(i) To approve the revised strategy towards achieving the new priorities and new key performance indicators of the 14 – 24 Learning, Employment and Skills Strategy from 2017 to 2020 be endorsed.

**15. 17/00037 The HeadStart Programme in Kent**  
(Item B7)

1. Mr Gough and Mr Leeson reported on the HeadStart Programme in Kent and explained that the main focus of the programme relates to resilience, tackling emotional mental health and emotional wellbeing issues particularly for those aged 10-16. Mr Leeson referred to the importance of the commissioning of Child Adolescent Mental Health Services and the development of the Education Health Needs service which supported schools to support children with emotional difficulties; and the work that had been carried out with public health to ensure mental health and emotional wellbeing were a much stronger feature of the work school nurses do. Kent had received £10 million through the lottery fund to carry out the HeadStart work which has been introduced following pilot work. The

programme is going to play a very significant part in building up the capacity of schools to support children with those needs with the additional resources received.

2. Stuart Collins, Interim Director of Early Help and Preventative Services, confirmed that the programme had been delivered in collaboration with schools and was a co-designed programme with children and young people. It was essential that the programme was perceived as part of the wider emotional health and wellbeing pathway and was aligned to the work that had been carried out previously. Mr Collins also said it was important that the programme was sustainable, accessible and embedded in schools.
3. RESOLVED – That the HeadStart Kent programme is implemented in line with the requirements of the Big Lottery Grant Agreement and as set out in the report.
  - (i) The necessary procurement exercises undertaken for goods and services required to deliver the programme.
  - (ii) Authority is delegated to the Corporate Director of Education and Young People's Services to award the necessary contracts for HeadStart Kent to justify providers selected through the procurement process and to award the HeadStart Kent grants to selected schools to deliver the HeadStart Programme in accordance with the Big Lottery Grant Agreement.

**16. Work Programme 2017-18**  
*(Item C1)*

1. Mrs Whitaker, Democratic Services Manager (Executive) presented the work programme for the committee.
2. RESOLVED – That the Work Programme for 2017-18 be noted.

**17. Education and Young People's Services Directorate Business Plan 2017- 8**  
*(Item C2)*

1. Mr Leeson provided an update on the Education and Young People's Services Directorate Business Plan.
2. RESOLVED That the Business Plan 2017-18 be endorsed.
  - (i) It be noted that the Directorate Business Plan would be published online in April 2017.

**18. Risk Management: Education and Young People's Services**  
*(Item C3)*

1. Mr Scrivener, Corporate Risk Manager commented on the risks that were discussed in the Committee as normal business throughout the year and explained that it helps to give an overall view of the key risks in one place and look at risks that could impact objectives going forward.



2. Mr Leeson confirmed that there are a small number of high level risks. Including an overspend on SEN and delivering school places to meet the increased pupil numbers particularly as funding and the sponsorship of new schools depend on the Education and Skills Funding agency to provide the resources.
  - a) Mr Leeson responded to questions by confirming that there were often shortfalls in the funding provided by the Government in terms of Capital programme. However, the most serious challenge was the way in which the work was being managed within the EFA.
3. Mr Abbott, Director of Education Planning and Access confirmed that the position with the EFA had changed over the past couple of months, so there are now a few areas where schools sponsors have not come forward where there is the clear demographic pressure emerging those children are currently in primary school, without the sponsor, the Department for Education have decided that they will no longer make speculative purchases. Mr Abbott highlighted the issues and consequences that KCC may face if projects are not delivered on time. Temporary arrangements may have to be made with the possibility of an extra cost requirement and more budget pressure. Mr Gough also commented on the changing position with the EFA and reoccurring risks due to funding implications. Mr Leeson also touched upon the way in which EFA operate and the expenditure.
  - a) Comments were made about the EFA's decision not to fund new free schools or academies unless a sponsor was in place and potential impact on the provision of additional school places.
  - b) Comments were made about the potential loss of 30 hours free child care and its impact on poorer areas of the country and;
  - c) Comments were made about the persistent underperformance in particular schools.
4. RESOLVED – That the directorate risk register and relevant corporate risk outlined in appendices 1 and 2 of the report be noted.

**19. Elective Home Education (EHE), Children Missing Education (CME) Update**  
(Item C4)

1. Mr Gough gave an update on EHE and CME and explained that the choice of parents to Home Educate must be respected. The data has shown an increase in the number of children recorded as EHE who came into various vulnerable categories that were often being advised into EHE at some stage, often coming into secondary school.
2. Mr Leeson said there were currently over 1,700 children in Kent that are being home educated. This number had increased significantly over the last few years which was a concern if those children were not receiving a suitable education, if their wellbeing was not being assured or if there were safeguarding concerns. If not enough is done to help these young people then they may end up becoming 'NEET'.

3. Mr Bagshaw commented on the high numbers of children being home educated and explained that although the numbers were high, about half of these children are dedicated consistent home educators. The rest of these children and families are being supported with an education access in an educational setting. Of over 1,000 home visits last academic year, only 50 were declined which is a very positive statement.
  - a) In response to a question, Mr Bagshaw said the authority worked with parents to support guidance and support families who choose to home educate and re-integrate children into schools where appropriate.
  - b) In response to a question, Mr Bagshaw said that the increase in the number of children being educated at home in particular could be related to the nature of communities within the area, pressure on school places or the failure to get a place at a preferred school.
4. RESOLVED – That the ongoing approach to Elective Home Education and Children Missing Education adopted by KCC be endorsed including the new approach of the team which will:
  - (i) Ensure all families are contacted within 5 days of option to Home Educate.
  - (ii) Ensure families are given the support necessary to enable their children to return to school after receiving an education from home, without delay.
  - (iii) Signpost home educating to families via a dedicated web page on kent.gov.uk to useful resources and other home educating groups providing clarity on best practice, legislation and what help can be expected.
  - (iv) Expect parents to demonstrate their children are accessing suitable education in line with county EHE Policy to enable the LA to meet its legal obligations.
  - (v) Ensure children registered as missing from education are promptly identified to the relevant departments and agencies until found or shown to be accessing education.
  - (vi) Effectively track and monitor both EHE and CME numbers and associated data to maintain an awareness of vulnerability within the groups and to help influence future policy in this area.

**20. 17/00027 Kent Post 16 Transport Policy Statement**  
*(Item C5)*

1. Mr Leeson, provided a short update on the Kent Post 16 Transport Policy and advised that very little has changed.
2. Mr Bagshaw touched upon Mr Leeson's comments and confirmed that the feedback from the consultation was similar to previous years. Many people had commented on the price increase but the scheme was provided entirely at the discretion of the local authority. The scheme was available to Kent Young Adults to use in evenings and weekends unlike other schemes, so provided access for employment and education.

3. At this point, Mrs Cole made a Declaration of Interest as her son has a post 16 travel card.

4. RESOLVED - That the proposed decision of the Cabinet Member for Education and Health Reform to publish by 31 May 2017 be endorsed.

(i) The proposed Post 16 Transport Policy which is currently out to consultation and remains unchanged from 2016/17 be noted.

**21. Education Trading Services Company Update**

*(Item C6)*

1. Mr Leeson said the Cabinet had approved the establishment of the Education Services Company.

**22. Community Learning and Skills (CLS) - Mid Year review 2016- 17**

*(Item C7)*

1. The Cabinet Member for Communities, Mr Hill, reported on the Community Learning and Skills Mid-Year review, highlighting the challenges that had been overcome as different delivery models had been explored. Mr Hill also commented on the Ofsted report which said that CLS were above the national state average.

2. RESOLVED – That the report and note the performance of Community Learning and Skills over the academic year 2016-17 to date be noted

**23. Education and Young People's Services Directorate Scorecard**

*(Item D1)*

1. Mr Leeson provided a short update on the key performance indicator progress.

2. RESOLVED – That the Education and Young People's Services performance scorecard, which includes all Education and Early Help services be noted.