

MINUTES of the meeting of the **EDUCATION AND SKILLS BOARD** held at 10.00 am on 8 March 2017 at Council Chamber, County Hall, Kingston upon Thames, Surrey KT1 2DN.

These minutes are subject to confirmation by the Board at its meeting on Thursday, 15 June 2017.

(* Present)

Elected Members:

- * Mrs Liz Bowes
- * Mr Mark Brett-Warburton (Chairman)
- * Mr Ben Carasco
- Mrs Carol Coleman
- * Mr Robert Evans
- * Mr Denis Fuller
- * Mr David Goodwin
- Mr Stephen Green
- * Mrs Margaret Hicks
- * Mr Colin Kemp
- * Mrs Marsha Moseley (Vice-Chairman)
- * Mr Chris Norman
- * Mr Wyatt Ramsdale
- * Mr Chris Townsend

Co-opted Members:

- * Mr Stuart Getty, Parent Governor's Association
- * Mr Simon Parr, Diocesan Representative for the Catholic Church
- * Mr Mike Wainhouse, Parent Governor's Association
- Mr Stephen Green, Diocesan Representative for the Anglican Church

Substitute Members

- * Mr Colin Kemp

Members in attendance

- * Mrs Linda Kemeny, Cabinet Member for Schools, Skills and Educational Achievement
- * Mrs Mary Lewis, Cabinet Associate for Children, Schools and Families
- * Mr Ernest Mallett

1/17 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS, AND GLOSSARY OF TERMS [Item 1]

Apologies were received from Carol Coleman and Stephen Green. Colin Kemp substituted for Carol Coleman.

2/17 MINUTES OF THE PREVIOUS MEETING: 24 NOVEMBER 2016 [Item 2]

The minutes of the previous meeting were approved as a true and accurate record.

3/17 DECLARATIONS OF INTEREST [Item 3]

Robert Evans declared a non-pecuniary interest as a teacher at Royal Holloway
Liz Bowes declared a non-pecuniary interest as an Ofsted inspector.
Colin Kemp declared a non-pecuniary interest as the director of the Surrey Training Schools Network.

4/17 QUESTIONS AND PETITIONS [Item 4]

There were no questions or petitions received.

5/17 RESPONSES FROM THE CABINET TO ISSUES REFERRED BY THE SCRUTINY BOARD [Item 5]

There were no responses from the Cabinet to issues referred.

6/17 RECOMMENDATION TRACKER AND FORWARD WORK PROGRAMME [Item 6]

Witnesses:

Leigh Middleton, Senior Manager Business Development

Declarations of Interest:

None

Key points raised in the discussion:

1. Several concerns were raised by Members, highlighting that the figures in Annex A did not provide a detailed overview as requested in the recommendation referenced ESB 20/2016. Members highlighted that there was a necessity to draw out why the service was paying significantly more than other statistical neighbours for SEND Transport. Officers noted that there was a significant amount of work underway to draw this information out and the Independent Travel

Training (ITT) offer was one aspect of this that would be explored.

2. It was explained by officers that a significant factor for high costs within Surrey was due to the location of SEND provision within the county and that this served to increase travel distances.
3. Officers shared with Members a modelling system to determine the length of routes that were operated within Surrey, highlighting that this was a useful tool to visualise the issue and also that it was effective at allowing officers to establish more efficient ways of providing transport. Members highlighted this software as a significant improvement on previous models and praised the service for actively working to clarify the cost issue that is apparent from SEND Travel provisions.
4. It was noted that there was consultation underway with parents to ascertain potential future savings options, including parents delivering their own travel, ITT, a short trips model and other methods of delivery. However, Members requested caution within the service that quality of provision must be maintained as the primary concern for the service, rather than cost saving.
5. Members noted the interconnected nature of SEND transport issues and highlighted that change would require a significant culture shift within the service. However, the Board noted the positive progress of the service and requested that updates be brought to the Board to follow this.

Recommendations:

1. For Officers to provide a detailed report covering: further details regarding the Council's comparative SEND travel spend, and other options and proposals for further future savings in SEND transport.

7/17 30 HOURS FREE CHILDCARE FOR ELIGIBLE WORKING PARENTS [Item 7]

Witnesses:

Julie Page, Early Years Sector Development Manager
Jo Jarvis, Assistant Head, Epsom Primary School
Frank Offer, Head of Market Strategy

Declarations of Interest:

None

Key points raised in the discussion:

1. Officers explained to the Board that the Early Years and Early Help services were being designed as an integrated service as part of the Children, Schools and Families Commissioning Programme. It was highlighted that, as part of this integration there were savings and culture changes being undertaken within the service and that a new

Supporting Families Manager had been appointed to support this.

2. Officers highlighted there had been consultation with the childcare sector relating to the implications of the National Funding Formula and the potential issues that 30 hours provision would have on the sector. It was explained that this shift would likely create some difficulties for providers, particularly smaller ones. Members were informed that the funding rate for providers would be agreed in Cabinet on Tuesday 28 March 2017.
3. It was highlighted that the service had a support fund available to help limit the potential issues that may arise in the childcare sector as a result of the change in provision requirements. It was noted that there would be a requirement for 31,000 places for children as a response to the new 30 hours provision. Officers highlighted that the service held a statutory responsibility under the provisions of the Children's Act (2014) to provide 30 hours free childcare and that the service had a Sufficiency fund, provided by the County Council, and a Sustainability fund, provided by central government, to ensure that this statutory provision is met.
4. It was noted by officers that approximately 8,450 children would be effected by the new rules of provision and that a website was in development by the Department for Work and Pensions (DWP) that would give parents the accessibility to check eligibility for 30 hours childcare provisions.
5. It was explained that the majority of families eligible for 30 hours childcare provision would be likely to apply for it, reflecting on trends from current 15 hour provision. Officers also outlined some feedback from parent forums and networks. It noted that there had been a survey undertaken of Surrey parents which outlined that 79% of parents involved were likely to take up the childcare offer and that 43% of that figure were already accessing a similar offer.
6. Officers noted the concern that there was a risk of lack of provision across a significant area of the county. It was highlighted that there were projects in development to alleviate this issue and prepare for the national launch of the 30 hours provision in September 2017.
7. Officers highlighted that parent feedback implied that users of childcare would tend to move to providers offering the 30 hour provision. It was suggested that this would lead to parents driving the market for childcare provision and would encourage providers to set up 30 hour provision to respond to demand.
8. It was highlighted that there was provision for a ceiling of no more than two providers to provide care. However, the majority of parents indicated that they would remain with one provider to maintain continuity of care.
9. Several key risks were highlighted by the service as potential future issues: specialist provision of care for SEND children, and sustainability of care providers.

10. In response to sustainability concerns, officers explained the requirement for the funding mechanism to be robust and streamlined. It was also stressed that a sufficiency team was working closely with providers to resolve potential sufficiency issues with providers and help them remain sustainable.
11. Officers noted that the service was committed to launching on time and that the 30 hour provision was on target for the launch date.
12. The Assistant Head of Epsom Primary School explained that one the biggest concerns for providers was ensuring sufficient childcare places in areas of deprivation. In addition, their school had been creative with regard to remodelling their childcare provisions; offering diverse and comprehensive options for eligible parents.
13. It was noted by witnesses that there was some resistance to the provision changes from some schools, but that attitudes were changing to reflect changing demand.
14. Members questioned whether there was a possibility for childcare provisions to be delivered out of county highlighted that this does happen, and that it also occurred both ways, with children from London and neighbouring counties coming to Surrey based providers.
15. Officers explained that the service had worked closely with the School Commissioning team to ascertain potential places and areas where an influx of new families may cause childcare pressures. It was stressed that a sufficiency audit was undertaken once every three years, with updates per annum, to ensure that the service was prepared for potential demographic changes which could add additional stress to the childcare providers.
16. The service highlighted concerns regarding its ability to provide 30 hours provision across the county evenly, noting several areas that do not have sufficient places currently. Members queried whether the work relating to potential sufficiency issues should have been undertaken sooner. However, officers clarified that this was a piece of work that had been ongoing for significant amount of time, noting that capital projects had begun three years previous and that there were other ongoing projects to help alleviate potential insufficiency issues ahead of the launch in September 2017.
17. The Board questioned what communication and consultation had been undertaken with parents regarding childcare provision. It was highlighted by witnesses that there had been a significant number of communications made via social media, websites, and discussion with community groups with parents.
18. Members raised concerns regarding the National Funding Formula and whether a number of factors were serving to price private sector provision out of the market. Witnesses acknowledged that there were challenges regarding introduction of the Living Wage and changes to business rates that would put pressure on the private sector. However, it was highlighted that the service was working with care providers to

improve their business models to cater for 30 hours provisions.

19. It was noted that the most intensive stream of work undertaken by the service was preparation with schools to improve nursery provision to provide 30 hours free childcare. The Cabinet Member for Schools, Skills and Educational Achievement commented that there was an opportunity for the service to encourage schools to improve school's nursery provision and make better use of premises for this.

Recommendations:

1. The Board requests that Officers return to the Board providing a report covering: the progress made, and updated projections and figures following the introduction of the 30 hours childcare provision.

8/17 SEND TASK AND FINISH GROUP UPDATE REPORT [Item 8]

Witnesses:

Liz Mills, Assistant Director Schools & Learning
Mark Brett-Warburton, Chairman of the SEND Task and Finish Group

Declarations of Interest:

None

Key points raised in the discussion:

1. Members questioned whether there was a potential for duplication of work with regard to SEND issues, particularly noting the high frequency of SEND items that have been received by the Board in the last council year. It was explained that the Task Group was made up of Members of four scrutiny boards and that this had helped create a co-ordinated approach. Officers also highlighted that a refresh of the Terms of Reference for the Task Group in the new council term would serve to clarify issues around duplication of work.
2. Members highlighted that an action plan for future strategic objectives of the Task Group would be built into future work. This would include a quarterly report to the Improvement Board and SEND Task Group. Members noted that the report to the Task Group could help to set out focus for improvement.
3. It was noted that a significant stream of work for the SEND Task Group had been focussed on the response of the Ofsted/Care Quality Commission joint inspection of SEND services, 2016. The service had developed a Written Statement of Action in response to this inspection which would be delivered to Ofsted in March 2017. It was explained that progress reviews regarding the Written Statement of Action would be made with the responsible Cabinet Member, Improvement Board and SEND Task Group.
4. The Cabinet Member for Schools, Skills and Educational Achievement expressed the view that the SEND Task Group was a key outlet for the

improvement of SEND services and that it should provide key input to the improvement process.

Recommendations:

1. The Board notes the progress made by the Joint SEND Task and Finish Group.
2. Democratic Services Officers prepare a new Terms of Reference for the SEND Task Group for the new Council term, and for Members to provide comment and recommendations on its planned work programme.
3. That, following the local elections in May 2017, the SEND Task Group should be reconvened with representation from each of the appropriate scrutiny boards, to continue its work with refreshed Terms of Reference.
4. That the Written Statement of Action is circulated to the Board once published.

9/17 SURREY EDUCATION IN PARTNERSHIP UPDATE REPORT [Item 9]

Witnesses:

Simon Griffin, Programme Manager
Heather Bokota, Graduate Trainee (Leadership)
Liz Mills, Assistant Director Schools & Learning

Declarations of Interest:

None

Key points raised in the discussion:

1. Officers highlighted the engagement process that had been undertaken as part of the Education in Partnership programme, explaining that there had been a wide ranging discussion with the Council's schools and partners. It was explained that there had been a good level of school engagement, with a third of total schools in Surrey actively participating.
2. It was explained that the engagement process was important to the service to help develop its ideas. These themes were expanded upon in the presentation attached as Annex A. It was also noted that this engagement process allowed schools to raise and discuss their concerns. It was highlighted that the discussion during the engagement process was primarily schools led.
3. Officers highlighted several key areas of concern raised by schools; noting that schools were particularly concerned regarding the potential loss of support from the County Council with regard to school improvement. Provision for children and young people with special educational needs and disabilities (SEND), and the implementation of the National Funding Formula was also highlighted as a key issue for

schools, particularly providers in rural areas. It explained that there was a concern that schools could become less inclusive as a result of these changes. However, it was noted that this provided an opportunity to reassess area priorities and imbed positive outcomes for vulnerable learners.

4. There were several positive aspects raised regarding the programme, noting that there was positive feedback relating to how the service was working well in collaboration with schools.
5. Officers highlighted the timeframes for delivery and noted that schools needed to be confident in the transition to a schools led system.
6. It was noted by officers that the funding for schools led improvement represented a redistribution of national funding, and a reduction in the overall amount nationally. It was explained that the figures presented to the Board were not final and subject to revisions by the Department of Education.
7. It was highlighted that there had been positive engagement with local committees, and that these groups had been provided information regarding Education in Partnership proposals. However, officers noted that the service had more work to do to engage with residents more effectively and that local committees could serve to have a role in doing this.
8. It was highlighted by officers that the Children, Schools and Families directorate had refreshed the School Organisation Plan, with the aim of ensuring sufficiency of school places. The Cabinet Member for Schools, Skills and Educational Achievement also noted that the Council could insist that maintained schools take on “bulge” classes to ensure enough school places are available.

Recommendations:

1. The Board recommends that Officers share the Discovery Phase Engagement Feedback document with Local Committee Chairmen.

The Board recommends that Officers to report their progress to scrutiny in due course.

10/17 PROPOSAL FOR IMPLEMENTING INDEPENDENT TRAVEL TRAINING FOR SEND CHILDREN AND YOUNG PEOPLE [Item 10]

Witnesses:

Leigh Middleton, Senior Manager Business Development

Declarations of Interest:

None

Key points raised in the discussion:

1. Officers highlighted that the Independent Travel Training (ITT) scheme was a new scheme to help deliver SEND Transport. It was noted that a similar scheme had been attempted historically, but that it could be successfully relaunched with positive outcomes.

Ben Carasco left the meeting at 12.15pm

2. It was noted that some head teachers had fed back to officers that they considered the Independent Travel Training (ITT) to be a positive initiative and suggested that ITT could be provided to a significant number of children with Special Educational Needs and Disabilities (SEND) who utilise other services, such as private taxis.
3. Members raised concerns regarding the suitability of blanket usage of the ITT method. Officers highlighted that this would not be the case and that there would be a robust process of three separate assessments to determine if a child was suitable to undergo training. It was also stressed that training would only be provided where appropriate to improving outcomes for the child.
4. The officer explained the training programme, highlighting that there would be a six week training period to support children eligible. It was also explained that the support would continue beyond the initial six week period to ensure a sustained level of support for the child.
5. Officers explained that the proposed ITT offer would initially train 90 – 115 children per annum and that provision could be increased upon completion a successful pilot scheme. Officers also explained that if a child who has undergone training changes education provider, the service would provide new training to the child, but that this training would more likely be of lower intensity. Members accepted that this pilot period was necessary to determine effectiveness and capacity but suggested that there could be expansion opportunities for the scheme in the future.
6. Regarding the scheme's finances, it was noted by officers that the Social Impact Bond (SIB) method in this case was the most robust method of delivery, highlighting that the investor takes on the financial risk with training. It was also highlighted that there was support from central government for the scheme with "Big Lottery" development funding.
7. Officers explained that the ITT was part of a wider programme to reduce the Council's spend on SEND transport and that the ITT strategy was an effective immediate cost saving measure.

Margaret Hicks left the meeting at 12.45pm

8. Members questioned whether there were other savings opportunities with regard to improving outcomes and lowering costs through communication with parents. Members highlighted the better level of communication with parents and suggested that this could form a basis to build on for further consultation.

9. Members expressed support for the scheme, agreeing that ITT could serve to provide crucial life skills for children with SEND and improve outcomes for the child.
10. The Board requested that future proposals regarding SEND transport would be brought to scrutiny, when available, at a later date.

Recommendations:

1. The Board supports the implementation of Independent Travel Training.

11/17 EXCLUSION OF THE PUBLIC [Item 11]

The Chairman informed the Board that should any Member had wished to raise any matter relating to the Part 2 Annex [Item 8], that the meeting needed to be taken into a Part 2 session.

The Board had no questions relating to Part 2 items.

12/17 PUBLICITY FOR PART TWO ITEMS [Item 12]

The Board concluded that the items referred to in the Part Two annex should not be made available to the public at this time.

13/17 DATE OF NEXT MEETING [Item 13]

The next meeting of the Board will be held on 15 June 2017 at County Hall.

Meeting ended at: 1.05 pm

Chairman

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30 hours Free Childcare Entitlement

Julie Page, Early Years Sector
Development Manager
8 March 2017



SURREY

The Childcare Act 2016

- Changes the duty on local authorities
- 3 and 4 year old offer of 15 hours increased to 30 hours for eligible working parents
- From 1 September 2017



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Eligibility

- Both parents are working or the sole parent is working in a lone parent family
- Each parent has a weekly minimum income equivalent to 16 hours at national minimum wage, £107 per week or £5,574 per year or living wage, £115 per week or £5,990 per year
- Neither parent has an income of more than £100,000 per year



SURREY

Will we have enough places?

- Approximately 31,000 places are needed to meet demand
- DfE estimate 8,450 Surrey families will be eligible
- Wards in Mole Valley, Reigate & Banstead, Runnymede, Spelthorne and Tandridge **do not** have sufficient places
- Wards in Elmbridge, Guildford, Mole Valley, Reigate & Banstead, Spelthorne, Surrey Heath, Tandridge and Woking **might not** have sufficient places



Actions

Engage with the early years and childcare sector:

- Maintained nursery classes and schools and academies
- Pre-schools, day nurseries and extended day-care
- Before and after school clubs and holiday play-schemes
- Nursery units of independent schools
- Home-based childcare (childminders)

Engage with all families – eligible and vulnerable



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Risks

- Sufficiency of places
- Meeting children's needs
- Sustainability of business
- Parental choice
- 'Fit for purpose' systems



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Next steps

- 'New' Sufficiency Team
- Full commitment from senior leaders and members
- Funding - sustain provision & develop new provision
- Continue to develop systems



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Information Sources

30 hour free childcare entitlement: delivery model, Government consultation response November 2016 – www.gov.uk/government/consultations
Reference: DFE-00272-2016

Childcare sufficiency assessment 2016, Early Years and Childcare Service.
www.surreycc.gov.uk/people-and-community/family-information-service

Parent' views and demands for 30 hours free childcare. Research report January 2017. Department for Education –
www.gov.uk/government/publications Reference: DFE-RR611

Family Information Service – 30 hours free childcare for working parents.
www.surreycc.gov.uk/people-and-community/family-information-service/choosing-childcare-for-children-and-young-people/paying-for-childcare/30-hours-free-childcare-for-working-parents



SURREY

Surrey Education in Partnership

Education and Skills Board

8 March 2017

1. Share feedback from recent engagement
2. Set out next steps / timeline for Education in Partnership programme



SURREY

Discovery engagement: Nov - Jan



Who did we speak to?

- 54 individual schools
- 7 school partnerships, representing 108 schools
- Headteacher groups – including Phase Councils, area meetings, SPAN
- Surrey Governors Association
- Dioceses

Approach

- Open invitations to identify and explore stakeholders' priorities – not prescriptive:
 - What's working well?
 - What are you worried about?
 - What do you need to know more about?
 - What do we need to do?
- Overview of current system
- Space to discuss the changes taking place
- On-going conversations around partnership options



SURREY

What are you worried about?

364 responses were recorded

Academisation (39)
Funding (35)
Services to schools (35)
Support for pupils with SEND (29)
Working effectively in partnership (28)
Admissions and place planning (27)
Recruitment and retention (26)

What is working well?

225 responses were recorded

Increased collaboration and partnership working (55)
Services to schools (44)
Area support (22)
Support from the local authority (16)
Good practice in schools (14)
Current school improvement support (13)

Key themes

What do you need to know more about?

175 responses were recorded

Support for developing partnerships (31)
School improvement in a schools-led system (26)
Changes to services to schools (23)
National education policy (18)
Funding changes (11)

What needs to happen?

155 responses were recorded

Explore partnerships (26)
Clarify future school improvement arrangements (20)
Clarify the future role of the local authority (19)
Develop the schools-led system (12)
Explore opportunities to innovate (11)



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What are you worried about?

- Academisation (39):
 - risk of losing the relationship with the LA
 - risk of forced conversion and loss of autonomy
 - effect of a mixed school system
- Services to schools (35):
 - ensuring quality, consistency, and value for money
 - future support from the LA / Babcock 4S
 - risk of conflicts of interest
- Funding (35):
 - pressure on resources
 - sustainability of schools
 - impact of the National Funding Formula



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What's working well?

- Collaboration / partnership working (55):
 - strengthened relationships and trust
 - increased capacity through sharing resources
 - new opportunities
- Services to schools (44):
 - quality and value of current services
- Area Support (22):
 - valuable support from AEOs and their teams
 - area meetings provide opportunities to share information and facilitate networking



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We need to know more about:

- Support for developing partnerships (31)
- Schools-led improvement (26)
- Changes to services to schools (23)

We need to:

- Explore partnerships (26)
- Clarify future school improvement arrangements (20)
- Clarify the future role of the LA (19)

Has the engagement been successful?

- High levels of interest and participation
- A valuable steer for transition work:
 - importance of confidence and trust
 - strengths-based approach
 - information to support the process
 - issues to be addressed in next steps
 - emerging principles: transparency, fairness, focus on outcomes for children
- Creating conditions to make transition to schools-led system



SURREY

Schools-led improvement

- New funding streams from Sep 2017:
 - £50m/year for LAs to support low-performing maintained schools
 - £140m ‘Strategic School Improvement Fund’ for academies and maintained schools
 - £13m regional academy growth fund
 - £20m over 2 years for the Education Endowment Foundation
 - £75m for teaching and leadership innovation (3 years)

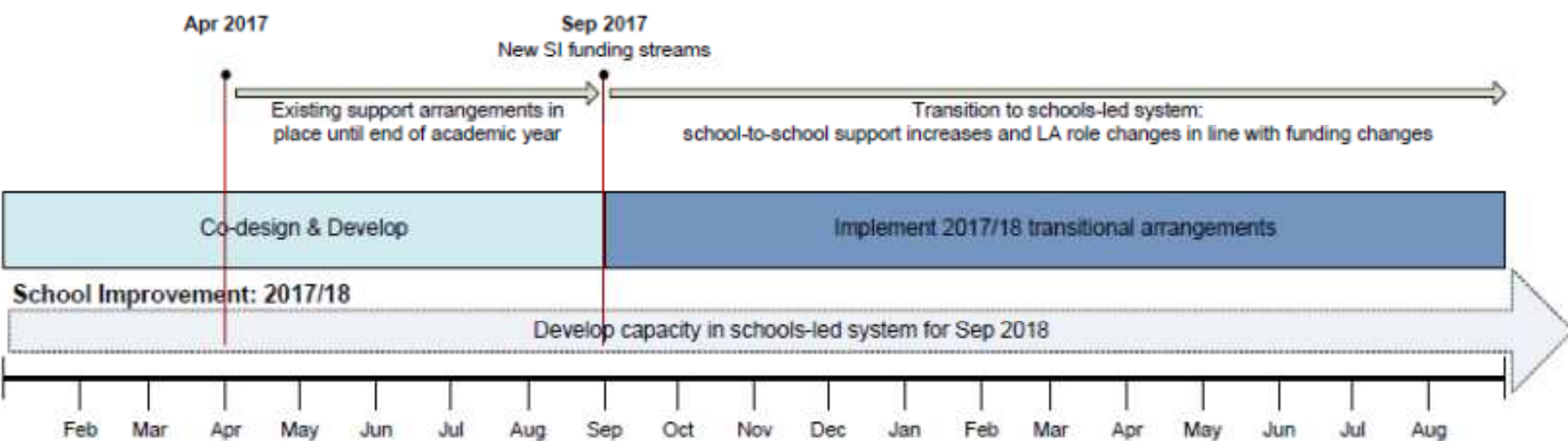


SURREY

Education in Partnership

Jan 2017 – Sep 2018

- Schools-led improvement – key actions:**
- agree principles and priorities for schools-led improvement
 - establish effective arrangements for:
 - identifying schools in need of support
 - commissioning support
 - monitor progress
 - establish accountability for outcomes
 - assess and develop capacity for school-to-school support
 - work inclusively and transparently



01/2017

01/09/2018

