



County Offices  
Newland  
Lincoln  
LN1 1YL

12 April 2018

**Children and Young People Scrutiny Committee**

A meeting of the Children and Young People Scrutiny Committee will be held on **Friday, 20 April 2018 at 10.00 am in Committee Room One, County Offices, Newland, Lincoln LN1 1YL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in blue ink that reads 'Richard Wills'. The signature is written in a cursive style and is underlined with a blue line.

Richard Wills  
Head of Paid Service

**Membership of the Children and Young People Scrutiny Committee**  
**(11 Members of the Council and 4 Added Members)**

Councillors R L Foulkes (Chairman), R J Kendrick (Vice-Chairman), M D Boles, Mrs W Bowkett, Mrs K Cook, S R Dodds, M T Fido, C Matthews, A P Maughan, L Wootten and R Wootten

**Added Members**

Church Representatives: Mr S C Rudman and Reverend P A Johnson

Parent Governor Representatives: Mrs P J Barnett and 1 Parent Governor Vacancy



**CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE AGENDA  
FRIDAY, 20 APRIL 2018**

| <b>Item</b> | <b>Title</b>   | <b>Pages</b> |
|-------------|--|--------------|
| <b>1</b>    | <b>Apologies for Absence / Replacement Members</b>   |              |
| <b>2</b>    | <b>Declarations of Members' Interests</b>  |              |
| <b>3</b>    | <b>Minutes of the meeting of the Children and Young People Scrutiny Committee held on 9 March 2018</b>   | 5 - 18       |
| <b>4</b>    | <b>Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision)</b><br><i>(To receive a report from Matthew Clayton, Admissions and Education Provision Manager, which invites the Committee to consider a proposal to expand capacity at Monks Abbey Primary School (Final Decision), which is due to be considered by the Executive Councillor for Adult Care, Health and Children's Services on 8 May 2018)</i>                   | 19 - 50      |
| <b>5</b>    | <b>Post 16 Transport Policy Statement 2018 -2019</b><br><i>(To receive a report from David Robinson, Commissioning Manager, Transport and Teri Marshall, Senior Commissioning Officer, Transport Commissioning Team, which invites the Committee to consider the Post 16 Transport Statement 2018-2019, which is due to be considered by the Executive Councillor for Adult Care, Health and Children's Services between 23 and 27 April 2018)</i> | 51 - 128     |
| <b>6</b>    | <b>The Building Communities of Specialist Provision Strategy - Consultation Update and Timeline</b><br><i>(To receive a report from Eileen McMorrow, Senior Project Officer SEND Review, which provides the Committee with an update on the consultation on the Building Communities of Specialist Provision Strategy; and to advise of the revised timeline for Executive decision making)</i>  | 129 - 134    |
| <b>7</b>    | <b>Corporate Parenting Sub Group Update</b><br><i>(To receive a report which presents to the Committee the draft minutes of the Corporate Parenting Sub Group meeting held on 15 March 2018)</i>   | 135 - 142    |
| <b>8</b>    | <b>Children and Young People Scrutiny Committee Work Programme</b><br><i>(To receive a report from Tracy Johnson, Senior Scrutiny Officer, which provides the Committee with an opportunity to consider and comment on its work programme for the coming months)</i>   | 143 - 150    |

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**Please note:** for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
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**CHILDREN AND YOUNG PEOPLE  
SCRUTINY COMMITTEE  
9 MARCH 2018**

**PRESENT: COUNCILLOR R L FOULKES (CHAIRMAN)**

Councillors R J Kendrick (Vice-Chairman), M D Boles, Mrs W Bowkett, Mrs K Cook, S R Dodds, M T Fido, C Matthews, A P Maughan, L Wootten and R Wootten.

**Added Members**

Church Representatives: Reverend P A Johnson and Mr S C Rudman.

Parent Governor Representative: Mrs P J Barnett.

Councillors: D McNally and D Brailsford (Executive Support Councillor for Children's Services) were also in attendance.

Officers in attendance:-

Jill Chandar-Nair (Inclusion and Attendance Manager), Matthew Clayton (Admissions and Education Provision Manager), Katrina Cope (Senior Democratic Services Officer), Jonas Gibson (Commissioning and Development Manager), Tracy Johnson (Senior Scrutiny Officer), Carolyn Knight (Quality and Standards Manager), Heather Sandy (Chief Commissioning Officer for Learning) and Sally Savage (Chief Commissioning Officer - Children's Services) and Lynda Whitton (Commissioning Officer).

**57 APOLOGIES FOR ABSENCE / REPLACEMENT MEMBERS**

No apologies for absence were received from the Committee members.

Apologies for absence were however received from Councillor Mrs P A Bradwell (Executive Councillor for Adult Care, Health and Children's Services) and Debbie Barnes Executive Director for Children's Services.

**58 DECLARATIONS OF MEMBERS' INTERESTS**

Councillor Mrs K Cook wished it to be noted that she was a Lincolnshire NHS Partnership Foundation Trust Governor in relation to agenda Item 7.

**59 MINUTES OF THE MEETING OF THE CHILDREN AND YOUNG PEOPLE  
SCRUTINY COMMITTEE HELD ON 19 JANUARY 2018**

Mr S Rudman (Church Representative) advised that he had been omitted from the list of members in attendance.

## RESOLVED

That the minutes of the Children and Young People Scrutiny Committee held on 19 January 2018 be signed by the Chairman as a correct record, subject to the addition of Mr S C Rudman (Church Representative) being added to the list of those in attendance at the meeting.

60 ANNOUNCEMENTS BY THE CHAIRMAN, EXECUTIVE COUNCILLOR FOR ADULT CARE, HEALTH AND CHILDREN'S SERVICES AND THE EXECUTIVE DIRECTOR OF CHILDREN'S SERVICES

The Chairman advised the Committee that following the resignation of Dr Emile van der Zee, nominations had been sought from parent governors of maintained schools for the vacant position of Parent Governor Representative. Unfortunately, no nominations had been received and the position remained vacant. The Committee was advised that officers would be repeating the process of seeking nominations towards the end of the current year.

61 PROPOSAL TO AMEND THE AGE RANGES OF GRAINTHORPE PRIMARY SCHOOL AND MARSHCHAPEL PRIMARY SCHOOL (FINAL DECISION)

The Committee gave consideration to a report from Debbie Barnes, Executive Director of Children's Services, which invited the Children and Young People Scrutiny Committee to consider a report on a proposal to amend the age ranges of Grainthorpe Primary School and Marshchapel Primary School (Final Decision) and agree any additional comments to be passed onto the Executive Councillor for Adult Care, Health and Children's Services.

The Chairman advised that the item was for pre-decision scrutiny prior to being considered by the Executive Councillor for Adult Care, Health and Children's Services on 23 March 2018.

A copy of the full report to the Executive Councillor was attached at Appendix 1 to the report.

Heather Sandy, Chief Commissioning Officer - Learning introduced the report and advised the Committee that Lincolnshire County Council had a statutory duty to ensure that there were sufficient school places within its area to accommodate all pupils of statutory school age who lived in Lincolnshire. The Council was also committed to supporting the viability of small rural primary schools where a viable structural solution could be found.

It was reported that the proposal was to change Marshchapel Primary School from an age range of 4 to 11 to an infant school with an age range of 3 to 7 (to formally include Early Years provision) and the proposal for Grainthorpe Primary School was to permanently change it from an age range of 4 to 11 to a junior school with an age range of 7 to 11. It was noted that the proposed implementation date was 1

September 2018. It was highlighted that the two schools would remain separate schools but in a hard federation with one Governing Body and one executive Head. It was highlighted further that North Cotes CE Primary School was currently also part of the Fenlands Federation with Marshchapel and Grainthorpe, and would remain as a 4 – 11 school; and was not part of the proposal.

The Committee was advised that the Authority felt that the proposal was the best option to address the expected and existing low pupil numbers across the area to ensure that both schools had the best opportunity for an educationally and financially sustainable future and to enable high quality teaching to take place.

It was reported that on 25 September 2017 a five week consultation had commenced, which had closed on 6 November 2017; a summary of written responses received was attached to the report at Appendix A.

It was highlighted that current and projected pupil numbers for Marshchapel and Grainthorpe indicated that there were sufficient numbers to operate a successful infant school and junior model in the medium term, but not enough to maintain two standalone primary schools with a broad and balanced curriculum delivering consistently high quality education to all age groups. The Committee was advised that the model had already been successfully trialled across the federation with some year groups (Years 5 and 6) at Grainthorpe, this had received positive feedback from pupils, parents and staff, with Grainthorpe recently being graded Good by Ofsted. Tables at the bottom of page 20 of the report provided the Committee with how the numbers would look if the proposals were implemented.

The following Appendices were attached to the report for the Committee's consideration:-

- Appendix A – Summary of written consultation responses;
- Appendix B – Statutory Notice;
- Appendix C – Complete Proposal; and
- Appendix D – Question and Answer Document.

The Chairman invited the Electoral Division Member for Saltfleet and the Cotes, Councillor D McNally to comment on the proposal. Councillor McNally advised that he fully supported the proposals as detailed in the report and recognised the importance of schools to communities, and he was pleased to see a plan that would allow the two schools to remain open. One comment raised by Councillor McNally was the need to ensure that start and finish times were staggered at both schools to allow plenty of time for pupils to be dropped off and picked up.

During discussion, the Committee raised the following points:-

- Concerns were raised about whether it was economically efficient to keep both schools open. It was confirmed that this was an economically viable option. If Grainthorpe Primary School was closed, Marshchapel Primary School might not be able to take all the pupils and therefore some of the pupils would have

to travel to other schools. In addition, it was noted that the Local Authority policy was to avoid the closure of schools wherever possible;

- Most members agreed that the proposal was the best solution to maintain the viability of both schools, and it was suggested that the model could be used for other small schools in difficulty in the future;
- It was queried what the ongoing transport costs would be taking the children to both schools. It was confirmed that if every child who qualified for free transport took it up, the total cost would be £62,000 per year; and
- It was also queried whether the lack of a guarantee of a place for Year 2's moving up to the junior school would become problematic in the future. It was noted that the school could give a higher priority to certain feeder schools in its Admission Policy which would mitigate the issue, but it was not envisaged that there would be a problem in the future.

#### RESOLVED

1. That the Committee unanimously supported the recommendations contained in the report.
2. The Committee requested that the following comments be passed onto the Executive Councillor for Adult Care, Health and Children's Services prior to making a decision on 23 March 2018.
  - Concerns were raised about whether it was economically efficient to keep both schools open. It was confirmed that this was an economically viable option. If Grainthorpe Primary School was closed, Marshchapel Primary School might not be able to take all the pupils and therefore some of the pupils would have to travel to other schools. In addition, it was noted that the Local Authority policy was to avoid the closure of schools wherever possible;
  - It was agreed that the proposal was the best solution to maintain the viability of both schools, and it was suggested that the model could be used for other small schools in difficulty in the future;
  - It was queried what the ongoing transport costs would be taking the children to both schools. It was confirmed that if every child who qualified for free transport took it up, the total cost would be £62,000 per year;
  - It was queried whether the lack of a guarantee of a place for Year 2's moving up to the junior school would become problematic in the future. It was noted that the school could give a higher priority to certain feeder schools in its Admission Policy which would mitigate the issue, but it was not envisaged that there would be a problem in the future;
  - Councillor Daniel McNally, the local councillor, attended the meeting. He made a short statement to the Committee fully supporting the plan, and recognising the importance of schools to local communities, was pleased to see the plan would allow the two schools to stay open.

The Committee gave consideration to a report from Carolyn Knight, Quality and Standards Manager, which provided information on the Compliments, Comments and Complaints received by Children's Social Care for the period 1 April 2016 to 31 March 2017.

It was reported that it was a statutory requirement under the Local Authority Social Services and National Health Service Complaints (England) Regulations to produce an annual complaints report. The report presented focussed on complaints that related specifically to Children's Social Care (including fostering and adoption). It was highlighted that school and corporate complaints were dealt with separately and were not therefore included within the scope of the report.

It was reported that during the period 1 April 2016 to 31 March 2017, there had been 128 complaints, which was the lowest number received in the last ten years. Of the 128 complaints, 16 had gone to stage 2; and 6 had gone to stage 3. It was noted that 52 of the complaints had been unsubstantiated and 43 had been partly substantiated; and 7 that were substantiated; and that there were 24 complaints where the outcome remained unknown as a result of staff not completing the necessary paperwork.

Attached to the report was a copy of the Annual Complaints report for 2016/2017. The Committee was advised that 16 complaints related to the conduct and attitude of staff. The Committee was further advised that the action plan detailed on pages 65 to 67 identified the areas of concern and what needed to happen to rectify the issues.

The Committee noted that the lateness of the report was as a result of not being able to retrieve data from the LAGAN system.

During discussion, the Committee raised the following issues:-

- One member raised the issue that the highest number of complaints received was in relation to the South Kesteven Team, which had recorded 22 complaints, of these 3 had been substantiated and 9 had been partly substantiated. The Committee was advised that this area had seen a high turnover of staff and high caseloads. The Committee was advised that since 1 April 2017 the process of escalation was now being tracked better. It was noted that as a result of the Workforce Development Plan, the reliance on agency staff was reducing; and work was being undertaken to look into areas where there had been a high turnover of staff; and that the recruitment and retention initiatives had seen a stabilisation in staffing numbers;
- The Committee was advised that once data had been received up to March 2018, it was hoped that it would show improved performance;
- Some members agreed that compliments should be encouraged more by staff;
- It was confirmed that the data did not include Early Help at the moment, but it was hoped that going forward the data would be expanded. Confirmation was given that the data did include Looked After Children;

- A suggestion was made by a member that Visiting Members should be encouraged to look at the record of complaints and compliments when conducting their visits; and
- Some members welcomed the action plan to minimise the number of complaints received. Particular reference was made to the use of an 'Out of Office' message.

**RESOLVED**

That the action plan contained in the Annual Complaints Report for 2016/17 be endorsed.

**63 CHILD AND ADOLESCENT MENTAL HEALTH SERVICE**

Consideration was given to a report from Jonas Gibson, Commissioning Manager and Lynda Whitton, Commissioning Officer, which invited the Committee to consider a report on the Child and Adolescent Mental Health Service, which was due to be considered by the Executive Councillor for Adult Care, Health and Children's Services on 16 March 2018.

A copy of the Executive Councillor report was attached to the report at Appendix 1 for the Committee's consideration.

The Committee was advised that the Children's Strategic Commissioning Service was currently commissioning the Child and Adolescent Mental Health Service (CAMHS) on behalf of the four Clinical Commissioning Groups and Lincolnshire County Council (LCC). It was highlighted that the current service was currently being provided by Lincolnshire NHS Partnership Foundation Trust (LPFT).

It was reported that Children's Services had been delegated the lead commissioning responsibility for CAMHS on behalf of the four Clinical Commissioning Groups, by way of a Section 75 Agreement, which was due to end on 31 March 2019.

It was reported further that there was a contractual agreement in place between LCC and Lincolnshire NHS Partnership Trust (LPFT), which was due to end on 31 March 2018.

Following a re-structure of the service as a result of extra funding, LPFT had been working towards increased targets to ensure a swifter and better service was provided to those accessing the service.

The report sought approval from the Executive Councillor for Adult Care, Health and Children's Services for Children's Services to enter into a further two year agreement with LPFT to enable the service to continue whilst a large scale review of the service was undertaken to inform future joint strategic commissioning intentions of mental health services in Lincolnshire and the agreed approach for sourcing these services from April 2020.

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It was noted that the proposed contractual arrangements for the interim two year period would change from a contract for services to a Provider Section 75 Agreement, which would delegate functions to LPFT. A request was also going to be submitted to each of the CCG's to extend their existing funding under the Better Care Fund Section 75 Agreement for a further year up to 31 March 2020.

The Committee was invited to consider whether it supported the recommendations and to make any additional comments to the Executive Councillor.

A discussion ensued, from which the following comments were raised:-

- Concerns were raised about whether professionals understood the difference between Healthy Minds and CAMHS and who to refer young people to. It was noted that Healthy Minds was still new but there were clear pathways for services to be accessed in the best interests of the child. CAMHS was only available for those with diagnosed mental health issues, which was why Healthy Minds has been commissioned. The Committee agreed that there was a need to avoid Healthy Minds being seen as "CAMHS Light";
- It was queried how eating disorders were dealt with given that they were very complex to deal with as the person suffering might not see it or want help. Officers confirmed that it was delivered to the national specification and was a community based service. The Young People Eating Disorder Service worked intensively with young people using the National Institute for Health and Care Excellence (NICE) Guidance eating disorder pathway to keep them at home, but the young person could be referred to a psychiatric or mental health bed if need be. There were strict waiting times which were currently being met. It was highlighted, however, that more work needed to be undertaken around early identification and prevention;
- Concerns were raised about the length of the average waiting time for routine assessments of 4.4 weeks and the average wait time for routine treatment of 9.8 weeks. The Committee agreed that these waiting times were too long for a young person to wait, whilst acknowledging the national waiting time was 18 weeks. Officers highlighted that this would be looked at as part of the consultation, but for waiting times to decrease, there would be an impact on costs and staffing;
- Page 75 - Admissions to Ash Villa – Confirmation was given that Ash Villa was not a secure unit; and
- Section 75 Agreement – The Committee was advised that the proposed Section 75 Agreement, would enable the Council to continue to provide a sufficient level of provision with scope to increase the quality of services that children with mental health conditions received across Lincolnshire.

**RESOLVED**

1. The Committee unanimously supported the recommendations contained in the Executive Councillor report.
2. The Committee requested that the following comments be passed on to the Executive Councillor for Adult Care, Health and Children's Services:-

- Concerns were raised about whether professionals understood the difference between Healthy Minds and CAMHS and who to refer young people to. It was noted that Healthy Minds was still new but there were clear pathways for which services to access in the best interests of the child. CAMHS was only available for those with diagnosed mental health issues, which was why Healthy Minds has been commissioned. The Committee agreed that there was a need to avoid Healthy Minds being seen as "CAMHS Light";
- It was queried how eating disorders were dealt with given that they were very complex to deal with as the person suffering might not see it or want help. Officers confirmed that it was delivered to the national specification and was a community based service. The Young People Eating Disorder Service worked intensively with young people using the National Institute for Health and Care Excellence (NICE) Guidance eating disorder pathway to keep them at home, but the young person could be referred to a psychiatric or mental health bed if need be. There were strict waiting times which were currently being met. It was highlighted, however, that more work needed to be undertaken around early identification and prevention; and
- Concerns were raised about the length of the average waiting time for routine assessments of 4.4 weeks and the average wait time for routine treatment of 9.8 weeks. The Committee agreed that these waiting times were too long for a young person to wait, whilst acknowledging the national waiting time was 18 weeks. Officers highlighted that this would be looked at as part of the consultation, but for waiting times to decrease, there would be an impact on costs and staffing.

#### 64 LINCOLNSHIRE SAFEGUARDING BOARDS SCRUTINY SUB-GROUP - UPDATE

The Committee gave consideration to a report which provided an overview of the activities of the Lincolnshire Safeguarding Boards Scrutiny Sub-Group, in particular the Sub-Groups consideration of children's safeguarding matters. Attached to the report at Appendix A was a copy of the draft minutes from the last meeting of the Lincolnshire Safeguarding Boards Scrutiny Sub-Group held on 15 January 2018.

The Chairman of the Lincolnshire Safeguarding Boards Scrutiny Sub-Group, Councillor S R Dodds advised that at the last meeting the Sub-Group had received an update on the work of the Lincolnshire Safeguarding Children Board. The Committee was advised that the main discussion had been around the Wood Review of Local Safeguarding Children Boards (LSCBs) in 2016, which had subsequently led to a number of changes being enacted through the Children and Social Work Act 2017. It was highlighted that the passing of the Act had resulted in changes to guidance in relation to:-

- The replacement of LSCBs with local safeguarding partners;
- Replacing serious case reviews with local and national reviews;

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- The establishment of a new national Child Safeguarding Practice Review Panel; and
- The transfer of responsibility for child death reviews from LSCBs to new Child Death Review Partners.

The Committee was advised that the Independent Chair had assured the Sub-Group that the Lincolnshire Safeguarding Children Board and structure would remain largely unchanged due to strong partnerships with agencies already being in place.

It was noted that the next meeting of the Lincolnshire Safeguarding Boards Scrutiny Sub-Group would be held on 16 April 2018. It was noted further that standard items on the Sub-Group's agenda included key messages from the LSCB including serious case reviews and a policy and audit update. In addition, the Sub-Group would receive a presentation on E-Safety from the Board's E-Safety officer.

**RESOLVED**

That the draft minutes of the meeting of the Lincolnshire Safeguarding Boards Scrutiny Sub-Group, held on 15 January 2018, be endorsed.

**65     LINCOLNSHIRE RELIGIOUS EDUCATION AGREED SYLLABUS**

Consideration was given to a report, which invited the Children and Young People Scrutiny Committee to consider a report on the Lincolnshire Religious Education Agreed Syllabus, which was due to be considered by the Executive Councillor for Adult Care, Health and Children's Service's on 19 March 2018.

The Chief Commissioning Officer – Learning introduced the report and advised that the County Council was required to review its locally agreed syllabus for Religious Education every five years by convening an Agreed Syllabus Conference (ASC). The Committee was advised that the ASC had unanimously recommended that the County Council should adopt the revised syllabus as detailed in Appendix A to the report on the basis that it reflected that the religious traditions of Great Britain were in the main Christian whilst taking into account the teaching and practices of the other principal religions represented in Great Britain.

The Committee was advised that the new syllabus had a clearer structure and comprised of compulsory and additional units. It was highlighted that in addition to Christianity the compulsory units now included Islam at key stage 1, Hinduism and Islam at key stage 2 and either Islam or Hinduism at key stage 3. The additional units would provide teachers with the opportunity to choose from a number of topics so that they could introduce the study of a different faith/topic or deepen knowledge and understanding about aspects of work covered in the compulsory units.

It was reported that the new syllabus would be introduced to schools through a series of training events and support for individual/groups of schools. It was reported further that supplementary sessions would be added to the agreed syllabus during 2018/19 i.e. Judaism and assessment.

During discussion, the Committee raised the following points:-

- Confirmation was given that for 2018/19 Judaism would be added to the document;
- Concerns were raised that religious education was not compulsory as parents were still able to exempt pupils from lessons. It was highlighted by the Church of England Representative that he had come across some schools that did not teach Islam or arrange visits to mosques in case parents put in exemptions to religious education classes due to a fear of radicalisation;
- The Committee agreed that religious literacy was important to improve awareness of different religions. It was highlighted that philosophical discussions about the similarities between religions would help promote community cohesion; and
- The Committee agreed that there needed to be a clear link between the Prevent agenda and religious education.

#### RESOLVED

1. The Committee unanimously supported the recommendations contained in the Executive Councillor report.
2. The Committee requested that the following comments be passed on to the Executive Councillor for Adult Care, Health and Children's Services:-
  - Concerns were raised that religious education was not compulsory as parents were still able to exempt pupils from lessons. It was highlighted by the Church of England Representative that he had come across some schools that did not teach Islam or arrange visits to mosques in case parents put in exemptions to religious education classes due to a fear of radicalisation;
  - The Committee agreed that religious literacy was important to improve awareness of different religions. It was highlighted that philosophical discussions about the similarities between religions would help promote community cohesion; and
  - The Committee agreed that there needed to be a clear link between the Prevent agenda and religious education.

#### 66 PUPIL EXCLUSIONS - PROPOSAL FOR A WORKING GROUP

The Committee gave consideration to a report from the Senior Scrutiny Officer, which set out a proposal to establish a working group to look into the work being undertaken by officers and schools to reduce pupil exclusions in Lincolnshire; and for the Committee to agree the Terms of Reference and Membership of the said working group.

The Chairman invited member nominations for the Pupil Exclusions Working Group. The following members volunteered for the working group:- Councillors M D Boles, S R Dodds, R J Kendrick, C Matthews, A P Maughan, L Wootten and R Wootten. It was agreed that the Chairman and Vice-Chairman would agree the final membership

of the Pupil Exclusions Working Group and that the Senior Scrutiny Officer would then email all members of the Committee to advise them of the final membership.

RESOLVED

1. That the Children and Young People Scrutiny Committee approves the establishment of a working group to look into the work being undertaken by officers and schools to reduce pupil exclusions in Lincolnshire.
2. That final membership of the working group be delegated to the Chairman and Vice-Chairman of the Children and Young People Scrutiny Committee.

67 PERFORMANCE - QUARTER 3 2017/18

Consideration was given to a report from Sally Savage, Chief Commissioning Officer – Children's Services, which invited the Committee to consider and comment on Quarter 3 performance information relevant to the work of the Children and Young People Scrutiny Committee.

Attached to the report were the following Appendices:-

- Appendix A – Council Business Plan Measures;
- Appendix B – Complaint and Compliments report;
- Appendix C – Ofsted School Status Report; and
- Appendix D - Performance Monitoring of Contracts – Exempt Information.

The Committee was reminded that Appendix D to the report contained exempt information and if the Committee wished to discuss details pertaining to Appendix D, a vote would need to be taken to move into exempt session.

In guiding the Committee through the report the Chief Commissioning Officer - Children's Services responded to questions raised, which included the following issues:-

- Page 200 – Juvenile Re-Offending – One member requested more than three months information in relation to this indicator. The Chief Commissioning Officer suggested that for Quarter 4, more information would be provided and that a specific discussion would be had relating to this particular indicator;
- Page 217 – Ombudsman Complaints – One member requested information relating to the Ombudsman complaint relating to school transport. Officers advised that this was an active investigation and there was no further information available at this time. Officers agreed to look into the request;
- Appendix C – The Chief Commissioning Officer – Learning provided an update to the Committee with regard to the Table 5 on page 219 of the agenda relating to Schools currently judged to be inadequate and/or under an Interim Executive Board;

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- Clarification was given relating to the Average time taken to move a child from care to an adoptive family (page 206) and Average time taken to match a child to an adoptive family (page 208); and
- Page 212 – Care leavers in suitable accommodation – The Committee was advised that work was ongoing with district councils with regard to the provision of accommodation for care leavers up to the age of 25.

At this point in the meeting, it was moved, seconded and

**RESOLVED**

That in accordance with Section 100(A) of the Local Government Act 1972, the public and press be excluded from the meeting for consideration of Appendix D to the report on the grounds that if they were present there could be a disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended.

The Chairman invited members of the Committee to ask questions in relation to Appendix D of the report and officers responded to questions raised.

**RESOLVED**

That the performance for Quarter 3 2017/18 be received by the Children and Young People Scrutiny Committee; and that officers note the comments raised by the Committee.

**68 CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE WORK PROGRAMME**

Consideration was given to a report which enabled the Committee to consider and comment on the content of its work programme for the current year to ensure that scrutiny activity was focussed where it could be of greatest benefit.

An amended work programme was circulated at the meeting, which highlighted changes to the work programme following the agenda publication.

The Committee was advised of the following changes to the work programme:-

20 April 2018 meeting – an item relating to: Building Communities of Specialist Provision – A Collaborative Strategy for Children and Young People with Special Education Needs and Disabilities in Lincolnshire (Strategy Decision) had been added.

8 June 2018 meeting – an item relating to: Prevent and the Implications for Children and Young People had been added.

20 July 2018 meeting – Two items had been added relating to: Building Communities of Specialist Provision – A Collaborative Strategy for Children and Young People with

Special Education Needs and Disabilities in Lincolnshire (Final Decision) and Supported Accommodation for Looked After Children.

RESOLVED

That the Committee's work programme as set out in Appendix A to the report and the changes as detailed above be agreed.

The meeting closed at 12.10 pm

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## Policy and Scrutiny

### Open Report on behalf of Debbie Barnes, Executive Director of Children's Services

|            |   |
|------------|---|
| Report to: | <b>Children and Young People Scrutiny Committee</b>                               |
| Date:      | <b>20 April 2018</b>  |
| Subject:   | <b>Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision)</b> |

#### Summary:

This report invites the Children and Young People Scrutiny Committee to consider a report on the Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision) which is due to be considered by the Executive Councillor for Adult Care, Health and Children's Services on 8 May 2018. The views of the Scrutiny Committee will be reported to the Executive Councillor as part of her consideration of this item.

#### Actions Required:

The Children and Young People Scrutiny Committee is invited to

- (1) consider the attached report and to determine whether the Committee supports the recommendation(s) to the Executive Councillor for Adult Care, Health and Children's Services as set out in the report.
- (2) agree any additional comments to be passed to the Executive Councillor for Adult Care, Health and Children's Services in relation to this item.

## 1. Background

The Executive Councillor for Adult Care, Health and Children's Services is due to consider a report on the Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision). The full report to the Executive Councillor is attached at Appendix 1 to this report.

## 2. Conclusion

Following consideration of the attached report, the Committee is requested to consider whether it supports the recommendation(s) in the report and whether it wishes to make any additional comments to the Executive Councillor. The Committee's views will be reported to the Executive Councillor.

### 3. Consultation

#### a) Have Risks and Impact Analysis been carried out?

See report to the Executive Councillor attached at Appendix 1.

#### b) Risks and Impact Analysis

See report to the Executive Councillor attached at Appendix 1.

### 4. Appendices

|  |   |
|--|---|
| These are listed below and attached at the back of the report. |   |
| Appendix 1   | Report to the Executive Councillor for Adult Care, Health and Children's Services on Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision) |

### 5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Matthew Clayton, who can be contacted on 01522 555353 or [matthew.clayton@lincolnshire.gov.uk](mailto:matthew.clayton@lincolnshire.gov.uk).

**Open Report on behalf of Debbie Barnes, Executive Director of Children's Services**

|                     |   |
|---------------------|---|
| Report to:          | <b>Councillor Mrs P A Bradwell, Executive Councillor Adult Care, Health and Children's Services</b> |
| Date:               | <b>08 May 2018</b>  |
| Subject:            | <b>Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision)</b>                   |
| Decision Reference: | <b>I015278</b>  |
| Key decision?       | <b>Yes</b>  |

**Summary:**

Lincolnshire County Council has a statutory duty to ensure that there are sufficient school places within its area to accommodate all pupils of statutory school age who live in Lincolnshire.

This report concerns the permanent expansion of the capacity at Monks Abbey Primary School. This is to ensure that there is the required number of primary school places to accommodate increasing pupil numbers in this area of Lincoln. The proposal would expand the school to a 2.5 form entry (75 places per year group) from a 2 form of entry (60 places per year group) with a proposed implementation date of 1 September 2019. The Local Authority believes that this proposal is the best available option to address the increasing pressure on primary school places in this area of Lincolnshire.

The Local Authority (LA) is co-ordinating the process following statutory guidelines published in the Department for Education (DfE) guide "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision-makers" (April 2016) in accordance with the terms of the Education and Inspections Act 2006, as updated by the Education Act 2011.

On 03 November 2017 a five week period of consultation commenced which closed on 08 December 2017 and is further referred to later in this report in the Consultation section. A summary of written responses received is also attached in Appendix A.

Following the consultation period the decision was taken on 12 January 2018 to publish a Statutory Notice on 08 February 2018. This initiated a four week Representation Period up to 08 March 2018 when written objections and comments may be submitted. The process is now entering the final stage when the LA, as decision maker, must take the final decision regarding the proposal within 2 months from the end of the Representation Period (by 08 May 2018).

This report seeks to advise the Executive Councillor on making the final decision regarding the proposed expansion of Monks Abbey Primary School.

**Recommendation(s):**

That the Executive Councillor approves the expansion of the capacity at Monks Abbey Primary School with effect from 1 September 2019.

**Alternatives Considered:**

Alternatives Considered:

1. The Council retains the school as it is at present with no expansion of the capacity at Monks Abbey Primary school.

The above alternative would have the following disadvantages:

It is likely that there would be insufficient primary school places in this area of Lincoln. Therefore the LA may be unable to comply with its statutory duty to ensure that there are sufficient school places for children of a statutory school age in the locality in future years.

It would place increasing pressure on Monks Abbey Primary School and other primary schools in the area.

It would possibly lead, in the future, to children being offered places at schools outside of Lincoln City Centre or on the other side of the city. This would potentially result in an increase of transport costs and traffic from potential increased car usage. There are also concerns over the impact of this additional travelling time on the children concerned.

2. The Council retains the school as it is at present with no expansion of the capacity at Monks Abbey Primary School but looks to increase capacity at other primary schools in the surrounding area.

Other options in and around this area of Lincoln have been explored. All primary schools have been considered and consulted with for potential expansion, but none have been found to be as suitable due to various reasons. These reasons include; geographical location in relation to demographic pressures, undersized sites, distance that pupils would have to travel, parental preference, impact on standards, potential planning challenges and the fact that other schools are of suitable sizes for the areas they serve. This is the most appropriate primary school in the area for expansion to meet the needs of this local community.

3. The Council retains the school as it is at present with no expansion of the capacity at Monks Abbey Primary School but looks to add the required capacity by proposing a new school to serve the surrounding area.

This option has been explored. The number of additional places required at this time (0.5FE/15 per year group) is not enough to justify the need for an entirely new school which would go into direct competition with other schools that already exist in this area of Lincoln. It is considered to be more desirable to support expanding an existing school to secure their viability, rather than introduce a new small school into an urban setting where there are already other providers. It would also not be the decision of the LA to do this, as new schools are now all considered as 'Free Schools' with the decision maker being the secretary of state for education. There is an expectation that new schools will be at least 1FE/30 per year group, if not larger, before approval is given. If capacity of any more than 0.5FE were made available in this area then it could have a detrimental impact on the roll and viability of existing schools. There would also be a need to identify a suitable site in relation to where the need for places is. Monks Abbey Primary School is already ideally located and has the potential to be a larger school than it is now. The impact of known further housing development is considered to be manageable within the existing estate of schools in the area without the need for a new school at this time, but all options will continue to be considered as more information regarding housing and demographics is received in future years.

#### **Reasons for Recommendation:**

To enable the LA to meet its statutory obligation to ensure that there are sufficient primary school places in Lincoln to accommodate increasing pupil numbers in the community; and to enable the LA to fulfil its statutory duty of providing school places for all children of statutory school age in Lincolnshire within a reasonable distance from where they live.

To ensure that the provision of school places is planned so as to promote high educational standards, enable fair access to educational opportunity for every child and promote the fulfilment of each child's potential. This proposal will both offer the opportunity to enhance the quality of provision and sustain local provision. It is also an opportunity to address some suitability and condition issues to benefit not just the additional pupils but the ones that are already on roll.

The proposal will assist in meeting parental preference. The Government has made it clear that the wishes of parents should be taken into account in planning and managing school estates. DfE guidance states that places should be allocated where parents want them and that successful and popular schools be allowed to grow where possible and appropriate to do so. Monks Abbey Primary School was rated overall by Ofsted as a 'Good' school at its last inspection in January 2015. The school has been over-subscribed for the last three years on 1<sup>st</sup> preferences and in addition continues to be very popular with 2<sup>nd</sup> preferences. It is also situated geographically in an ideal location in relation to the demand for places and future housing development.

The LA considers the proposal to be the most appropriate available solution to the expected shortage of primary school places in this area of Lincoln. This

proposal has the full support of the Governing Body. With the excellent leadership the school has in place the LA is confident that the school can drive forward a successful expansion which will provide the opportunity to improve the learning experience and outcomes for the children to enable them to reach their full potential. The LA believes it to be the most appropriate option for expansion in the area.

## 1. Background

National birth rates, mostly concentrated in more urban areas, have been steadily rising in recent years. This increased birth rate, combined in some areas with inward migration and housing development, is resulting in increased demand for primary school places. There is expected to be a long term requirement for more school places.

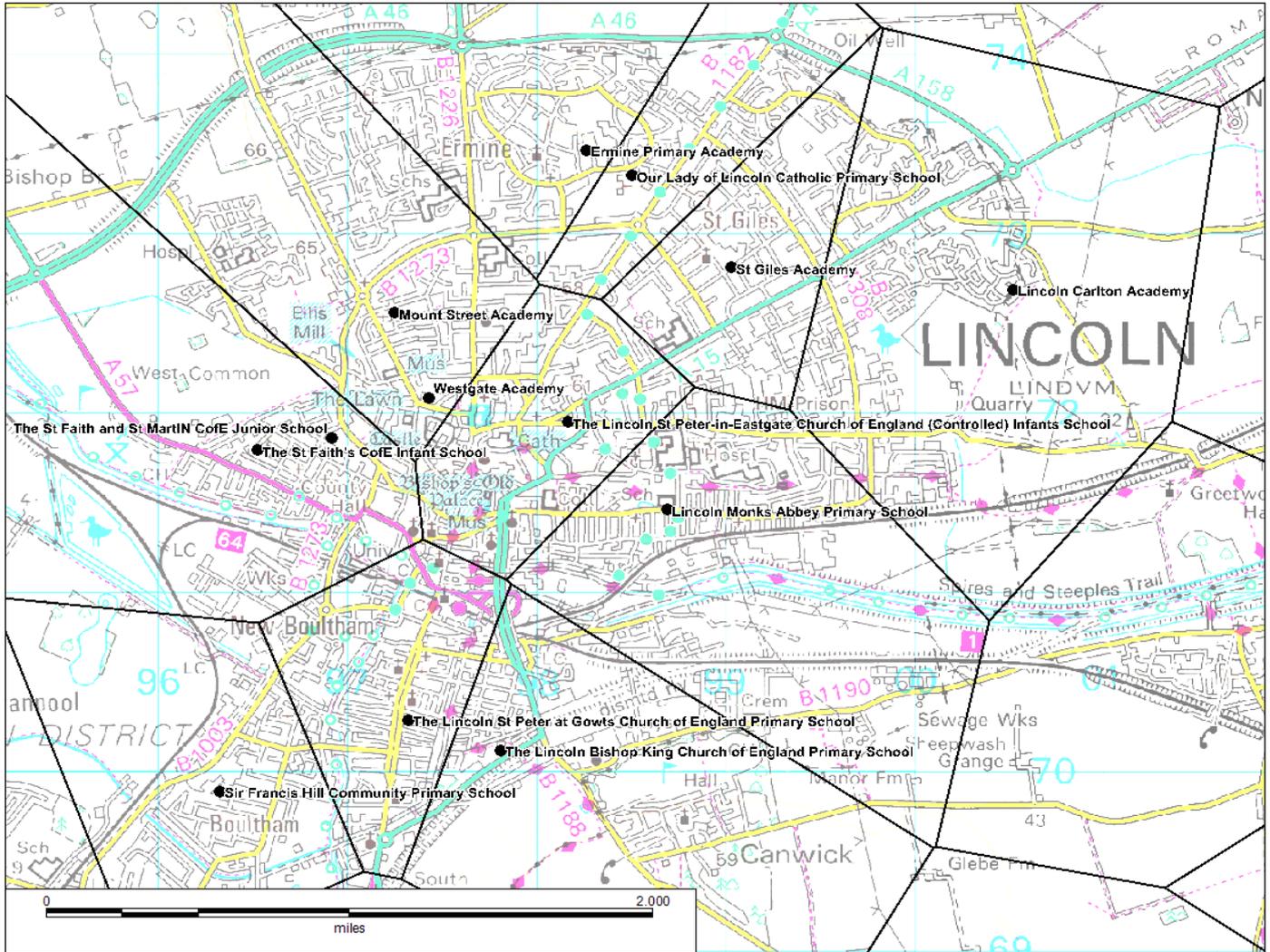
This area of Lincoln will experience a shortage of available places if capacity at one or more of the local schools is not increased, or additional capacity added through alternative means.

Birth data supplied by Lincolnshire Community Health Service (for January 2018) confirms this expected long term requirement for more places for children of a statutory school age in Lincoln City Centre. This data is shown below (it does not include any additional pupils that may be as a result of new housing development over the next few years):

| <b>Reception Intake Year by Natural Catchment by Straight Line Distance</b> |            |              |              |              |              |
|---|------------|--------------|--------------|--------------|--------------|
|   | <b>PAN</b> | <b>R2018</b> | <b>R2019</b> | <b>R2020</b> | <b>R2021</b> |
| <b>Monks Abbey Primary School</b>   | 60         | 99           | 86           | 86           | 101          |

(PAN – Published Admission Number.)

The map below shows the location of Monks Abbey Primary School and other primary schools within the locality.



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Birth data shows a consistent cohort size above the capacity in this area going forward. There will also be additional pupils from ambitious new housing development plans in the area that is not factored into the above data. Therefore, a permanent sustainable solution is needed to accommodate these extra children to avoid overcrowding and to allow for a reasonable level of surplus capacity to accommodate pupils moving into the area.

The proposal being consulted on is to permanently expand Monks Abbey Primary School from the existing capacity of 420 places based on a PAN of 60 to 525 places (PAN 75), with a proposed implementation date of 1 September 2019. The school admitted the usual intake of 60 in September 2017, but had an additional 10 pupils on a reserve list for Reception places. At the point of writing this report there were 70 1<sup>st</sup> preference applications for September 2018 with a number of 2<sup>nd</sup> preference applications that will not get their 1<sup>st</sup> preference (as they live closest to Monks Abbey and the school they put as 1<sup>st</sup> preference is full). So the LA has

asked if they will over-offer on their PAN of 60 to take up to 75 for the September 2018 Reception intake to meet local demand.

The proposal being consulted on would permanently increase the PAN, initially for the Reception intake in September 2019 to 75. The increased intake of up to 75 would then be phased in with each subsequent Reception intake until the PAN of 75 applies to all year groups. The proposal is not to apply the new PAN of 75 to all year groups from the outset. This phased approach will allow the school to effectively manage staffing and teaching structures and help to ensure that pupil numbers at other local schools will be maintained. Should demand across the area result in mid-year pressures requiring additional higher year group places then this approach allows the flexibility to add capacity in those year groups at the appropriate time if required.

Having additional classes and more children on roll at the school will also have financial benefits. This may potentially provide the opportunity to enhance teaching provision and career opportunities for staff which in turn will benefit the learning experience of the children. With an intake of 75 there is also the opportunity to have smaller class sizes in Reception with 3 classes of 25 rather than 2 classes of 30.

If the proposal is approved, it is proposed that building/refurbishment work will begin during 2018 (subject to planning permission being granted) and planned to be completed in advance of the start of term in September 2019. This would be managed to cause minimal disruption to the school during term time making the best use of school holidays where possible. Suitable additional teaching and resource spaces will be required to ensure sufficient facilities are in place to accommodate up to 525 primary aged children in total. It is proposed to achieve this by some internal remodelling to create new classrooms and resource spaces, with a small amount of new build to include additional teaching (one new classroom), stores, and cloak spaces, as well as other areas such as toilets and a new staffroom. More detail is included later in this report.

Some of the new facilities will benefit the children already on roll at the school as well as provide additional accommodation for increased pupil numbers on roll in the future. The design would lend itself to potential further expansion if required in the future. It will also be an opportunity to ensure that no temporary classrooms are necessary on site. The planning application process will include the consideration of issues arising out of the physical expansion of the school such as parking and the impact on traffic.

The planning application process is dealt with and consulted on separately. There will be an opportunity for those that are interested to respond directly to the planning application at a later date.

#### Reaching the decision – Preliminary Considerations

The requirements for decision making relating to school organisation in LA Maintained schools are set out in the guide "Making 'prescribed alterations' to

maintained schools. Statutory guidance for proposers and decision-makers" (April 2016) published by the DfE.

The DfE does not prescribe the exact process which a decision maker should follow but the decision maker must have regard to this guidance. The decision maker should consider the views of those affected by the proposal and should not simply take account of the numbers of people expressing a view but give greatest weight to those stakeholders most likely to be affected and especially the parents of children at the school concerned.

### **Factors to be considered by Decision Makers**

#### *The Consultation and Representation Period*

The Executive Councillor must be satisfied that the appropriate consultation and representation periods have been carried out and that all of the responses received have been given due consideration.

Although there is no longer a prescribed consultation period prior to the publication of the Statutory Notice and Complete Proposal the DfE's guidance states "*a strong expectation on schools and LAs to consult interested parties in developing their proposal prior to publication*". The LA conducted a five week period of pre-consultation to fulfil this expectation and also to operate a fair and open process and ensure all views were considered. A Statutory Notice (Appendix B) and Complete Proposal (Appendix C), initiating a four week Representation Period, were published in accordance with current statutory requirements.

Responses submitted during both the Consultation and Representation Period have been made available to the Executive Councillor for consideration when taking the final decision and further details of these responses are provided in section 5 of this report (**Consultation**).

#### *Education standards and diversity of provision*

The Executive Councillor should consider the quality and diversity of schools in the area and be satisfied that the proposal will meet the aspirations of parents, contribute to raising local standards of provision and lead to a closing of attainment gaps. The Government's aim is to create a more diverse school system offering excellence and choice so that every child receives an excellent education whatever their background and wherever they live.

Monks Abbey Primary School was rated overall by Ofsted as a 'Good' school at its last inspection in January 2015.

The LA believes that this proposal provides the best option to maintain and improve standards of attainment with an enhanced quality of education for current and future children in the area whilst maintaining diversity.

## *Demand*

The Executive Councillor must consider the evidence presented for any projected increase in pupil population (e.g. planned housing developments and increasing birth rates) and any anticipated new provision (e.g. a new free school). A decision must also take into account parental preference and evidence of parents' aspirations for places in the school proposed for expansion together with the quality and popularity of schools in the area that have surplus capacity. Surplus capacity in less popular schools should not in itself prevent the addition of new places. The DfE recognises that for parental preference to work effectively there may be some surplus capacity in the system overall but that competition for places to be taken up will lead to existing schools improving standards.

Monks Abbey Primary School is popular with parents and has been over-subscribed for the last three years on 1<sup>st</sup> preferences, and in addition continues to be very popular with 2<sup>nd</sup> preferences.

Birth data supplied by Lincolnshire Community Health Service (for January 2018) confirms the expected long term requirement for more places for children of a statutory school age in this area of Lincoln.

Birth data shows a consistent cohort size above the capacity in the immediate area going forward. There will also be additional pupils from ambitious new housing development plans in the area that is not factored into the Health Service data. Therefore, a permanent sustainable solution is needed to accommodate these extra children to avoid overcrowding and to allow for a reasonable level of surplus capacity to accommodate pupils moving into the area.

The expansion is required to meet the projected demand for places in Lincoln City Centre and to ensure that the LA meets its duty of providing sufficient places for children of statutory school age in the immediate area. The expansion is proposed to meet the need for additional capacity in Lincoln City Centre and not to replace existing capacity in the primary sector, therefore not having a significant negative impact on neighbouring primary schools.

## *School size*

Assumptions that schools should be of a certain size to be a good school should not be made although the viability and cost-effectiveness of a proposal is an important factor in the decision-making process e.g. the impact on a LA's budget to provide additional funding to a small school to compensate for its size.

If the expansion proposal is not approved with the school remaining at its current size the demand for places would put increasing pressure on the school leading to concerns over the consequent impact of overcrowding on the quality of educational provision if additional accommodation is not provided. This expansion will provide additional appropriate infrastructure and facilities for a school of this size.

### *Proposed admission arrangements*

Before approving the proposals the LA must ensure that the admission arrangements of the school are compliant with the School Admissions Code. The proposed increase to the PAN at Monks Abbey Primary School will be processed in accordance with the School Admissions Code to determine admission arrangements for the academic year commencing September 2019.

### *National Curriculum*

All maintained schools must follow the National Curriculum unless they have secured an exemption. Monks Abbey Primary School currently follows the National Curriculum and will continue to do so if the proposed expansion is approved.

### *Equal Opportunity*

The LA must have 'due regard' to the need to eliminate discrimination, advance equality of opportunity and foster good relations and should consider whether there are any sex, race or disability discrimination issues that arise out of the proposed expansion. There should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area while ensuring that such opportunities are open to all.

There are no sex, race or disability discrimination issues arising from this proposal. All new facilities will be compliant with current equality legislation and result in improved access to the school hall. The LA will continue to be committed to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area while ensuring that such opportunities are open to all.

### *Community cohesion*

The impact on the community must be considered and schools have a key part to play in providing opportunities for young people from different backgrounds to learn from and respect each other and gain an understanding of other cultures, faiths and communities. The decision-maker must take account of the community served by the school and the views of different sections of the community.

This expansion will enable the school to admit local children without discrimination and therefore continue to meet the needs of children from all backgrounds represented in the local community. To support community cohesion it is important that local children attend school within the local community and the school continues to be the hub of the community.

### *Travel and accessibility*

The Executive Councillor should be satisfied that accessibility planning has been properly taken into account and that proposed changes do not adversely impact on disadvantaged groups. Proposals should not unreasonably extend journey times or increase transport costs or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes. The proposal

should be considered on the basis of how it will support and contribute to the Council's duty to promote the use of sustainable travel and transport to school.

If this proposal goes ahead it should reduce the likelihood of local children having to travel to schools outside of their local community and therefore assist the Council to meet this duty.

The LA understands that an increase in the number of pupils attending a school may have an impact on the local road network and access. However, the majority of additional primary aged pupils are likely to come from within a suitable walking or cycling distance from the school. The LA is committed to promoting the use of sustainable travel and transport to school and this would be reflected in the implementation of an up to date school travel plan. Should the proposal go ahead, all traffic issues will be considered in the planning application process. As part of this process any planning queries will be dealt with through a separate planning consultation and the LA would have to meet stringent requirements at the planning application stage.

The LA will continue to work with Highways, planners and the school to ensure that any potential issues are taken into consideration as part of the planning application process. The LA will continue to look for suitable solutions to help mitigate against all concerns.

The County Council home-to-school transport policy will continue to apply – this provides free home-to-school transport for pupils to their nearest designated school (if it is more than 2 miles away for primary aged pupils) but it is expected that most pupils will live well within a two mile radius of the school.

### *Capital*

The Executive Councillor should be satisfied that any land, premises or capital required to implement the proposals will be available and that all relevant parties have given their agreement. A proposal cannot be approved conditionally upon funding being made available. Where the expansion is reliant on the DfE for funding it cannot be assumed that approval of the proposal will trigger the release of capital funds unless previously confirmed in writing.

This proposed expansion will incur capital costs that the LA will manage through the Children's Services capital programme. All capital costs are being covered by DfE Basic Need funding, with some potential Section 106 funding from local housing development to reimburse some of the cost in the future. The funding is provided to add capacity to primary provision where it is needed and is not intended for alternative uses elsewhere. The capital project aims to create the required facilities to allow for up to 420 pupils to be accommodated, with the possibility of expanding further to 525 places in the future.

### *School premises and playing fields*

All schools are required to provide suitable outdoor space to both enable physical education for pupils in accordance with the curriculum and also for pupils to play

outside safely. DfE guidelines suggest areas for pitches and games courts but these are non-statutory.

Appendix D shows the overall site plan for information with the areas proposed for remodelling and new building highlighted. At this stage there are no detailed designs of how the school might be expanded, but initial feasibility studies have indicated that expansion will be achievable without negatively impacting on the existing school premises and playing fields. Sufficient suitable accommodation will be provided for the maximum number of children that the school will be expected to accommodate. If the proposal is approved then detailed designs will be progressed through to planning.

### *Special Educational Needs (SEN) Provision and SEN Improvement Test*

If the proposal is approved there is likely to be no impact with regard to SEN provision other than an opportunity to improve the provision with better access to resources and consistently good quality teaching and learning at the enhanced facilities at the school. The LA will continue to ensure suitable provision for all children with special educational needs and consideration of their needs will take place with physical access being assured should a need be presented. The LA will continue to look to make improvements in the standard, quality and/or range of the education provision for children with SEN and so meet the Special Educational Needs Test.

## **2. Legal Issues:**

### Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act

Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it

Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic

Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it

Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding

Compliance with the duties in section 149 may involve treating some persons more favourably than others

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process.

An Impact Equality Assessment has been carried out and is available on request. A positive impact in relation to age is that there will be more school places available for children aged 4 to 11 in Lincoln City Centre, with improved facilities.

There will also be some slight disruption in relation to building work which will cause an adverse impact. However, this would be managed to cause minimal disruption to the school during term time making the best use of school holidays where possible.

#### Joint Strategic Needs Analysis (JSNA and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision.

Having regard to the Joint Strategic Needs Analysis two areas have been identified that are pertinent to this consultation, which are educational attainment and childhood obesity. In relation to educational attainment, by providing extra places local pupils will not have to travel unnecessary distances which could impact their attainment due to an increased school day. It will also be more feasible for children to walk or cycle to school rather than using motorised transport which could exacerbate childhood obesity.

In relation to the Joint Health and Wellbeing Strategy with regards to the theme 'improve health and social outcomes for children and reduce inequalities', we believe that expanding this school will have a positive impact on the local children. This particularly relates to promoting healthier lifestyles as more children within the locality will be able to access a school within walking or cycling distance. Children who attend a local school are more likely to partake in afterschool activities due to the convenience of the locality and the shorter school day.

## Crime and Disorder

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area.

Offering more local education provision, with access to after school activities, could reduce inequalities which could prevent children engaging in anti-social behaviour.

### **3. Conclusion**

The final decision is required from the Executive Councillor to determine whether to approve the proposal to expand the capacity at Monks Abbey Primary School as detailed in this report. The factors to consider in making this decision are within this report and all valid written responses received during consultation and the Representation Period (see section **6 Consultation**) must be considered.

The LA believes this proposal to be in the best interests of local children and local parents as well as educational provision in the area and it supports the council's aim of ensuring that as many children as possible can reach their full potential. It also enables the LA to fulfil its statutory duty of ensuring that there are sufficient places to accommodate all pupils of statutory school age in Lincolnshire.

It is recommended that the proposal is implemented to ensure the best educational opportunities for the children of Lincoln City Centre and the wider area. The advantages of implementing this proposal are detailed earlier in this report in the "**Reasons for Recommendations**" section.

### **4. Legal Comments:**

The Council is the decision-maker for school alteration proposals of this type under the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and associated Statutory Guidance for proposers and decision-makers (April 2016). The decision-maker may reject the proposal, approve the proposal without modification or approve the proposal with such modifications as the Council considers desirable but only after consultation on those modifications with the governing body.

The Council as decision-maker may make the approval of the proposal conditional but only on specified matters contained in the Regulations.

The Report addresses the relevant issues to be considered by the Executive Councillor under the Statutory Guidance.

The proposal is consistent with the Policy Framework and within the remit of the Executive Councillor.

## **5. Resource Comments:**

The recommendation in the report to approve the expansion of the capacity at Monks Abbey Primary School from 1 September 2019 will have its refurbishment and building costs met from DfE capital grant funding. On-going revenue costs will be funded from the Schools block of the Dedicated Schools Grant based on the Local Authority schools funding formula. The proposal to expand the capacity would help the Local Authority to meet its statutory duty to ensure sufficient places are available and to mitigate a potential increase in Home to School Transport costs.

## **6. Consultation**

In order for the school to expand the Local Authority must follow the necessary statutory processes in accordance with the Education and Inspections Act 2006, the Education Act 2011 and the guidance "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision-makers" (April 2016) issued by the DfE.

Under these guidelines the LA must ensure that sufficient time and information are provided for people to understand, form a view on the proposal and make a response. Under the DfE guidelines which came into effect in April 2016 there is no longer a prescribed consultation period for significant changes to schools (including physical expansions). However there is a "*strong expectation on schools and LAs to consult interested parties in developing their proposal prior to publication*". To comply with this the Local Authority has conducted a five week period of pre-consultation. Any documentation issued must set out the problem that is being addressed and invite comment on one or more solutions. The Local Authority must explain the decision making process and take all reasonable steps to draw the proposal to the attention of all those who might be interested and take into account their views.

The Education and Inspections Act 2006 specifically includes as interested parties the registered parents of registered pupils at the school and also the appropriate District and Parish Councils for the area. The guidance issued by the DfE in April does not prescribe a definitive list of consultees. The list of interested parties was therefore compiled comprising as wide a range of consultees as practicable to ensure that all interested parties were included and incorporated parents of current pupils, the District Council, as well as individual County, District and Parish Councillors as appropriate. Children at Monks Abbey Primary School were given the opportunity to discuss the expansion proposal via the school council and the majority felt that it would be good for the school.

A letter incorporating relevant information and reasons for the proposal was sent out to interested parties on 03 November 2017 to commence a five week period of consultation. Individual meetings were offered to anyone interested to meet with representatives of the Local Authority at the school to ask questions and raise any concerns; no people took up this offer. There was the opportunity to provide a

response to the consultation by letter, email or by returning the response form attached to the consultation document by 08 December 2017. Copies of the letter commencing consultation and the response form were also published on the County Council website under the webpage "Current Consultations" on [www.lincolnshire.gov.uk/schoolorganisation](http://www.lincolnshire.gov.uk/schoolorganisation)

All written responses received during consultation have been made available to the Executive Councillor for consideration and further details are confirmed in this report in Appendix A. To briefly summarise, however, there were 17 valid responses in total with 0 against the proposal, 15 for the proposal and 2 neither for nor against. All comments made will be taken into consideration by the Executive Councillor in the decision making process.

Following the completion of the consultation period all feedback was considered with a full report (which is referred to in the Background Papers section below and will also be re-considered along with this report) by the Executive Councillor and a decision was taken on 12 January 2018 to proceed to Statutory Notice. A statutory 4 week Representation Period was entered into on 08 February 2018 commencing with the publication of the Statutory Notice (Appendix B) in the Lincolnshire Echo (local press), on the Lincolnshire County Council's website and at the school gates. The Complete Proposal, available in paper and electronic format (Appendix C) to which the Statutory Notice refers, was sent to interested parties as detailed in the statutory guidance and was also published on the website under the webpage 'Current Consultations' at [www.lincolnshire.gov.uk/schoolorganisation](http://www.lincolnshire.gov.uk/schoolorganisation). The Representation Period provided a further opportunity for people and organisations to express their views and ensure that they are taken into account when the final decision is taken. No responses were received during the Representation Period.

Under current legislation the Local Authority is the decision maker for the proposal and is co-ordinating the statutory process before making a final decision next year. The LA, as decision maker, must be able to show that all relevant issues raised are taken into consideration in the decision making process. Points raised can be considered unpersuasive but must not be ignored altogether.

The last stage of the statutory process would be the implementation of the proposal with the expansion of the capacity from 420 to 525 children with effect from September 2019.

**a) Has Local Member Been Consulted?**

Yes.

**b) Has Executive Councillor Been Consulted?**

Yes.

**c) Scrutiny Comments**

The decision of whether to proceed with the expansion of Monks Abbey Primary School will be discussed by the Children and Young People Scrutiny Committee at its meeting on 20 April 2018. Comments from the Committee will be passed onto the Executive Councillor.

#### d) Have Risks and Impact Analysis been carried out?

Yes

#### e) Risks and Impact Analysis

An Impact Assessment has been completed and in summary the analysis indicates that there will be no significant impact, positive or negative, arising out of the Executive Councillor's decision.

### 7. Appendices

|   |   |
|---|---|
| These are listed below and attached at the back of the report |   |
| Appendix A  | Summary of written consultation responses |
| Appendix B  | Statutory Notice                          |
| Appendix C  | Complete Proposal                         |
| Appendix D  | Site Plan                                 |

### 8. Background Papers

| Document title   | Where the document can be viewed  |
|--|---|
| Report on the proposal to expand the capacity at Monks Abbey Primary School (decision to go to Statutory Notice)                         | Lincolnshire County Council Committee Records Reference <b>I015278</b>  |
| The DfE guide "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision-makers" (April 2016) | Available on request from the School Organisation Planning Team, Children's Services.   |
| Equality Impact Analysis   | Available on request from the School Organisation Planning Team, Children's Services.   |
| Individual consultation responses  | Individual responses available to be viewed by the decision maker. Content of responses anonymised and summarised to this report in Appendix A. |

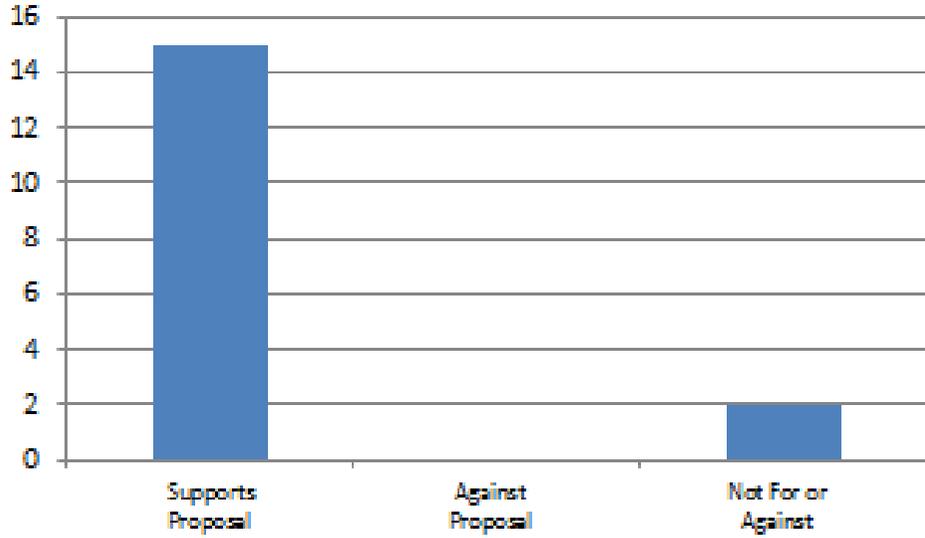
This report was written by Matthew Clayton, who can be contacted on 01522 555353 or [matthew.clayton@lincolnshire.gov.uk](mailto:matthew.clayton@lincolnshire.gov.uk).

**APPENDIX A**

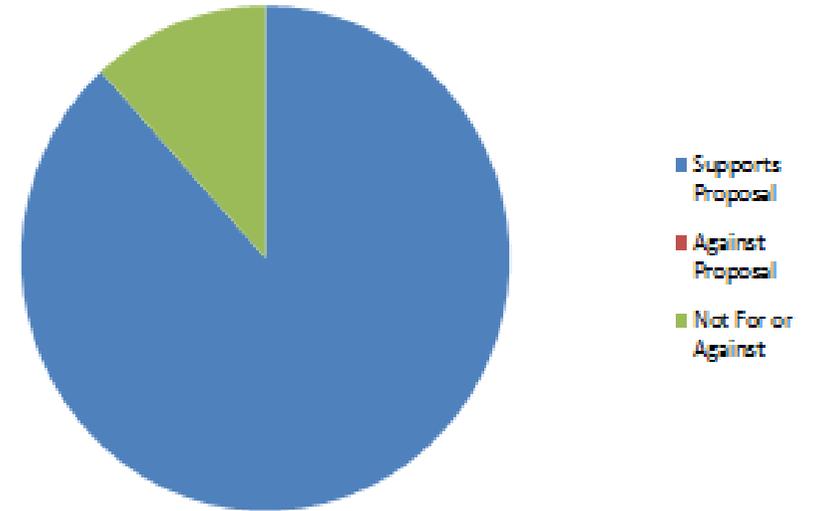
**Written Responses in the Consultation Period on the proposed PAN increase at Lincoln Monks Abbey Primary School**

| Point of View | Supports Proposal | Against Proposal | Not For or Against | Other comments/Notes  |
|---------------|-------------------|------------------|--------------------|---|
| MP            | Y                 |                  |                    | I would like to offer my support to expand the school. Having visited the school myself it is clearly a happy and positive environment for the pupils who attend the school and a popular choice with local parents. There are issues with ensuring that siblings are able to attend the school even if they fall in the catchment area. This can cause problems for parents in a practical sense. As well as local population increasing in the area and children attending the nursery school may not be guaranteed a place in the school.  |
| Parent/Carer  |                   |                  | Y                  | How are you going to accommodate these children as they move up throughout the school? By the time the wave of reception children reach Y6 there will be an additional 105 pupils in the school. Some classes are only just big enough for 30 children how are you going to fit an extra 7 desks in each class?   |
| Parent/Carer  | Y                 |                  |                    | I am in favour of the proposal as I believe the extra places are as much needed. I am also in favour because Monks Abbey is a brilliant school and I feel that with careful planning the staff will cope well with the increase.  |
| Governor      | Y                 |                  |                    | I have been present at almost all the relevant governors meetings where this has been discussed. I have been a governor of Monks Abbey School since 1997, so I am very familiar with the layout of the school and the organisation of the classrooms. It is already a large school, which achieves a very high standard of education in all respects and attracts high quality staff. Academically I am sure standards can be maintained if adequate accommodation is found for extra classes. It is very important that young children attend a school as close to their home as possible, rather than having to travel longer distances.  |
| Parent/Carer  | Y                 |                  |                    |   |
| Parent/Carer  | Y                 |                  |                    | It is good for the school because more children will be able to learn.  |
| Parent/Carer  | Y                 |                  |                    | It is good for the school because more children will be able to learn.  |
| Parent/Carer  | Y                 |                  |                    |   |
| Parent/Carer  | Y                 |                  |                    |   |
| Parent/Carer  | Y                 |                  |                    | Expanding into a secondary school too.  |
| Parent/Carer  | Y                 |                  |                    | The population numbers are increasing so it makes sense to expand the capacity as long as the high standards of education remain.   |
| Parent/Carer  | Y                 |                  |                    |   |
| Parent/Carer  | Y                 |                  |                    |   |
| Parent/Carer  | Y                 |                  |                    | As far as I can see the population is growing and can see more young families around. This means more places are required for young persons to study. As long as the school has the room to be expanded/say "Yes" to this and hope the proposal is allowed.   |
| Governor      |                   |                  | Y                  | We discussed this in our full governing body meeting on 30th November 17 and wish to acknowledge the consultation but have no specific views to express.  |
| Governor      | Y                 |                  |                    | The governing body of Monks Abbey Primary school would like to submit, as part of the consultation, a statement from the full governing body. As a community school we consider a core part of our ethos is for the school to be at the centre of our community, educating the children in this community. Over the last few years the number of children attending the school has grown significantly and we are proud of the education that we provide to these children. The community which we serve has, itself, changed significantly over this period and the school has responded and risen to the changes that this entailed. This has entailed remodelling of the school over this period with much internal structural changes. We are keen that this service to the local community continues but recognise that we have reached the physical capacity of the school without more serious structural work. So, we would support the proposals from the Local Authority to do this to increase the potential PAN from 420 to 525. Our major concern would be disruption to the function of the school and so would need to be assured that any work could, and would, take place in the vacation period so minimising any disruption. Thus we would want a deadline for the completion of any work by the penultimate week of August so that the school would be ready for opening in the first week of September giving a small amount of potential slippage. |

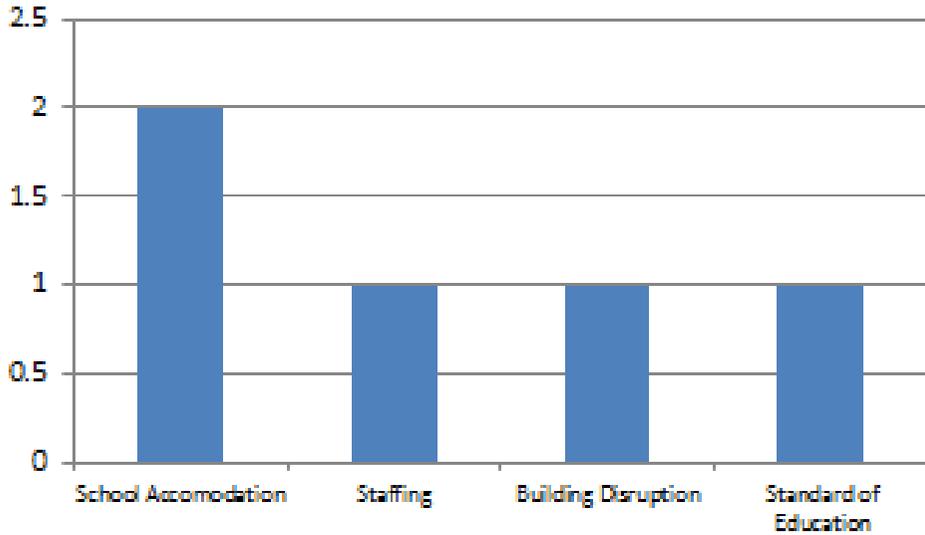
### Consultation Responses Overview



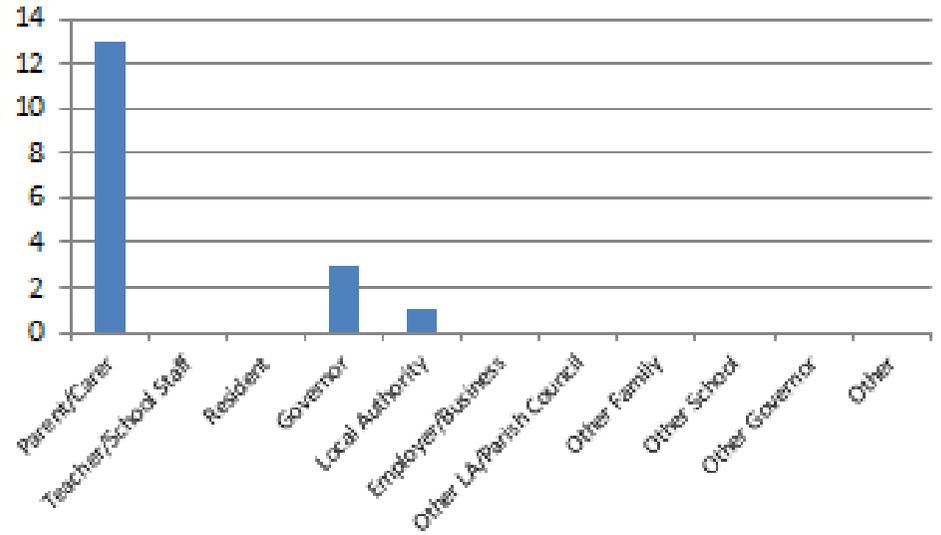
### Consultation Responses Overview



### Key Noted Reasons Given



### Responding Consultees



## Proposal to expand Monks Abbey Primary School

**NOTICE IS HEREBY GIVEN** in accordance with section 19(1) of the Education and Inspections Act 2006 as updated by the Education Act 2011 that Lincolnshire County Council, County Offices, Newland, Lincoln LN1 1YQ intends to make a prescribed alteration to Monks Abbey Primary School, Monks Road, Lincoln, LN2 5PF with effect from 1 September 2019.

The proposal is to increase the Published Admission Number (PAN) from 60 to 75, permanently expanding the school from the existing PAN capacity of 420 to 525 places. This would initially increase the PAN from 60 to 75 for the Reception intake in September 2019 only. The increased intake of up to 75 would be phased in with each subsequent Reception intake until the PAN of 75 applies to all year groups.

The prescribed alteration being consulted on is not related to any other statutory proposal. All statutory consultation requirements in respect of this proposal have been complied with.

The current net capacity of Monks Abbey Primary School based on physical classroom spaces is 420 and the proposed net capacity will be 525. As of September 2017 there were 406 primary aged pupils on roll.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained by writing to: School Organisation Planning Team, Children's Services, Lincolnshire County Council, County Offices, 51 Newland, Lincoln LN1 1YQ or by calling 01522 553392 or by emailing [schoolorganisation@lincolnshire.gov.uk](mailto:schoolorganisation@lincolnshire.gov.uk) or under 'Current Consultations' via [www.lincolnshire.gov.uk/schoolorganisation](http://www.lincolnshire.gov.uk/schoolorganisation)

A copy of the County Council's Home to School Transport policy can be obtained online at [www.lincolnshire.gov.uk/schooltransport](http://www.lincolnshire.gov.uk/schooltransport)

**Within four weeks** from the date of publication of this proposal, any person may object to or make comments on the proposal by sending them to School Organisation Planning, Children's Services, Lincolnshire County Council, County Offices, 51 Newland, Lincoln LN1 1YQ or by emailing [schoolorganisation@lincolnshire.gov.uk](mailto:schoolorganisation@lincolnshire.gov.uk)

Further details on the consultation which have led to this proposal can be accessed online under 'Current Consultations' via [www.lincolnshire.gov.uk/schoolorganisation](http://www.lincolnshire.gov.uk/schoolorganisation)

**Signed:**



Debbie Barnes

Executive Director of Children's Services  
Lincolnshire County Council

**Publication Date:** 08 February 2018

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**Complete Proposal**  
**to Expand**  
**Monks Abbey School, Lincoln**

MATTERS TO BE SPECIFIED IN SECTION 19 OF THE EDUCATION AND  
INSPECTIONS ACT 2006

PROPOSALS TO MAKE A PRESCRIBED ALTERATION TO A SCHOOL

**08 February 2018**

## **Contact details**

This proposal has been published by Lincolnshire County Council, County Offices, Newland, Lincoln LN1 1YQ regarding the expansion of Monks Abbey Primary School, Monks Road, Lincoln, LN2 5PF.

## **Implementation**

The proposal is to expand Monks Abbey Primary School with effect from 1 September 2019 to enable the Local Authority (LA) to fulfil its statutory duty of providing school places for all children of statutory school age in Lincolnshire. This proposal is being made to ensure that there are sufficient primary school places in the Lincoln Central area to accommodate the increasing pupil numbers in the community.

## **Objections and Comments**

Any person or organisation may object to or make comments on the proposal by sending them to the School Organisation Planning Team, Children's Services, Lincolnshire County Council, County Offices, Newland, Lincoln LN1 1YQ or by emailing [schoolorganisation@lincolnshire.gov.uk](mailto:schoolorganisation@lincolnshire.gov.uk) to be received by the deadline of 08 March 2018.

## **Alteration Description**

The proposal under consideration is to increase the Published Admission Number (PAN) from 60 to 75 therefore expanding the school permanently from the existing capacity of 420 to 525 places. This would initially increase the PAN for the Reception intake in September 2019 to 70 with the PAN for all other years remaining at 60. The increased intake of up to 70 would then be phased in with each subsequent Reception intake until the PAN of 75 applies to all year groups. This phased approach will allow the school to effectively manage staffing and teaching structures and help to ensure that pupil numbers at other local schools will be maintained. Should demand across the area result in mid-year pressures requiring additional places in higher year groups this approach also allows the flexibility to add capacity at the appropriate time if needed. This will help to avoid placing and transporting children to schools outside of the local community if they move into the area. The proposal will expand the school to 2.5 forms of entry.

The proposal here is to permanently expand the school and to provide sufficient physical capacity to eventually provide enough space for up to 525 pupils in total to enable 70 places in all year groups when eventually full.

## **School Capacity and Site**

It will not be possible to meet the growing demand for school places in the area without additional accommodation. The school admitted the usual intake of 60 but had an additional 11 pupils on a reserve list for Reception places for the intake in September 2017. Further accommodation is required if the school continues to take larger intakes to meet local demand beyond 2019. Accommodation will be provided, subject to planning permission and final approval of this proposal. The necessary building/refurbishment work will begin during 2019 (subject to planning permission

being granted) and planned to be completed in advance of the start of term in September 2019. This would be managed to cause minimal disruption to the school during term time making best use of school holidays where possible. Suitable additional teaching and resource spaces both inside and outside will be required to ensure sufficient facilities are in place to accommodate up to 525 primary aged children in total. It is proposed to achieve this by some internal remodelling with a small amount of new build to include additional teaching (one new classroom), stores, play areas and cloak spaces as well as other areas such as toilets and a new staffroom. These new facilities will benefit the children already on roll at the school as well as provide additional accommodation for increased pupil numbers on roll in the future.

The planning application process required is dealt with and consulted on separately from this process. There will be an opportunity for those that are interested to respond directly to the planning application.

## **Objectives**

The proposal detailed in this document is to expand Monks Abbey Primary School with effect from 1 September 2019. The objectives are to; ensure there are sufficient primary school places in Lincoln Central to accommodate increasing pupil numbers in the community; and to enable the LA to fulfil its statutory duty of providing school places for all children of statutory school age in Lincolnshire within a reasonable distance from where they live.

The LA considers this to be the most appropriate solution to the expected shortage of primary school places in Lincoln Central. The expansion of Monks Abbey Primary School would enable local children to attend a local school and the LA would not be actively participating in this process if it did not see significant advantages for children and young people, their parents/carers and the local community. The LA believes the proposal to be in the best interests of local children and local parents as well as educational provision in the area and it reinforces the priorities in the Joint Strategic Needs Analysis (JSNA) and the Joint Health and Wellbeing Strategy (JHWS).

The proposal will ensure that the provision of school places is planned so as to promote high educational standards, enable fair access to educational opportunity for every child and promote the fulfilment of each child's potential. This proposal will both enhance the quality of provision and sustain local provision and at the same time it will assist in meeting parental preference. It is also an opportunity to address some related suitability and condition issues to benefit not just the additional pupils but those that are already on roll.

Other options in and around this area of Lincoln Central have been explored and all primary schools have been considered for potential expansion, but none have been found to be as suitable due to reasons such as; geographical location in relation to demographic pressures, undersized sites, distance that pupils would have to travel, parental preference, impact on standards, potential planning challenges and the fact that other schools are of suitable sizes for the local areas that they serve.

The proposal to expand Monks Abbey Primary School has the support of the Governing Body. The LA is confident that the school can drive forward a successful expansion which will provide the opportunity to improve the learning experience and outcomes for the children to enable them to reach their full potential. The LA believes it to be the most appropriate option for expansion in the area.

Having additional classes and more children on roll at the school will also have financial benefits for the school. This may potentially provide the opportunity to enhance teaching provision and career opportunities for staff which in turn will benefit the learning experience of the children.

## **Consultation**

In order for the school to expand the LA must follow the necessary statutory legal processes as required by the Secretary of State in accordance with the Education and Inspections Act (EIA) 2006 and updated by the Education Act 2011 together with the guidance of the Department for Education (DfE) regarding expansion. The relevant DfE guidance was updated in April 2016. Under this guidance there is no longer a requirement for a prescribed consultation period prior to the publication of the Statutory Notice and Complete Proposal. However, the DfE still has a strong expectation that LAs will consult interested parties in developing their proposal. To fulfil this expectation the LA undertook a fair and open consultation to ensure all views were considered.

Consultation originally began on 03 November 2017 with a letter, incorporating relevant information and reasons for the proposal, sent to all parents of pupils attending the school informing them of the proposal. Interested parties were also informed as required by guidelines issued by the DfE. Individual meetings were offered to anyone interested to meet with representatives of the Local Authority at the school to ask questions and raise any concerns; no people took up this offer.

All parents/carers and other interested parties were given the opportunity to respond as part of the consultation process by 08 December 2017. Copies of the letter commencing consultation and the response form were also published on the County Council website under the webpage Current Consultations on [www.lincolnshire.gov.uk/parents/schools/for-schools/school-organisation-planning-team/current-consultations/](http://www.lincolnshire.gov.uk/parents/schools/for-schools/school-organisation-planning-team/current-consultations/)

All written responses received during consultation have been provided to the Executive Councillor for consideration in the decision making process. To briefly summarise there were 17 valid responses in total with 0 against the proposal, 15 for the proposal and 2 neither for nor against.

Under current legislation the LA is the decision maker for the proposal and is co-ordinating the statutory process before making a final decision in May 2018. The LA, as decision maker, must be able to show that all relevant issues raised are taken into consideration in the decision making process.

## **Project Costs**

This proposed expansion will incur capital costs that the LA will fund from the Children's Services capital programme. All capital costs are being covered by basic need funding allocated by the DfE. This funding is provided to add capacity to primary provision where it is needed, and is not intended for alternative uses elsewhere. The capital project aims to create the required facilities to allow for up to 525 pupils to be accommodated.

Revenue costs associated with the proposed expansion would be funded from the Dedicated Schools Grant (Growth Fund).

## **Special Educational Needs and Disability (SEND) provision**

The expansion of the school is not likely to have any impact on SEND provision other than an opportunity to improve the provision with better access to resources and consistently good quality teaching and learning at the school. Consideration of pupils with SEN will take place and the LA will continue to look to make improvements in the standard, quality and/or range of the education provision for children with SEN.

## **Need for places**

Birth data supplied by Lincolnshire Community Health Service (for January 2017) confirms the expected long term requirement for more places for children of a statutory school age in Lincoln Central.

Birth data shows a consistent cohort size above the capacity in the immediate area going forward. There will also be additional pupils from ambitious new housing development plans in the area that is not factored into the Health Service data. Therefore, a permanent sustainable solution is needed to accommodate these extra children to avoid overcrowding and to allow for a reasonable level of surplus capacity to accommodate pupils moving into the area.

The expansion is required to meet the projected demand for places in Lincoln Central and to ensure that the LA meets its duty of providing sufficient places for children of statutory school age in the immediate area. The expansion is proposed to meet the need for additional capacity in Lincoln Central and not to replace existing capacity in the primary sector, therefore not having a significant negative impact on neighbouring primary schools.

## **Expansion of successful and popular schools**

The Government is committed to ensuring that every parent can choose an excellent school for their child with the wishes of parents being taken into account. There is a strong presumption that proposals to expand popular and successful schools should be approved. DfE guidance states that if possible places should be allocated where parents want them and that successful and popular schools be allowed to grow. This proposal will assist in meeting parental preference to help ensure that pupils do not have to be placed outside of the area against preference.

Monks Abbey Primary School was rated overall by Ofsted as a 'Good' school at its last inspection in January 2015. The school is popular with parents and has been over-subscribed for the last three years on 1<sup>st</sup> preferences, and in addition continues to be very popular with 2<sup>nd</sup> preferences. It is also situated geographically in an ideal location in relation to the demand for places.

## **Related Proposals**

The proposal to expand Monks Abbey Primary School is not related to any other statutory proposal.

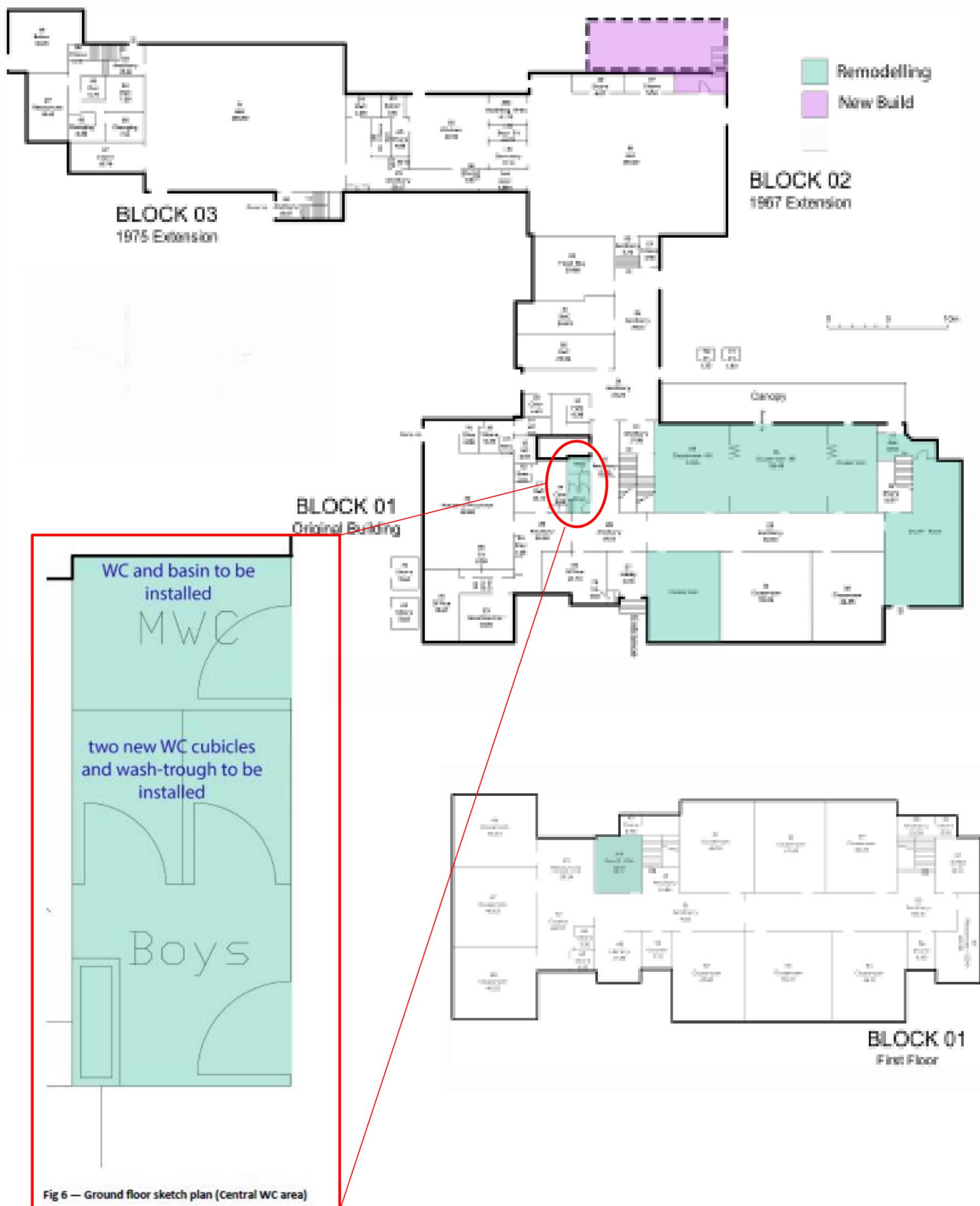
## **What will happen now?**

Any person may object to or make comments on this proposal by sending them to the School Organisation Planning Team, Children's Services, Lincolnshire County Council, County Offices, 51 Newland, Lincoln LN1 1YQ or by emailing [schoolorganisation@lincolnshire.gov.uk](mailto:schoolorganisation@lincolnshire.gov.uk)

At the close of the 4 week representation period (statutory formal consultation) on 08 March 2018 responses will be collated and analysed and a further report will be presented to the Executive Councillor for a final decision in May 2018 on the expansion of the school. The representation period is the final opportunity for people and organisations to express their views about the proposal and ensure that they will be taken into account by the decision maker.



Fig 1 — Site Plan



**Fig 2 — Building Floor Plans**

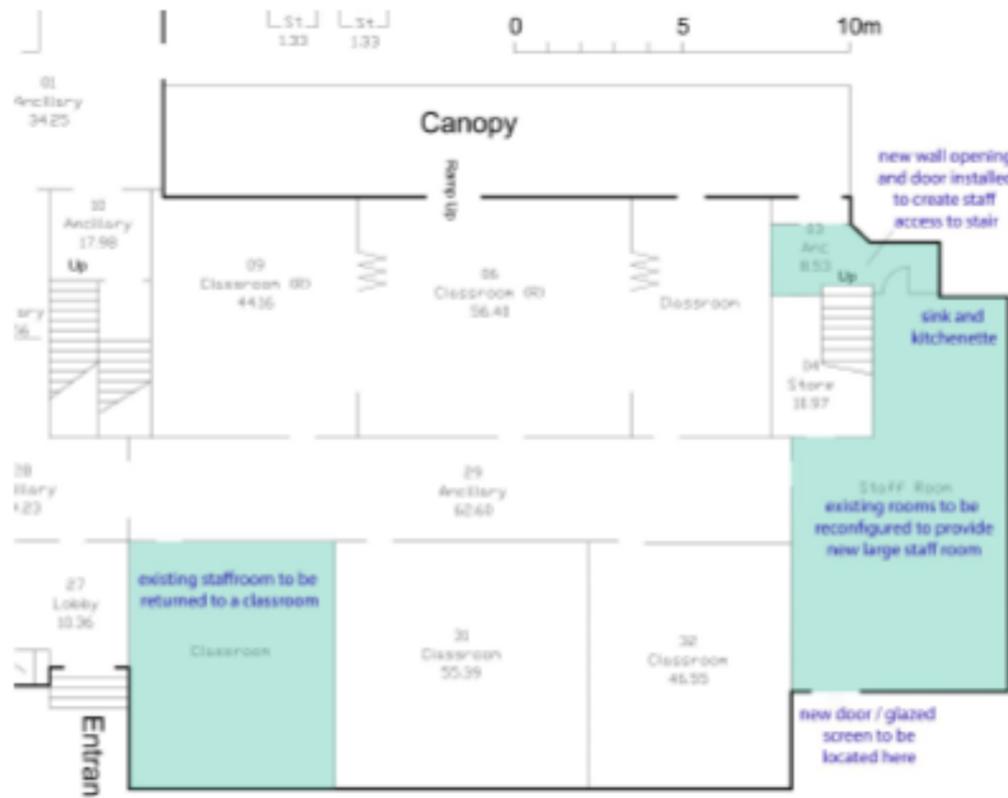


Fig 7 — Ground floor sketch plan (staff area)

(see page 4 for site location)

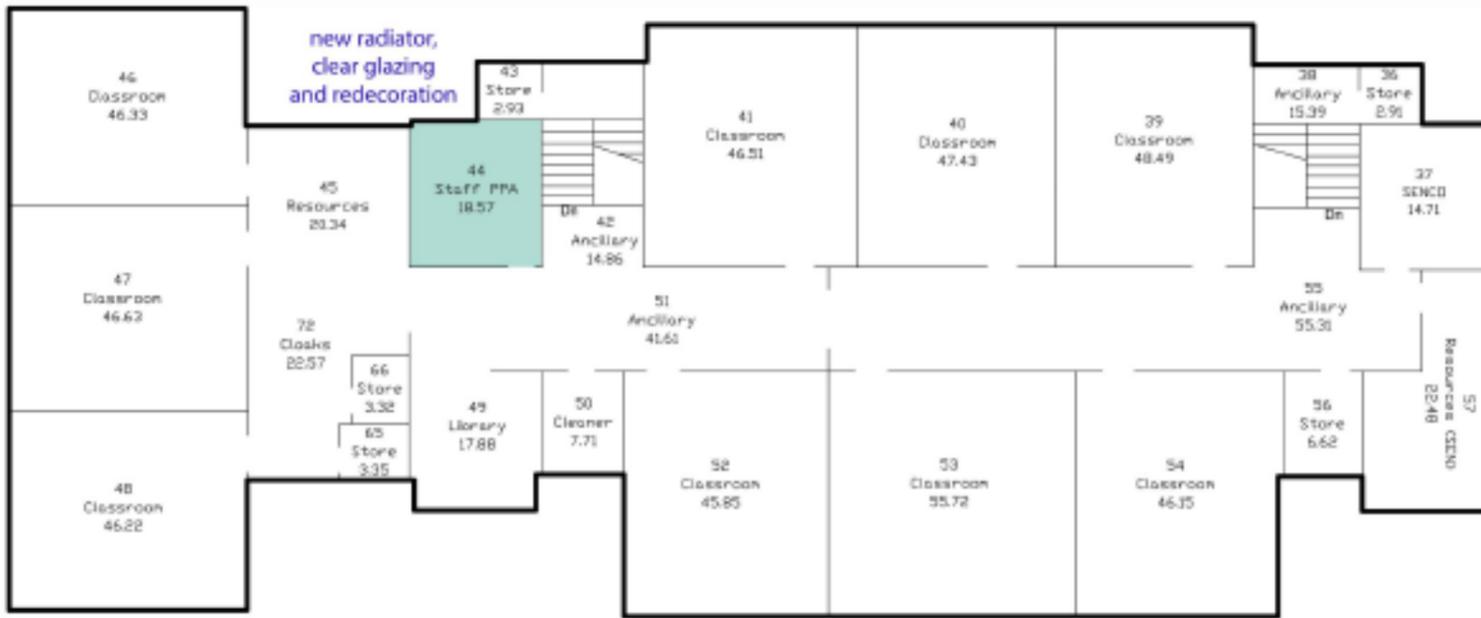


Fig 8 — First floor sketch plan (staff office)

(see page 4 for site location)





Fig 12 — Ground floor phasing plan



Fig 13 — First floor phasing plan

## Policy and Scrutiny

### Open Report on behalf of Debbie Barnes, Executive Director of Children's Services

|            |   |
|------------|---|
| Report to: | <b>Children and Young People Scrutiny Committee</b> |
| Date:      | <b>20 April 2018</b>                                |
| Subject:   | <b>Post 16 Transport Policy Statement 2018-2019</b> |

#### Summary:

This report invites the Children and Young People Scrutiny Committee to consider a report on the Post 16 Transport Policy Statement 2018-2019 which is due to be considered by the Executive Councillor for Adult Care, Health and Children's Services between 23 and 27 April 2018. The views of the Scrutiny Committee will be reported to the Executive Councillor as part of her consideration of this item.

#### Actions Required:

The Children and Young People Scrutiny Committee is invited to

- (1) consider the attached report and to determine whether the Committee supports the recommendation(s) to the Executive Councillor for Adult Care, Health and Children's Services as set out in the report.
- (2) agree any additional comments to be passed to the Executive Councillor for Adult Care, Health and Children's Services in relation to this item.

## 1. Background

The Executive Councillor for Adult Care, Health and Children's Services is due to consider a report on the Post 16 Transport Policy Statement 2018-2019. The full report to the Executive Councillor is attached at Appendix 1 to this report.

## 2. Conclusion

Following consideration of the attached report, the Committee is requested to consider whether it supports the recommendation(s) in the report and whether it wishes to make any additional comments to the Executive Councillor. The Committee's views will be reported to the Executive Councillor.

### 3. Consultation

#### a) Have Risks and Impact Analysis been carried out?

See report to the Executive Councillor attached at Appendix 1.

#### b) Risks and Impact Analysis

See report to the Executive Councillor attached at Appendix 1.

### 4. Appendices

|  |   |
|--|---|
| These are listed below and attached at the back of the report. |   |
| Appendix 1   | Report to the Executive Councillor for Adult Care, Health and Children's Services on Post 16 Transport Policy Statement 2018-2019 |

### 5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by David Robinson and Teri Marshall, who can be contacted on 01522 553259 or 01522 553440 or [david.robinson@lincolnshire.gov.uk](mailto:david.robinson@lincolnshire.gov.uk) or [teri.marshall@lincolnshire.gov.uk](mailto:teri.marshall@lincolnshire.gov.uk).

**Open Report on behalf of Debbie Barnes, Executive Director of Children's Services**

|                     |   |
|---------------------|---|
| Report to:          | <b>Councillor Mrs P A Bradwell, Executive Councillor Adult Care, Health and Children's Services</b> |
| Date:               | <b>23 - 27 April 2018</b>   |
| Subject:            | <b>Post 16 Transport Policy Statement 2018-2019</b>   |
| Decision Reference: | <b>I015277</b>  |
| Key decision?       | <b>Yes</b>  |

**Summary:**

The Council provides subsidised transport for learners of sixth form age (extended to age 21 or 25 for learners with Special Educational Needs and/or Disabilities (SENDs)) to a school sixth form, college of further education or other approved setting. This costs the authority around £2m per year (2017/18 forecast), and the authority recovers a proportion of the cost, (approximately £1m), through a charge to parents or students which is currently £570 per annum (£579 per annum if paid in instalments).

The provision of transport support by the Council is in recognition of a duty to 'ensure access' to further education and training opportunities (DfE Guidance on Post 16 transport to education and training, October 2017).

This report sets out the Council's proposed Post 16 Transport Policy Statement as required by section 509AA of the Education Act 1996.

This statement continues the provision of previous years and proposes to keep the parent/student contribution at the same level as the previous year at £570 per annum (£579 if paid in instalments). It also proposes a removal of the Designated Transport Area (DTA) for Newark College and an extension of the DTAs for Lincoln College and Grantham College to cover this geographical area. This proposed change was subject to an engagement exercise with key stakeholders between 01<sup>st</sup> February 2018 and 28<sup>th</sup> February 2018. In addition, a meeting of stakeholders and the Council's representatives took place on 14<sup>th</sup> March 2018 where a number of issues were discussed.

**Recommendation(s):**

That the Executive Councillor for Adult Care, Health and Children's Services:

1. approves the adoption of the Post 16 Transport Policy Statement attached at Appendix A as the Post 16 Transport Policy Statement for 2018/19.

2. approves the continuation of the student/parent contribution at a rate of £570 per annum (£579 if paid in instalments).

3. approves the removal of the Designated Transport Area for Newark College and the extension of the Designated Transport Areas for Lincoln College and Grantham College to cover this area of the County.

**Alternatives Considered:**

|    |  |
|----|--|
| 1. | To decrease or increase the parent/student contribution.                     |
| 2. | To retain the Newark College Designated Transport Area in it's current form. |

**Reasons for Recommendation:**

The Transport Policy Statement attached at Appendix A is seen as sustainable over the next year as described in the report and strikes a balance between continuing to be affordable for families and at the same time allows the Council to maintain its offer of support using the funds it has available.

The recommendation is made in order to help ensure that the post 16 transport support policy is sustainable into the medium term future during a period of financial retrenchment.

**1. Background**

The Council has a statutory duty under section 10 of the Education and Skills Act 2008 to exercise its functions so as to promote the effective participation in education or training of persons belonging to its area with a view to ensuring that those persons participate in appropriate full-time education or training, an apprenticeship or are in full time occupation and participate in sufficient relevant training, all pursuant to section 2 of the 2008 Act.

The Council also has a statutory duty to publish a Post 16 Transport Policy Statement every year, setting out the arrangements for the provision of transport or otherwise that the authority considers it necessary to make for facilitating the attendance of persons of sixth form age at schools, any institution maintained or assisted by the authority which provides further education or higher education or both, any institution within the further education sector, any 16 to 19 Academy or any other establishment at which the authority secures the provision of education or training.

The Council proposes to make the arrangements as set out in the document attached at **Appendix A**.

Post 16 Transport to Education and Training - Statutory Guidance dated October 2017 requires the Council, in planning transport provision, to take into account its duty to promote effective participation under the 2008 Act and the duty under

section 2 of that Act on young people to participate in education or training up to age 18 as described above.

The overall intention of the 16-18 transport duty is stated in the Guidance to be to ensure that learners of sixth form age are able to exercise choice in accessing education and training opportunities and ensure that if support for access is required it will be assessed and provided where necessary.

To achieve the aim of ensuring access the Council subsidises the cost of post 16 travel in Lincolnshire to support access to education and training opportunities for learners of sixth-form age. This subsidy ensures that the cost of the travel is not a barrier to accessing opportunities, as is required in the guidance issued to local authorities by the Department for Education.

The context in which the Council's support to post 16 transport must be assessed is one of declining government funding for local authority services. Over the past 8 years the Council's revenue support grant funding (the Council's original main source of funding) has reduced by some 84%.

Over the period from 2010/11 to the end of the 2017/18 financial year the County Council has made some £290m of savings. It is known that further savings of £34m will be required between 2018 and 2020.

These savings have been, and will continue to have to be, achieved against a background of increasing cost pressures including the cost of adult social care for an ageing population and more generally the national living wage. In the area of transport the requirement that young people remain in education or training to age 18 itself represents a pressure on the cost of post 16 transport. In addition the cost of commercial contracts and bus and train fares has been rising in recent years.

Furthermore the Council has maintained a balanced budget over the last two years by calling on reserves. Once used, reserves are gone and they are not a sustainable form of funding for services.

In the course of the savings that have been made to date as referred to above, the contribution made by parents and students to the cost of post 16 transport has enabled the Council to continue to sustain its offer of transport support to all pupils in Lincolnshire, where it is deemed necessary.

Unlike our urban Local Authority counterparts, in order to meet the duty of ensuring suitable access to education at the Post 16 phase, Lincolnshire County Council has to provide dedicated transport support where there are gaps in the commercial transport network. There is no additional funding provided to Lincolnshire to meet this duty and consequently the funds have to be found from within existing resources. This report proposes that the contribution is maintained at its current level for the academic year 2018/19. It is felt that the contribution is at a level where it strikes a balance between continuing to be affordable for families and at the same time allows the Council to maintain its offer of support using the funds it has available.

Currently, the net cost to the Council of providing the subsidised transport for post 16 learners is around £1m a year. The cost to students, of £570 a year (£579 when paid in instalments), is around £3.17 a day for a return journey, whatever the distance to the qualifying school, college or setting. This compares favourably with commercial fares in nearly all cases.

Some examples of daily commercial fares are given below, with the cost to students of the proposed charge given also.

| Bus/Train       | Return Journey                   | 2016/17      | 2017/18      | 2018/19      |
|-----------------|----------------------------------|--------------|--------------|--------------|
| Bus             | Louth to Lincoln                 | £8.50        | £9.00        | £9.00        |
| Bus             | 7 day Mega Rider (Lincoln Area)  | £11.50       | £12.00       | £13.00       |
| Train*          | Metheringham to Lincoln          | £4.40        | £4.60        | £4.70        |
| Bus             | Skegness to Boston               | £5.80        | £6.40        | £6.40        |
| Train*          | Heckington to Boston             | £6.10        | £6.20        | £6.40        |
| Train*          | Wainfleet to Boston              | £8.60        | £8.70        | £9.00        |
| Train*          | Sleaford to Grantham             | £6.30        | £10.30       | £10.60       |
| Bus             | Sleaford to Grantham             | £6.30        | £9.00        | £9.00        |
| Bus             | Long Sutton to King's Lynn       | £5.80        | £6.20        | £6.50        |
| Bus             | Louth to Grimsby                 | £6.80        | £8.20        | £8.50        |
| Train*          | Market Rasen to Lincoln          | £8.90        | £9.00        | £9.30        |
| Bus             | Market Rasen to Lincoln          | £7.70        | £8.30        | £8.70        |
| Bus             | Ruskington to Lincoln            | £8.50        | £9.00        | £9.00        |
| Train*          | Gainsborough to Lincoln          | £8.40        | £8.40        | £8.70        |
| Train*          | Ruskington to Lincoln            | £6.80        | £6.90        | £7.10        |
| Bus             | Gainsborough to Lincoln          | £7.60        | £8.20        | £8.50        |
| Bus             | Welbourn to Lincoln              | £6.60        | £7.00        | £7.20        |
| Bus             | Navenby to Lincoln               | £6.40        | £6.90        | £7.20        |
| <i>LCC Pass</i> | <i>Home to School or College</i> | <i>£2.77</i> | <i>£3.17</i> | <i>£3.17</i> |

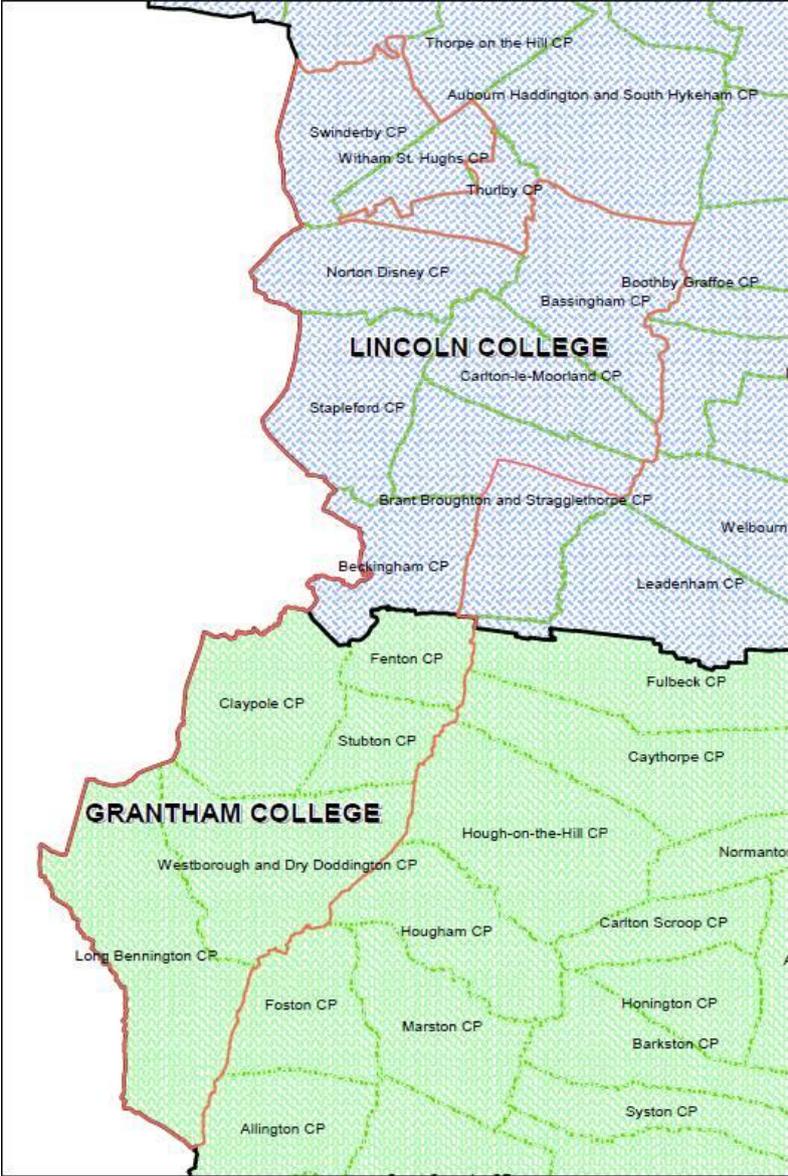
\*Young people can get up to a third off these fares by buying a young person's railcard, but travel times are restricted.

This report proposes that the eligibility criterion for 2018/19 remains the same. However, it proposes a slight amendment to the Designated Transport Areas (DTAs) in one part of the county to remove the DTA for Newark College. Newark College has recently become an extension of Lincoln College and due to its size, offers limited course choices for the pupils in this area. Many students choose to attend Lincoln College and Grantham College where a more extensive course choice is available. The removal of the Newark College DTA will mean an extension of the DTAs for Lincoln and Grantham to cover this geographical area. It is believed that this will ensure the students in this area are offered an equitable course choice when compared with their peers in other areas of the county. The following maps show the areas affected by this change:

**Map 1 - The Designated Transport Area for Newark College currently within the 2017/18 Policy.**



**Map 2 - The proposed removal of the Designated Transport Area for Newark College and extension of the Designated Transport Areas for Lincoln College and Grantham College for the 2018/19 school/college year.**



The policy itself continues to support families on low incomes by ensuring that the charge is affordable as set out above. At the same time the Council applies a flat charge regardless of location which in a large rural county ensures that families in rural locations are not disadvantaged by the greater cost incurred by the Council in arranging transport in rural locations. For students with learning difficulties or disabilities, the transport needs are assessed on an individual basis. Whatever transport is specifically needed to meet the needs of individual learners, these are provided at the same fixed rate charge. This is made clear in the Transport Policy Statement.

In addition to this, colleges, sixth forms and other providers of further education are given 'bursary funding' directly by the government, for which funds are specifically provided to help learners with the cost of further education, including transport

costs if appropriate. This funding stream, which was once routed through local authorities, is available to students on application. Low income criteria are used by colleges and other providers to determine support given. The control of these funds is in the hands of the providers.

## **2. Legal Issues:**

### Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- \* Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- \* Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- \* Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- \* Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- \* Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- \* Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding.

Compliance with the duties in section 149 may involve treating some persons more favourably than others.

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process.

An Equality Impact Assessment (EIA) is enclosed at **Appendix C** in respect of the proposed Transport Policy Statement. The EIA concludes that there are potential impacts for certain groups in the protected characteristics categories. Mitigating actions are set out in the EIA at Appendix C. In respect of disability, in particular the individual transport needs of students and young learners are always considered and appropriate transport arrangements made. The policy is to provide transport for students to and from home to a school, college or other setting. 'Home' can be a point up to 3 miles from the student's actual home for the purposes of operation of the policy, however this distance criteria is always disapplied where the young person could not be expected to walk to a school or college, or to a transport pick up point and bespoke arrangements are made for the young person as needed.

The potential impacts identified are based on the fact that certain groups with a protected characteristic are often more likely to be on lower incomes. This is addressed by the affordability of the Council charge and the existence of bursaries from provider institutions which take into account ability to pay. These bursaries are provided through funding issued directly by the government to provider institutions. This is money that used to be channelled through the local authority. That is no longer the case.

The Council does not itself therefore operate any kind of reductions or means tested assistance for families on low income. The flat rate charge is considered to be justifiable in a large rural county like Lincolnshire for reasons given above and is less bureaucratic and costly to administer. Families on low incomes can apply for the bursaries just referred to.

#### Joint Strategic Needs Analysis (JSNA and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision.

The JSNA reports on the health and wellbeing needs of the people of Lincolnshire. It brings together detailed information on local health and wellbeing needs and looks ahead at emerging challenges and projected future needs.

The Lincolnshire JSNA and JHWS identify a number of needs that directly relate to young people. The policy on transport support under-pins the aims of the JSNA and JHWS in the following areas.

- Improve health and social outcomes and reduce inequalities
- Achieve potential
- Improve educational attainment

Each of the above aims are specifically addressed by this policy statement, since its overriding aim is to enable young people to participate in education and training until they reach the age of 18 or beyond. For students with learning difficulties and/or disabilities it is particularly important that they are allowed longer to complete this process of further education and the transport policy supports continued participation for this category until the age of 21 or even 25 years.

## Crime and Disorder

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area.

The Post 16 Transport Policy Statement sets out the means by which the Council supports young people to access education and training and therefore contributes to reducing the potential for crime and disorder. In particular, by offering guaranteed transport at an affordable rate the policy enables young people to engage in purposeful activity namely education and training leading to recognised qualifications. This takes place in recognised settings where issues such as citizenship and community cohesion are integrated into the student offer by means of curriculum input and tutorial support.

## Community Engagement

A survey of stakeholders and other interested parties was concluded between 01 February and 28 February 2018.

Additionally a face to face meeting was held with post 16 and transport providers, to ascertain views and to ask specific questions of providers regarding the policy and its effects in March 2018. Representatives from all schools with sixth forms, further education establishments, training providers and transport operators were invited to the event. The meeting at the Admiral Rodney Hotel in Horncastle was attended by representatives from Lincoln College, Boston College, Grantham College, Stagecoach East Midlands, Brylaine Travel and Skegness Travel, as well as the Transport Services Group and Children's Services Transport Commissioning Team, both of LCC.

The survey, responses and minutes of the meeting are reproduced as **Appendix B**.

The main issues which arose during the engagement process, by category, and the Council's response, are as follows:

- **The Council is not providing an individual subsidy as it claims.** This view has been advanced by one college representative on the grounds that the cost of a travel pass from commercial transport operators in some areas of the county is less than the cost of the transport support made by the Council. It is thus more expensive for the student to buy the Council's support than it is to make their own arrangements, e.g. in the North Hykeham/Lincoln area.

**The Council's view.** The Council is not providing an individual subsidy as a policy, but a general subsidy. The subsidy is a subsidy of the support as a whole, across the county, and taking into account the cost to the Council of providing the service and policy for all entitled travellers. In a few small areas of the county, it is possible

for a learner to buy a season ticket that costs less than the Council's support. In that case, we would advise the learner to buy the season ticket from the provider, if it meets their needs better. However, relatively few learners can benefit from this arrangement. For the vast majority of young learners, the Council's offer easily beats anything they can obtain commercially. See Table 1. For students in remote locations, and for those who cannot independently travel, the contribution represents only a small proportion of the total cost, which is mainly met by the Council.

- **The contribution of £570 is too expensive for students; particularly given students have to stay in education due to the Raising of the Participation Age.** This is the main view provided by students. There is a belief that the Raising of the Participation Age has made Post 16 education compulsory and therefore students do not feel that they should pay. However, they believe if the Council is insisting on making a charge it should be less than £570 as this is a barrier to engaging in Post 16 education.

**The Council's view:** The Raising of the Participation age is not about raising the school leaving age. Young people leaving compulsory education at 16 can choose to pursue one of the following options:

- Full-time education at school or college;
- An apprenticeship;
- Part-time education or training if the young person is employed, self-employed or volunteering for 20 hours or more.

There is no duty placed on the Council to continue to provide transport at the post 16 phase free of charge. This policy is therefore a discretionary policy and to ensure its sustainability, a contribution is sought from the young people choosing to utilise the Council's transport and access full time education at school or college.

- **The financial contribution is too expensive, which is exacerbated when a family have more than one pupil in post 16 education.**

**The Council's View:** Post 16 education providers are able to access funding to support families on a low income in the form of a financial subsidy. This funding was once provided to the Local Authority, but is now in the hands of the providers. Many colleges will support families through this funding. The transport contribution is deemed to be affordable as it is cheaper than most other comparable commercial transport fares.

- **The Council should not support students to travel to colleges outside of Lincolnshire.** It is claimed that most other, if not all, neighbouring local authorities have discontinued transport support to students residing outside of Lincolnshire to access Lincolnshire establishments. There was a view from one college representative that Lincolnshire students should only be provided transport support to Lincolnshire establishments and not to any out of county establishments.

**The Council's View:** Transport support is offered to students to the nearest or designated school sixth form, college or Post 16 establishment subject to the establishment being over 3 miles and the financial contribution being made. Given the size of Lincolnshire, the nearest establishment is often over the county borders so transport is provided to these establishments. To not do so, would significantly increase student journey times, particularly for those living close to the North/North East Lincolnshire borders as well as the transport costs for the Local Authority. This could also limit the course choice on offer for some students in areas of the county.

- **The two year entitlement to transport guaranteed in the policy should be extended where appropriate to three years.** Some students, it is claimed, need an extra year of support because they use the first year of post 16 (Year 12) to re-take exams and/or start a foundation year course, before embarking on a two year course, meaning they study in college particularly for three years.

**The Council's view.** The Council has a duty to provide free transport where needed for eleven compulsory school years, from year 1 to year 11. The policy provides an automatic right, if criteria are met, to a further two years (from Years 12 to Year 13) for Lincolnshire students. The intention is to allow for a student to progress to Level three qualification ('A' levels and BTEC Nationals are Level 3). Additionally, if a student has begun a course and is under 19 at the time of the start of the course (1 September is operative date), and following the second year of a two year course when it is clear the third year is a continuation of study, then transport support will be given for a further year. This is to allow for some students to qualify for a third year, but the provision of an automatic third year of support is not given. Students with SENDs are excluded from this rule, since many need additional time to complete courses which is spaced out for longer than two years. The local offer allows transport to be provided for students with SENDs for up to age 25.

- **The council's restriction of support to a nearest or 'designated' establishment does not allow for 'reasonable choice' of course, as the DFE Guidance states.**

**The Council's view:** The DFE guideline does state that the policy should allow for a student to access a choice of establishments and be able to choose from a range of courses. The Council's policy, which provides for transport support to a local or designated sixth form, or to a further education college, or to a designated post 16 provider, provides a wide choice of courses post 16. The proposed change to the Designated Transport Area for Newark College for 2018/19 will widen the choice for the students in this area of the county. The Council has taken legal advice and considers that the policy meets the requirement to offer reasonable choice of course.

- **One College has reported that the number of students requiring financial support for transport costs has reduced over recent years and a Lincoln bus operator has reported that the number of pupils accessing public transport has also reduced. There is a view that this**

**is attributed, in part, to the rise in the cost of a LCC pass and that there needs to be a review of transport policies as the viability of rural bus routes in some areas of the county are under threat with this reduction in numbers.**

**The Council's View:** The financial contribution sought from applicants to access LCC's transport has gradually risen since its inception in 2006/7. This has been the Council's response to ensuring it continues to meet the duty of ensuring that access remains in place for Post 16 students at a time of significant financial reductions.

Many Post 16 providers support their students on an individual basis with meeting these costs. However, some education providers have chosen to provide their own transport for their students, often free of charge. It is reported that many of these routes conflict with the commercial transport network which is threatening the viability of the commercial network in some areas. Operators are concerned that if colleges are no longer able to fund their dedicated bus routes, the commercial network will no longer exist to fall back on if the situation does not improve.

Additionally, following the rise in academies more sixth form provisions now exist in schools where they did not before so more students may choose to stay in their existing school as opposed to travelling further to college.

These developments, coupled with a smaller cohort of students in Post 16 education, are creating a fragmented transport network and could be threatening the sustainability of the transport and access opportunities currently available to students.

The loss of commercial transport services is a concern for the Council as it could have a negative impact as a consequence could be that the Council may be required to step in to provide more expensive provision to ensure access continues to be available for students.

The Council intends to analyse this further in the next year to get a more thorough understanding of the issues. The Council will explore the potential for supporting Operators through cost effective pilot initiatives to help to increase patronage on services in an attempt to sustain the transport network and avoid the potential for more expensive provision in the future as the Council strives to meet its statutory duties.

### **Support Offered by others**

During the engagement exercise, several bus companies that operate commercial services in the urban areas of the county advised that they offered season ticket arrangements and discounted fares for students on their services. In rare cases, the arrangements can sometimes be cheaper than the offer from the Council.

Additionally, two of the Colleges within the county advised that they provide free bus services which students can utilise and colleges make arrangements directly with students to ensure the students can access these.

Providers of post 16 education also offer financial support for transport to families who meet the means tested criteria, set by the establishments, from the bursary funding supplied to the establishments directly from the DfE. This funding used to be provided to the Council. Establishments report that a high proportion of the funding available is used to support transport for those that qualify.

The Council is aware that alternative support is available to students and therefore advises them to research the support on offer from transport providers and the post 16 establishments in their area before committing to choosing the Council's transport offer.

## **2. Conclusion**

It is perhaps understandable that users of the service and parents of students (who will be paying the contribution in the main), and other interested parties who benefit from the service, will disapprove of proposals to charge a contribution towards the cost of the provision on offer. However, one purpose of the contribution is to ensure the medium-term sustainability of the policy, to benefit learners throughout the county.

The Post 16 Transport Policy Statement meets the Council's legal obligations and provides a level of support which will enable every full time Post 16 learner in Lincolnshire to access a choice of course of education or training.

The decision-maker is asked to consider the information here and approve the statement for publication as the Council's Post 16 Transport statement for 2018/19.

## **3. Legal Comments:**

The Council has a duty to publish a Transport Policy Statement as described in the Report.

The Council must have regard to the statutory guidance referred to in the Report in arriving at its Transport Policy Statement and determining the amount of any contribution payable by students and parents of children of sixth form age. The way in which the guidance has been taken into account in arriving at the recommendations is set out in the Report together with other matters to which the Executive Councillor must have regard in reaching a decision.

The Executive Councillor can lawfully decide to approve the Transport Policy Statement and the proposed level of contribution.

The decision is consistent with the Policy Framework and within the remit of the Executive Councillor.

#### **4. Resource Comments:**

The proposals here have minimal resource implications. The change to the DTA map and entitlement to transport support is estimated to add around £5000 pa to the cost of transport support.

The freezing of the transport contribution means that a loss of additional income of up to £26,000 is possible (based on the non-imposition of a 2% increase in the annual cost), but based on previous experience this will more than likely be offset by a drop in numbers taking up the offer, therefore, the loss of additional income is more likely to be in the region of £15,000.

The Commissioning Team is committed to finding further efficiency savings during the year ahead which should more than cover the cost of the changes. It is therefore expected that these additional costs will be met from existing transport budgets.

#### **5. Consultation**

##### **a) Has Local Member Been Consulted?**

This affects the whole of Lincolnshire so no Local Members have been consulted specifically.

##### **b) Has Executive Councillor Been Consulted?**

Yes

##### **c) Scrutiny Comments**

This decision will be considered by the Children and Young People Scrutiny Committee at its meeting on 20 April 2018 and the comments of the Committee will be reported to the Executive Councillor.

##### **d) Have Risks and Impact Analysis been carried out?**

Yes

##### **e) Risks and Impact Analysis**

For all groups (not just those in groups that have protected status), there are some positive impacts of the proposals. The purpose of the statement is to ensure young people have reasonable choice of course at the post 16 phase of their education and have a means of accessing it. The purpose of the financial contribution is to ensure that the service offer is sustained and those living in rural areas are not any more disadvantaged in terms of costs than those living in urban areas.

## 6. Appendices

|   |   |
|---|---|
| These are listed below and attached at the back of the report |   |
| Appendix A  | Post 16 Education Transport Policy Statement 2018-19                    |
| Appendix B  | Summary and Analysis of the Stakeholder Engagement                      |
| Appendix C  | Post 16 Education Transport Support Policy - Equality Impact Assessment |

## 7. Background Papers

| Document title                       | Where the document can be viewed  |
|--------------------------------------|---|
| Statutory guidance for LAs- Oct 2017 | <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/652980/Post-16_Transport_Guidance.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/652980/Post-16_Transport_Guidance.pdf</a> |

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# **Post 16 Education Transport Policy Statement 2018/19**

**Transport policy statement for learners aged 16-18 in further education (schools, colleges and centres offering courses funded by the Education Funding Agency (EFA)) and for continuing learners aged 19 and over).**

**Published May 2018**

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# 1. Summary of policy and main objectives

The aim of the policy is to enable every learner reaching school leaving age living in Lincolnshire to access an appropriate course of education or training to meet their education or training needs. This policy applies to further education and not higher education undergraduate study and is aimed at learners aged 16-18 years, with additional support for learners beyond the age of 18 who have disabilities and/or learning difficulties

To enable this, Lincolnshire County Council will provide or subsidise transport to the nearest or designated Sixth Form, College of Further Education or other licensed providers over 3 miles from the student's home. A copy of college designated transport areas (DTAs) can be found at Appendix G of the home to school/college transport policy ([www.lincolnshire.gov.uk/schooltransport](http://www.lincolnshire.gov.uk/schooltransport)) and a list of licensed providers is included below within this policy statement. In 2018 the Council took the decision to remove the DTA for Newark College and extend the DTA areas for Lincoln and Grantham Colleges to cover this geographical area.

This support is subject to an annual contribution by the learner of £570 (or £579 if paid in instalments) which can be paid as follows:

- A full payment of £570
- In three instalments of £193
- In 6 instalments of £96.50

Details of when and how the payment may be made are given below. The contribution must be paid by all learners who qualify for transport support. There are facilities for payment by instalments and these are detailed in Section 2 below. The transport provision is one outward journey and one return journey, timed for the start and finish of the school or college day. Transport is provided to the main school or college sites only and transport is not provided to satellite sites.

Transport provision made is appropriate to the location and timings of the school or college day. It may be necessary for a student to make his or her own way to and from a transport pick-up point.

Learners with learning difficulties and/or disabilities may require transport support beyond the age of 19 because their further education requires attendance beyond that age. In these circumstances, transport support is offered up to age 21 years and exceptionally up to 25 years of age, on the same basis as for mainstream post 16 learners. The specific needs of learners with learning or other disabilities are assessed.

The normal entitlement is to transport support for two years with additional support available to learners with a disability or learning difficulty.

## **2. How and when to apply for transport**

If a learner thinks they are eligible for transport support they should make their application from March. They can apply anytime from that month but if the application and payment is not made by 31 July there is no guarantee that transport will be in place for September.

Transport can be applied for online ([www.lincolnshire.gov.uk/schooltransport](http://www.lincolnshire.gov.uk/schooltransport)). This is the quickest and fastest way to apply. Alternatively, if an applicant is unable to access the online form, our Customer Services Centre can take an application over the phone. Failing that, application forms can be completed and sent to the transport office. Help with making applications is available by ringing 01522 782020. If a parent or learner wishes to make a paper application they can request a form from the Customer Service Centre on 01522 782020.

## **3. Details of fares, concessions, discounts, subsidies, passes and other travel arrangements available in Lincolnshire**

### **From the County Council – Entitlement**

As stated above, there is a learner contribution or charge for the provision of transport support. This is £570 (or £579 if paying in instalments) for the school or college year 2018/19. The contribution may be paid in one annual payment, in 3 instalments of £193 or in 6 instalments of £96.50.

The Council's preferred method of payment is online at [www.lincolnshire.gov.uk/onlinepayments](http://www.lincolnshire.gov.uk/onlinepayments). However, if this is not possible, payments can be made via cheque or postal order made payable to Lincolnshire County Council and stating the student's name and unique TRA entitlement number on the cheque.

### **From the County Council – Concessionary**

Transport support as summarised above is available to all learners who qualify under the criteria. Spare seats on contract vehicles (non-fare paying) serving schools and colleges are available for learners who do not qualify for transport support under the policy, where there is no commercial 'fare paying' service in the area. These are known as 'concessionary seats'. These seats are offered at the same charging rate as for entitled learners (£570 p.a. in 2018/19) although the charge is calculated on a daily basis depending on when the seat is offered. Spare seats can be applied for if a transport entitlement is refused. Please ring 01522 782020 for application details. Concessionary travel/spare seat allocation is given at the discretion of the County Council's Transport Services Group (TSG) and can be withdrawn at short notice if the seat is needed for a learner entitled to transport support.

## **From the County Council – CallConnect**

Call Connect is part of the County's public transport network, but operates on a pre-booking basis to transport people from specific pick-up points to specific set-down locations. Anyone can use the service for any purpose, and thus it may be of use to some learners who do not qualify for a bus or train pass under the County's policy. The service costs no more to use than standard bus services and registration is free. Call Connect cannot be booked more than a week ahead in most cases. Details can be obtained by ringing 0345 234 3344 or 01522 553143 or from the website [www.lincsinterconnect.com](http://www.lincsinterconnect.com)

## **From local bus operators**

Provision of public transport in Lincolnshire is made largely by local bus operators, who offer services on a commercial basis. The County Council supports a number of local bus services to enable people to access services. Most operators have weekly or monthly travel card schemes, discounts and promotions and these can be confirmed with the operators directly. For some students living in urban areas and travelling on shorter journeys, the discounted schemes offered by the commercial operators may offer a cheaper alternative to that offered by the Council. Students and families living in these areas are encouraged to research their travel options before making a decision on their preferred provider. There is a website which can be used to find details of services: [www.lincsbus.info](http://www.lincsbus.info). Alternatively, travel information can be obtained from Traveline on: 0871 200 22 33 or [www.traveline.info](http://www.traveline.info). [The contact details for commercial operators approved by the Council are included in the contacts below.](#)

## **From schools and colleges and other providers offering post 16 courses**

Schools with sixth form provision and colleges of further education have some funding available to help students of sixth-form age (16-18) with expenses connected with their study, including travel costs. The funding, now known as '**bursary funding**' replaced the Education Maintenance Allowance (EMA) that was paid directly to students and pupils.

Bursary funding is paid to schools and colleges who decide how they are to allocate their funds. Enquiries about support for school or college travel expenses should be made directly to the schools or colleges concerned. Establishments are able to implement their own policies so we advise that they be contacted directly to discuss the support on offer.

The following schools, colleges of further education and independent providers below, offer courses that might qualify for transport support. To find out if transport support is available to a particular provider, consult the transport policy and designated transport area (DTA) map at Appendix G of the policy ([www.lincolnshire.gov.uk/schooltransport](http://www.lincolnshire.gov.uk/schooltransport)). You are also advised to contact the college/school/centre you are interested in directly to ask about any support there might be available with transport. These are listed in alphabetical order below:

- Aegir Community School, Gainsborough Educational Village, Sweyn Lane, Gainsborough, DN21 1PB  
Tel: (01427) 619360  
Website: [www.aegir.mayflowerspecialistschools.co.uk](http://www.aegir.mayflowerspecialistschools.co.uk)
- Boston College, Skirbeck Road, Boston. PE21 6JF  
Tel: (01205) 365701  
Website: [www.boston.ac.uk](http://www.boston.ac.uk)
- Boston Grammar Schools Federation, South End, Boston, Lincs, PE21 6JY  
Tel: (01205) 366444  
Website: [www.bostongrammarschool.co.uk](http://www.bostongrammarschool.co.uk)
- Boston High School, Spilsby Road, Boston, Lincolnshire, PE21 9PF  
Tel: (01205) 310505  
Website: [www.bostonhighschool.co.uk](http://www.bostonhighschool.co.uk)
- Bourne Grammar School, South Road, BOURNE, PE10 9JE  
Tel: (01778) 422288  
Website: [www.bourne-grammar.lincs.sch.uk](http://www.bourne-grammar.lincs.sch.uk)
- Bourne Academy, Edinburgh Crescent, Bourne, PE10 9DT  
Tel: (01778) 422365  
Website: [www.bourneacademy.org](http://www.bourneacademy.org)
- Branston Community Academy, Station Road, Branston, LN4 1LH  
Tel: (01522) 880400  
Website: [www.branstonca.lincs.sch.uk](http://www.branstonca.lincs.sch.uk)
- C G Partnership (Training Projects) Limited, 8 Queen St, Market Rasen LN8 3EH  
Tel: (01673) 843489  
Website: [www.cgpartnership.com](http://www.cgpartnership.com)
- Caistor Grammar School, Church Street, Caistor, LN7 6QJ  
Tel: (01472) 851250  
Website: [www.caistorgrammar.com](http://www.caistorgrammar.com)
- Carre's Grammar School Academy Trust, Northgate, Sleaford, NG34 7DD  
Tel: (01529) 302181  
Website: [www.carres.lincs.sch.uk](http://www.carres.lincs.sch.uk)
- Children's Links, Suite 1&4, Gymplex Buildings, Boston Road, Horncastle LN9 6HU  
Tel: 01507 528300  
Website: [www.childrenslinks.org.uk](http://www.childrenslinks.org.uk)

- College of West Anglia, Tennyson Ave Kings Lynn, Norfolk PE30 2QW  
Tel: (01553) 761144  
Website: [www.cwa.ac.uk](http://www.cwa.ac.uk)
- Louth Academy Sixth Form College, Monks' Dyke Road, Louth, LN11 9AW  
Tel: (01507) 606349  
Website: [www.louthsixthform.co.uk](http://www.louthsixthform.co.uk)
- De Aston School Academy Trust, Willingham Road, Market Rasen, LN8 3RF  
Tel:(01673) 843415  
Website: [www.de-aston.lincs.sch.uk](http://www.de-aston.lincs.sch.uk)
- Grantham College, Stonebridge Road, Grantham. NG31 9AP  
Tel: (01476) 400200  
Website: [www.grantham.ac.uk](http://www.grantham.ac.uk)
- Grimsby Institute, Nuns Corner, Grimsby. DN34 5BQ  
Tel: (0800) 315002  
Website: [www.grimsby.ac.uk](http://www.grimsby.ac.uk)
- Hill Holt Wood, Norton Disney, Lincoln LN6 9JP  
Tel: (01636) 892836  
Website: [www.hillholtwood.com](http://www.hillholtwood.com)
- Kesteven and Grantham Girls' School, Sandon Road, Grantham, NG31 9AU  
Tel: 01476 563017  
Website: [www.kestevengrantham.lincs.sch.uk](http://www.kestevengrantham.lincs.sch.uk)
- Kesteven & Sleaford High School Selective Academy, Jermyn Street, Sleaford, Lincolnshire, NG34 7RS  
Tel: 01529 414 044  
Website: [www.kshssa.co.uk](http://www.kshssa.co.uk)
- Lincoln Castle Academy, Riseholme Road, Lincoln, LN1 3SP  
Tel: 01522 529203  
Website: [www.lincolncastleacademy.co.uk](http://www.lincolncastleacademy.co.uk)
- Lincoln Christ's Hospital School, Wragby Road, Lincoln, LN2 4PN  
Tel: 01522 881144  
Website: [www.christs-hospital.lincs.sch.uk](http://www.christs-hospital.lincs.sch.uk)
- Lincoln College, Student Services, Monks Road, Lincoln, LN2 5HQ  
Tel: (01522) 876000  
Website: [www.lincolncollege.ac.uk](http://www.lincolncollege.ac.uk)
- Lincolnshire Regional College, Heath Road, Skegness. PE25 3SY  
Tel 0800 389 0097  
Website: [www.lincsrc.co.uk](http://www.lincsrc.co.uk)

- Linkage Community Trust, Toynton Hall, Toynton All Saints, Spilsby, PE23 5AE  
Tel: 01790 752499  
Website: [www.linkage.org.uk](http://www.linkage.org.uk)
- New College Stamford, Drift Road, Stamford. PE9 1XA  
Tel: (01780) 484300  
Website: [www.stamford.ac.uk](http://www.stamford.ac.uk)
- North Lindsey College, Kingsway, Scunthorpe. DN17 1AJ  
Tel: (01724) 294030  
Website: [www.northlindsey.ac.uk](http://www.northlindsey.ac.uk)
- North Kesteven School, Moor Lane, North Hykeham, LN6 9AG  
Tel: 01522 881010  
Website: [www.nkschool.lincs.sch.uk](http://www.nkschool.lincs.sch.uk)
- Peterborough Regional College, Park Crescent Peterborough, Cambridgeshire PE1 4DZ  
Tel: 0345 872 8722  
Website: [www.peterborough.ac.uk](http://www.peterborough.ac.uk)
- The Priory City of Lincoln Academy, Skellingthorpe Road, LN6 0EP  
Tel: (01522) 882800  
Website: [www.priorycity.co.uk](http://www.priorycity.co.uk)
- The Priory Witham Academy, De Wint Avenue, Lincoln, LN6 7DT  
Tel: (01522) 882900  
Website: [www.priorywitham.co.uk](http://www.priorywitham.co.uk)
- Queen Elizabeth's Grammar School, West Street, Horncastle, LN9 5AD  
Tel: (01507) 522465  
Website: [www.qegs.lincs.sch.uk](http://www.qegs.lincs.sch.uk)
- Queen Elizabeth's Grammar School, Station Rd, Alford LN13 9HY  
Tel: (01507) 462403  
Website: [www.qegs.co.uk](http://www.qegs.co.uk)
- Riseholme College, Riseholme Park Riseholme Lane, Lincoln LN2 2LG  
Tel: (01522) 895490  
Website: [www.bishopburton.ac.uk/riseholmecollege](http://www.bishopburton.ac.uk/riseholmecollege)
- Spalding Academy, Neville Avenue, Spalding, PE11 2EJ  
Tel: (01775) 722484  
Website: [www.spaldingacademy.org.uk](http://www.spaldingacademy.org.uk)

- Sir Robert Pattinson Academy, Moor Lane, North Hykeham, LN6 9AF  
Tel: (01522) 882020  
Website: [www.srpa.co.uk/](http://www.srpa.co.uk/)
- Sir William Robertson Academy Ltd, Main Road, Welbourn, LN5 0PA  
Tel: (01400) 272422  
Website: [www.swracademy.org](http://www.swracademy.org)
- Skegness Academy, Burgh Road, Skegness, PE25 2QH  
Tel: (01754) 879122  
Website: [www.skegnessacademy.org](http://www.skegnessacademy.org)
- Skegness College of Vocational Training, 28 Algitha Road, Skegness, PE25 2AG  
Tel. (01754) 766611  
Website: [www.skegnesscollege.co.uk](http://www.skegnesscollege.co.uk)
- Spalding Grammar School, Priory Road, Spalding, PE11 2XH  
Tel. (01775) 765800  
Website: [www.spaldinggrammar.lincs.sch.uk](http://www.spaldinggrammar.lincs.sch.uk)
- Spalding High School, Stonegate, Spalding, PE11 2PJ  
Tel: 01775 722110  
Website: [www.spaldinghigh.lincs.sch.uk](http://www.spaldinghigh.lincs.sch.uk)
- St Bernard's School, Wood Lane, Louth, LN11 8RS  
Tel: (01507) 603776  
Website: [www.lwf-bernard.co.uk](http://www.lwf-bernard.co.uk)
- St George's Academy, Westgate, Sleaford, NG34 7PP  
Tel: 01529 302487  
Website: [www.st-georges-academy.org](http://www.st-georges-academy.org)
- St Peter and St Paul Catholic Voluntary Academy, Western Avenue, LN6 7SX  
Tel: 01522 871400  
Website: [www.sspp.lincs.sch.uk](http://www.sspp.lincs.sch.uk)
- The Deepings School, Park Road, Deeping St. James, PE6 8NF  
Tel: 01778 342159  
Website: [www.deepingschool.org.uk](http://www.deepingschool.org.uk)
- The Eresby School, Eresby Avenue, Spilsby, PE23 5HU  
Tel: 01790 752441  
Website: [www.eresbyspecialschool.co.uk](http://www.eresbyspecialschool.co.uk)
- The Garth School, Pinchbeck Road, Spalding, PE11 1QF  
Tel: 01775 725566  
Website: [www.spaldingspecialschools.co.uk](http://www.spaldingspecialschools.co.uk)

- The Giles Academy, Church End, Old Leake, Boston, PE22 9LD  
Tel: 01205 870693  
Website: [www.gilesacademy.co.uk](http://www.gilesacademy.co.uk)
- The Grantham Sandon School, Sandon Road, Grantham, NG31 9AX  
Tel: 01476 564994  
Website: [www.ganf.org.uk](http://www.ganf.org.uk)
- The John Fielding Community Special School, Ashlawn Drive, Boston, PE21 9PX  
Tel: 01205 363395  
Website: [www.johnfieldingschool.co.uk](http://www.johnfieldingschool.co.uk)
- King Edward VI Grammar School, Edward Street, Louth, LN11 9LL  
Tel: 01507 600456  
Website: [www.kevigs.org](http://www.kevigs.org)
- The King's School, Brook Street, Grantham, NG31 6RP  
Tel: 01476 563180  
Website: [www.kings.lincs.sch.uk](http://www.kings.lincs.sch.uk)
- Lincoln St Christopher's, Hykeham Road, Lincoln, LN6 8AR  
Tel: 01522 528378  
Website: [www.lincolnstchristophers.com](http://www.lincolnstchristophers.com)
- The Priory Academy LSST, Cross O'Cliff Hill, Lincoln, LN5 8PW  
Tel: 01522 889977  
Website: [www.priorylsst.co.uk](http://www.priorylsst.co.uk)
- The Priory Ruskin Academy, Manthorpe Site, Rushcliffe Road, Grantham, NG31 8ED  
Tel: (01476) 410410  
Website: [www.prioryruskin.co.uk](http://www.prioryruskin.co.uk)
- The Queen Elizabeth's High School, Morton Terrace, Gainsborough DN21 2ST  
Tel: (01427) 612354  
Website: [www.qehs.lincs.sch.uk](http://www.qehs.lincs.sch.uk)
- Skegness Grammar School Vernon Road, Skegness, PE25 2QS  
Tel: (01754) 610000  
Website: [www.sgs.lincs.sch.uk](http://www.sgs.lincs.sch.uk)
- St. Francis Community Special School, Wickenby Crescent, Lincoln, LN1 3TJ  
Tel: (01522) 526498  
Website: [www.st-francis.lincs.sch.uk](http://www.st-francis.lincs.sch.uk)
- Willoughby School, South Road, Bourne, Lincolnshire. PE10 9JD  
Tel: (01778) 425203

Website: [www.willoughby.lincs.sch.uk](http://www.willoughby.lincs.sch.uk)

- University Academy Holbeach, Park Road, Holbeach, Spalding PE12 7P  
Tel: (01406) 423042

Website: [www.universityacademyholbeach.org](http://www.universityacademyholbeach.org)

- Walton Girls' High School and Sixth Form, Harlaxton Road, Grantham, Lincolnshire, NG31 7JR01476 563251  
Tel: (01476) 563251  
Website: [www.waltongirls.co.uk](http://www.waltongirls.co.uk)

- William Farr Church of England Comprehensive School, Lincoln Road, Welton, LN2 3JB  
Tel: (01522) 866900  
Website: [www.williamfarr.lincs.sch.uk](http://www.williamfarr.lincs.sch.uk)

- YPLP, Earlesfield Centre, Trent Road, Grantham, Lincs, NG31 7XQ  
Tel: 01476 592169  
Website: <https://www.lincolnshire.gov.uk/young-people/young-peoples-learning-provision/131680.article>

The following commercial operators may also offer discounted travel schemes:

- A C Williams, 1 Station Approach, Ancaster, Grantham NG32 3QY  
Tel: 01400 230491  
Website/E-mail: <http://www.acwcoaches.co.uk> / [info@acwcoaches.co.uk](mailto:info@acwcoaches.co.uk)

- Brylaine Travel, 291 London Road, Wyberton, Boston PE21 7DD  
Tel: 01205 364087  
Website/E-mail: [www.brylaine.co.uk](http://www.brylaine.co.uk)

- Centrebus, 43 Wenlock Way Leicester LE4 9H  
Tel: 0844 351 1120  
Website/E-mail: [www.centrebus.info](http://www.centrebus.info) / [Help@centrebus.com](mailto:Help@centrebus.com)

- Coach Langtoft, 4 West End, Langtoft, Peterborough PE6 9LS  
Tel: 01778 349102  
Website/E-mail: [www.coach-tour.com](http://www.coach-tour.com) / [jo@coach-tour.com](mailto:jo@coach-tour.com)

- Delaines, 8 Spalding Road, Bourne Lincolnshire PE10 9LE  
Tel: 01778 422866  
Website/E-mail: [www.delainebuses.com](http://www.delainebuses.com) / [enquiries@delainebuses.com](mailto:enquiries@delainebuses.com)

- Dents Coaches, The Poplars, North Kelsey, Market Rasen, Lincs. LN7 6ET  
Tel: 01673 828086  
Website/E-mail: [www.jrdentcoaches.co.uk](http://www.jrdentcoaches.co.uk) / [jrdentcoaches@hotmail.co.uk](mailto:jrdentcoaches@hotmail.co.uk)

- Dickinsons, Broadgate, Wrangle Boston Lincs PE22 9DY  
Tel: 01205 870633

Website/E-mail: [www.dickinsons-coaches.co.uk](http://www.dickinsons-coaches.co.uk) / [ddickinson@mod-comp.co.uk](mailto:ddickinson@mod-comp.co.uk)

- Fowlers Coaches, 155 Dog Drove, Holbeach Drove, Spalding PE12 0SD  
Tel: 01406 330 232

Website/E-mail: [www.fowlerstravel.co.uk](http://www.fowlerstravel.co.uk) / [Fowlercoaches@gmail.com](mailto:Fowlercoaches@gmail.com)

- Grayscroft, 15A Victoria Road, Mablethorpe Lincolnshire LN12 2AF  
Tel: 01507 477073

Website/E-mail: [www.grayscroft.co.uk](http://www.grayscroft.co.uk) / [Info@Grayscroft.co.uk](mailto:Info@Grayscroft.co.uk)

- Hodsons Coaches, Skellingthorpe Road, Saxilby, Lincoln LN1 2LR  
Tel: 01522 706030

Website/E-mail: [www.luxurycoachhirelincoln.co.uk/](http://www.luxurycoachhirelincoln.co.uk/)  
[Sales@hodsonskoaches.co.uk](mailto:Sales@hodsonskoaches.co.uk)

- Hornsby Travel Services Ltd, 51 Ashby High Street, Scunthorpe, DN16 2NB  
Tel: 01724 282255

Website/E-mail: [www.hornsbytravel.co.uk](http://www.hornsbytravel.co.uk) / [info@Hornsbytravel.co.uk](mailto:info@Hornsbytravel.co.uk)

- Hunts Coaches, 2-3 West Street, Alford, Lincolnshire LN13 9DG  
Tel: 01507 463000

Website/E-mail: [www.hunts-coaches.co.uk](http://www.hunts-coaches.co.uk) / [travel.office@hunts-coaches.co.uk](mailto:travel.office@hunts-coaches.co.uk)

- Mark Bland Travel, Maples Yard, Essendine Road, Ryhall, Stamford, Lincs.  
PE9 4JN

Tel: 01780 751671

Website/E-mail: [Info@markblandtravel.com](mailto:Info@markblandtravel.com)

- Marshalls of Sutton on Trent, 11 Main Street, Sutton On Trent, Newark NG23  
6PF

Tel: 01636 822227

Website/E-mail: [www.marshallscoaches.co.uk](http://www.marshallscoaches.co.uk) / [Office@marshallscoaches.co.uk](mailto:Office@marshallscoaches.co.uk)

- P C Coaches, 17 Crofton Road, Lincoln LN3 4NL

Tel: 01522 533605

Website/E-mail: [www.pccoaches.co.uk](http://www.pccoaches.co.uk) or [enquiries@pccoaches.co.uk](mailto:enquiries@pccoaches.co.uk)

- Phil Haines Coaches, Ralphs Lane Boston, Lincolnshire PE20 1QU

Tel: 01205 722 359

Website/E-mail: [www.philhainescoaches.co.uk](http://www.philhainescoaches.co.uk) / [Nigel@Haines.onmicrosoft.com](mailto:Nigel@Haines.onmicrosoft.com)

- Shaws Coaches, 49 High Steet, Maxey, Peterborough, PE6 9EF

Tel: 01778 342224

Website/E-mail: [www.shawscoaches.co.uk](http://www.shawscoaches.co.uk) / [enquiries@shawscoaches.co.uk](mailto:enquiries@shawscoaches.co.uk)

- Skegness Travel, 38 Roman Bank, Skegness, Lincolnshire PE25 2SL

Tel: 01754 763 963

Website/E-mail: [www.skegnesstravel.eclipse.co.uk](http://www.skegnesstravel.eclipse.co.uk)

- Sleafordian Coaches, Pride Parkway, East Road, Sleaford NG34 8GL  
Tel: 01529 303333  
Website/E-mail: [www.sleafordian.co.uk](http://www.sleafordian.co.uk) / [Office@sleafordian.co.uk](mailto:Office@sleafordian.co.uk)
- South West Trains, Overline House, Southampton, SO15 1GW  
Tel: 0345 6000 650  
Website/E-mail: [www.southwesttrains.co.uk](http://www.southwesttrains.co.uk)
- Stagecoach in the Fens, 351 Peterborough Road, Peterborough, Cambs. PE1 2PF  
Tel: 01733 554575  
Website/E-mail: [Eastmidlands.enquiries@stagecoachbus.com](mailto:Eastmidlands.enquiries@stagecoachbus.com)
- Stagecoach East Midlands, Warneford House, Runcorn Road, LINCOLN LN6 3QP  
Tel: 0345 605 0 605  
Website/E-mail: [Eastmidlands.enquiries@stagecoachbus.com](mailto:Eastmidlands.enquiries@stagecoachbus.com)
- Travel Wright, Brunel Buisness Park, Jessop Close, Newark NG34 2AG  
Tel: 01636 703813  
Website/E-mail: [www.travelwright.co.uk](http://www.travelwright.co.uk) / [info@travelwright.co.uk](mailto:info@travelwright.co.uk)

#### **4. Transport support arrangements for learners who reach the age of 19 whilst continuing on a course**

Providing the student or pupil had not reached his or her 19<sup>th</sup> birthday before the course began (a date of 1<sup>st</sup> September is used to determine the notional start date of a course), and remains otherwise eligible for transport, the support will be continued for the remainder of the school or college year, if the course is a continuation of a previous course and evidence of this is provided by the establishment.

For learners with learning difficulties and/or disabilities, transport support may be offered until they are 21 years, or 25 years if needed to complete an appropriate course of study begun before the age of 19 years. Transport is provided at the beginning and end of the school/ College day.

#### **5. Transport support for learners with learning difficulties/disabilities (LLDD)**

Learners with learning difficulties and/or disabilities (LLDD) are individually assessed for transport needs, and appropriate arrangements are made to ensure that their specific needs are met. The provision of transport is subject to an annual contribution from the learner of £570 (2018/19). This contribution may be paid in instalments. (See section 3 above).

Transport support for learners with learning difficulties/disabilities is available under the policy until they are 21 years, or 25 years if necessary, in order to complete an appropriate programme of study.

## **6. Apprenticeships and internships**

The County Council's post 16 transport support policy does not apply to apprenticeships or internships. For information on support in respect of apprenticeships, contact your apprenticeship provider or the website: [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk)

## **7. Wheels to work and training**

Wheels 2 Work is a scheme to provide transport (normally mopeds, but also scooters and electric bicycles) for those who otherwise could not access work or training.

The scheme operates as a social enterprise and will assist existing post 16 students who have genuine transport needs (which will be assessed before entry on to the scheme is agreed) and to help reduce the number of young people not in education, employment or training (NEETS) in the county. Please note that capacity is limited. For details of the scheme, look on the Website at [www.access-your-future.com](http://www.access-your-future.com).

## **8. How entitlement to transport support is assessed**

When we receive an application, we determine entitlement against the criteria. If the learner is going to his/her nearest and/or designated sixth form or college, and the sixth form or college is more than three miles from the home, he/she will qualify for transport support. Subject to the contribution being paid, transport support, in the form of a bus or train pass, or other form of support, will be provided.

We will consider any application made, and we recommend that anyone who thinks they might be entitled to transport support to apply.

We will respond to your application by writing to the applicant's e-mail or postal address confirming entitlement to transport support, and enclosing details of when and how payment of the learner contribution can be made. This payment can be made in a single payment or in instalments. (See section 3 above). After an arrangement to pay the contribution has been made the travel details and pass are sent out. If transport support is refused an opportunity to appeal against the decision is given.

## **9. Independent Travel Training/Mobility training**

Mobility and independence with travel training is available to eligible students who have difficulty with transport. Applications for help should be made either to the

County Council by ringing 01522 782020 or by speaking to the Student Services Officer or Head of Sixth Form at the school or college. The aim of the training and support is to help bring about the confidence and develop skills needed to travel independently.

## **10. Specialist Courses**

The policy of the County Council is to offer transport support to young learners, to their nearest or transport designated sixth form or college. Designated transport areas (DTAs) are areas drawn round colleges and schools indicating a transport entitlement, subject to living more than 3 miles from the sixth form or college.

Transport support is not offered to a school or college that is not the nearest or designated one for the students address, and account is not taken of preferred courses or specialist courses, which are not available at the nearest or designated college or school.

There is limited transport support available to access some specialist courses delivered from Riseholme College. These are currently:

- Agriculture (Level 2 or above)
- Environmental Studies (Level 2 or above)
- Horticulture (Level 2 or above)
- Arboriculture (Level 2 or above)
- Equine Management (Level 2 or above)

Transport support is also available under the policy to students following courses in:

- Access to Music (Lincoln only)

All of the above are supported if the distance criterion is met, i.e. the distance from home to college is over three miles, and the student contribution is paid.

## **11. Help with travel support outside the Local Authority Area**

Transport support is offered on the basis of the policy criteria stated above to a school college or other further education institution that is outside the LA boundary if it is the nearest or designated school or college to the student's home address.

Lincolnshire based learners living in areas bordering other local authority areas are thus able to travel to centres beyond the Lincolnshire border if it is the nearest appropriate school or college to access a course, and the travelling time is reasonable (up to 75 minutes per journey). The designated transport areas (DTAs) for colleges are shown on a map at Appendix G of the Policy Document.

## **12. Appealing against a refusal to offer transport support**

If transport support is refused (which should be given as a decision in writing, with a reason), an applicant is entitled to appeal the decision by asking for a review. A refusal to offer transport support will be based on the fact that one or more of the criteria has not been met. Details of how to appeal are given in the letter notifying the decision. Help in appealing a decision and advice on evidence required can be requested by ringing (01522) 782020.

## **13. Further review and engagement regarding the policy**

The Post 16 transport policy is reviewed annually. We will seek to obtain views from parents, carers, students, education providers, transport providers and any other interested parties regarding the 2019/20 policy in March 2019. Following this the 2019/20 policy, inclusive of any revisions, will be published in May 2019.

## **14. Contact us**

You can contact us in a number of ways, detailed below.

For information and queries on ***transport entitlement***:

Transport Commissioning Team  
County Offices  
Newland  
LINCOLN  
LN1 1YL

Tel: 01522 782020

Fax: 01522 516054

Email: [schooltransportapplications@lincolnshire.gov.uk](mailto:schooltransportapplications@lincolnshire.gov.uk)

For information and queries on the ***transport that has been provided***, tickets etc.:

Transport Services Group  
Lincolnshire County Council  
Crown House  
Grantham Street  
LINCOLN  
LN2 1BD

Tel: 01522 782020

Fax: 01522 568735

Email: [tsg@lincolnshire.gov.uk](mailto:tsg@lincolnshire.gov.uk)

For Main Office and Switchboard (***all County Council services***)

Lincolnshire County Council  
County Offices,  
Newland,  
LINCOLN  
LN1 1YL

Tel: 01522 552222

Fax: 01522 516137

Minicom: 01522 552055

Email: [customer\\_services@lincolnshire.gov.uk](mailto:customer_services@lincolnshire.gov.uk)

**APPENDIX B - Survey responses, comments and minutes from the stakeholder meeting – Feb/March 2018.**

**Your Comments**

You are invited to comment on the Post 16 Education Transport Policy Statement, by filling in the attached questionnaire or by emailing any comments to [schooltransportapplications@lincolnshire.gov.uk](mailto:schooltransportapplications@lincolnshire.gov.uk) with 'Post 16 questionnaire' as the subject header. All comments will be read, presented and fully considered prior to the policy being approved.

**Q1. In your view, is the proposed statement of transport support appropriate and does it meet the needs of Lincolnshire learners? Please make any comments below:**

No. The policy is largely unchanged from previous years but the profile of student transport and the applicable ages for young people in full time education and training has changed significantly over the last few years.

The financial increases applied to parental contributions over recent years are leading to a significant fall in student numbers using local bus services and encouraging more schools and colleges to use closed contract buses for student transport. Both of these outcomes are weakening the commercial bus network, which will ultimately lead to service withdrawals that will impact on local communities and transport officers at Lincolnshire County Council.

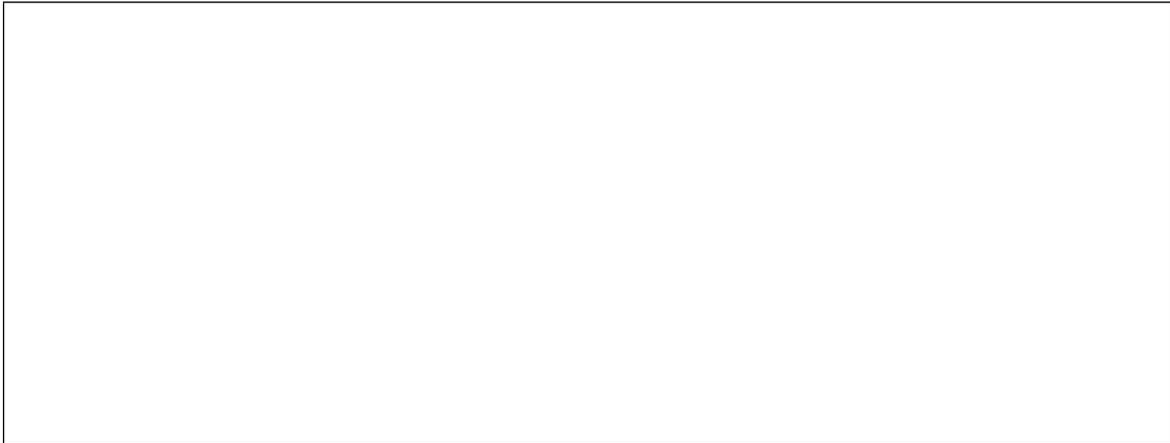
In addition, the policies are encouraging modal shift away from local buses towards private cars, which is impacting on traffic congestion and air quality.

It is our view that a thorough review and reconsideration is required in respect of policies for student / young people's transport by Lincolnshire County Council.

**Q2 This is a question for providers of education or training**

Partners of the Council, including providers of education, are encouraged to offer their own support towards the costs of access to establishments. What support do you offer for learners attending your institution? Please give details of any help offered, including subsidies, buses supported by the institution, concessionary fares, bursary support and other mechanisms of support:

Not applicable to XXXXXXXXXXXXX.



**Q3.** An outcome of the engagement process with stakeholders in 2016/17 was to increase the financial contribution towards transport from £500 to £570 per annum effective for the academic year 2017/18. What has been the impact of the increase from £500 per annum in 2016/17 to £570 per annum in 2017/18 and what, if any, impacts do you envisage for 2017/18 given that the proposal is to keep the contribution the same? Have you done anything to mitigate any impacts?

There has been a significant fall in Lincolnshire County Council student passes being used on our bus services. This is impacting upon the financial viability of commercial bus services particularly during peak hours.

In the medium to long term this is likely to lead to the withdrawal of bus services particularly in rural areas.

XXXXXXXXXX has sought to reduce the impact by reducing bus service capacities and trimming operating costs where possible.

**Q4. This is a question for transport providers**

Transport providers may also offer reduced fare schemes for students. If you are a transport provider, can you please provide any details of any reduced fare schemes you offer which students may take advantage of in your area?

Many of our operating areas have weekly Megarider tickets, which offer significant discounts compared to standard single and return bus fares.

We offer a regional Megarider Connect weekly ticket currently priced at £35.

We also offer scholars season tickets, which offer a 7.5% discount on regular fares for term based tickets and 10% for full academic year tickets.

**Q5 Is there anything else you would like to tell us?**

Transport requirements for young people are changing and Lincolnshire County Council needs to revise policies for student travel accordingly.

North Lincolnshire Council's student travel policies have increased the level of young people's journeys on buses into the authority area.

Hull City Council is trialling the funding of discounted young people's travel on local bus services through partnership working with the Youth Service and bus operators.

## Your Comments

You are invited to comment on the Post 16 Education Transport Policy Statement, by filling in the attached questionnaire or by emailing any comments to [schooltransportapplications@lincolnshire.gov.uk](mailto:schooltransportapplications@lincolnshire.gov.uk) with 'Post 16 questionnaire' as the subject header. All comments will be read, presented and fully considered prior to the policy being approved.

**Q1. In your view, is the proposed statement of transport support appropriate and does it meet the needs of Lincolnshire learners? Please make any comments below:**

No. There are occasions when a course that a learner wishes to do is not available at their designated college. These students should be able to access transport support to the nearest college in Lincolnshire that offers the course they need to do to achieve their career aim.

No. Lincolnshire is a rural county, which means many students have to travel long distances at considerable expense to undertake the course they need to do for their career choice. The charge is too excessive and acts as an access barrier to rural learners, which urban learners who live near to their designated college do not face.

No. The charge takes no account of families with more than one child attending further education. These families are faced with an annual expenditure of £1,140 to help their child access the course they need to do for their chosen career. This is excessive and acts as an access barrier to rural learners.

No. Considerable numbers of further education learners are paid to leave the county of Lincolnshire to attend a college in another Local Authorities area. Is this what the Council Tax payers of Lincolnshire pay their tax for? At one time, other Local Authorities supported students who lived in their area to come to colleges in Lincolnshire. The only Local Authority still doing this is Nottinghamshire, although even they will stop their support from the end of this academic year. What finances the County Council has to support post 16 learners should be focused mainly on supporting Lincolnshire learners attend Lincolnshire colleges.

No. There should be a 3 year entitlement for support, from age 16. Post 16 age children now have to remain in education or training from age 16 to 18. This means that they may be in education for three years (16, at start of year 1, 17 at start of year 2, 18 at start of year 3). Many young people are unclear which career path to follow at age 16 and often try out one option before moving on to another. LCC policy is only to allow a 3<sup>rd</sup> year of transport support if a young person can show that the course they wish to do is as direct progression from the course they started in year 1. This is restrictive and unfair to those who decide to switch career aims after a year.

No. The Policy states that the "Council will subsidise transport to the nearest Sixth Form, College of Further Education or other licensed providers over 3

miles from the student's home." The increase of the Post 16 pass to £570 means that this is no longer the case for many. For example, a 16 year old student living in Skellingthorpe lives more than 3 miles from XXXXXXX. They would be eligible for the LCC Post 16 pass, but would have to pay £570 for it. They could, however, purchase a Stagecoach Mega Rider for £12.00 a week. As a College Academic Year is 36 weeks, the annual cost of the Mega Rider is £432. The Council, therefore, is not complying with its policy as the cost of its Post 16 pass is such that it is not subsidising transport. In fact, it is charging £138 more. To comply with the Transport Policy that it "subsidises" transport it should offer its Post 16 pass at a cost which is less than what the local transport providers charge for students who travel more than 3 miles to college. This should mean that the pass should be at most £432 per annum.

## **Q2 This is a question for providers of education or training**

Partners of the Council, including providers of education, are encouraged to offer their own support towards the costs of access to establishments. What support do you offer for learners attending your institution? Please give details of any help offered, including subsidies, buses supported by the institution, concessionary fares, bursary support and other mechanisms of support:

For academic year 2018/19, subject to the parents/guardians of our students meeting the means tested eligibility criteria of our 16-18 Learner Support Fund our intention is to:

- 1) Refund the cost of the Lincolnshire County Council Post 16 pass for those who have paid it, or
- 2) Pay for the cost of the LCC Post 16 Transport pass for those unable to afford it, or
- 3) Pay the equivalent amount of a Lincoln area Megarider ticket toward the cost of transport for those who live more than 3 miles from XXXXXXX and within LCC's designated transport zone for XXXXXXX but who do not want to purchase their post 16 pass or where the cost of the pass is more expensive than public transport, or
- 4) Contribute a maximum award of £1008 per annum toward the cost of transport for those who live outside LCC's designated transport zone for XXXXXXX.

Please note that in all the 4 options above additional rules and regulations may apply and all may also be subject to change depending on funding available.

**Q3.** An outcome of the engagement process with stakeholders in 2016/17 was to increase the financial contribution towards transport from £500 to £570 per annum effective for the academic year 2017/18. What has been the impact of the increase from £500 per annum in 2016/17 to £570 per annum in 2017/18 and what, if any, impacts do you envisage for 2017/18 given that the proposal is to keep the contribution the same? Have you done anything to mitigate any

impacts?

For Academic Year 2015/16 XXXXXX supported 160 students with the cost of the Spring Term Post 16 transport pass. For Academic Year 2016/17 this has dropped to 107. For Academic Year 2017/18 this had fallen to 91. This indicates that the cost of the pass is now seriously affecting the decision making process of young people and their parents when it comes to choosing the right post 16 educational establishment.

To mitigate this impact we have focused the majority of financial support we have available on helping students with transport costs. Some of this money comes from the college rather than national Learner Support Funds. This is possible whilst funds are available but should this cease to be the case and budgets continued to be cut then may not be so in the future.

**Q4. This is a question for transport providers**

Transport providers may also offer reduced fare schemes for students. If you are a transport provider, can you please provide any details of any reduced fare schemes you offer which students may take advantage of in your area?

N/A

**Q5 Is there anything else you would like to tell us?**

It would be useful if this and the parents/students questionnaire could be completed on line. I believe this would get a lot more responses and be a true reflection of what the Lincolnshire public think of the Policy.

## Your Comments

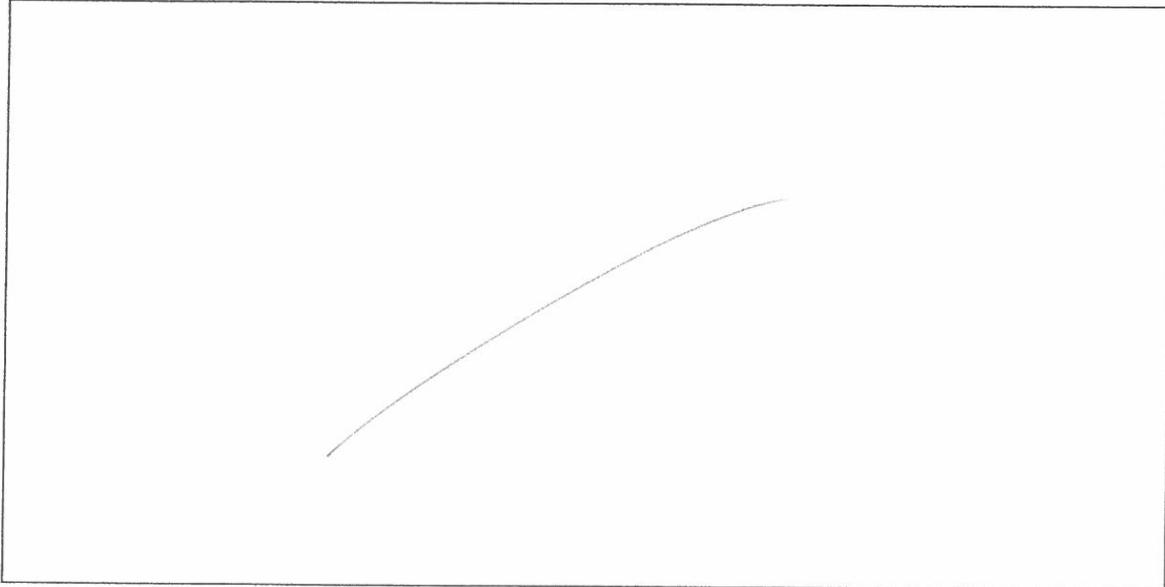
You are invited to comment on the Post 16 Education Transport Policy Statement, by filling in the attached questionnaire or by emailing any comments to [schooltransportapplications@lincolnshire.gov.uk](mailto:schooltransportapplications@lincolnshire.gov.uk) with 'Post 16 questionnaire' as the subject header. All comments will be read, presented and fully considered prior to the policy being approved.

**Q1. In your view, is the proposed statement of transport support appropriate and does it meet the needs of Lincolnshire learners? Please make any comments below:**

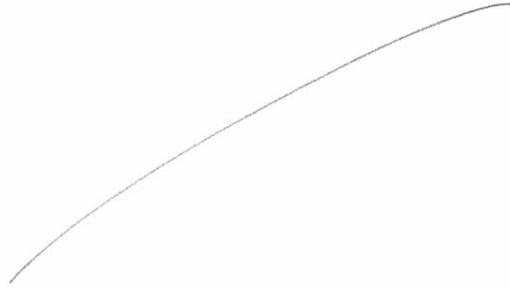
Yes.

**Q2 This is a question for providers of education or training**

Partners of the Council, including providers of education, are encouraged to offer their own support towards the costs of access to establishments. What support do you offer for learners attending your institution? Please give details of any help offered, including subsidies, buses supported by the institution, concessionary fares, bursary support and other mechanisms of support:

A large empty rectangular box with a thin black border, intended for providing details of support. A faint, thin, curved line is visible within the box, possibly a stray mark or a very light pencil stroke.

**Q3.** An outcome of the engagement process with stakeholders in 2016/17 was to increase the financial contribution towards transport from £500 to £570 per annum effective for the academic year 2017/18. What has been the impact of the increase from £500 per annum in 2016/17 to £570 per annum in 2017/18 and what, if any, impacts do you envisage for 2017/18 given that the proposal is to keep the contribution the same? Have you done anything to mitigate any impacts?

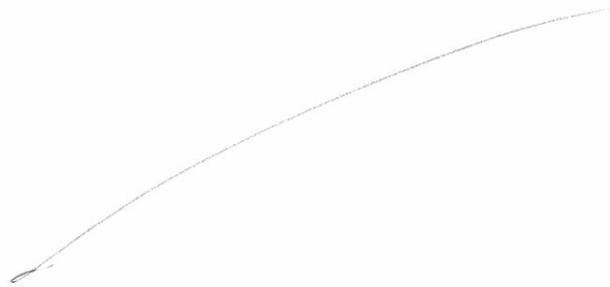


**Q4. This is a question for transport providers**

Transport providers may also offer reduced fare schemes for students. If you are a transport provider, can you please provide any details of any reduced fare schemes you offer which students may take advantage of in your area?

We offer term and two term discounted tickets, 5% discount on 1 term, 12.5% discount on two term.

**Q5 Is there anything else you would like to tell us?**



**Q1. Is the policy enabling you/your young person access to further education and a course you/they want to do? (Give any comments)**

**Logistically yes it does but the policy does not treat post 16 students fairly in comparison to other students.**

**I do not agree with and can not afford the fees because I will have two post 16 students at home.**

**Q2. Is the transport provided, or notified to you/your young person, suitable for your/your young person's needs? (Give any views/details)**

**The transport is suitable but the fee is not. They have to study to 18 and should be treated as having the same 'needs' as 11-16 students. The current policy is outmoded and discriminates against post 16 students because of their age.**

**Q3. In your view, is the cost of the transport reasonable (£570 a year, payable in instalments if necessary which equates to £3.17 for a return journey per day)?**

**Absolutely not. There is a principle of human rights where 'no-one' should be denied access to education and those in authority are duty bound to add value to people's lives. This fee is wrong since the introduction of RPA.**

**'The Government has increased the age to which all young people in England must continue in education or training, requiring them to continue until the end of the academic year in which they turn 18.'**

**They are not expected to be in a full-time job but must study further. I have two children of post 16 age next year. The fee of nearly £!200 is crippling but I don't quite qualify for 'The Bursary'. The Bursary does not treat households fairly.**

**The fee should NOT have been raised by 20% as it was in 2016 and there has to be a fairer policy for families with multiple children of Higher Education age.**

**Q4. Are there any changes you would like to see to the policy? (Give details or examples of what you would like to see). We cannot guarantee to make the changes, but everything will be considered.**

All children should be entitled to a free education, especially when aiming to fulfil policies set by government. The legislation Raising Participation Age should have been accompanied by a change in transport policy to support this. There is an issue of discrimination where students simply wish to continue in their nominated school and are attending for the same reasons as students aged 11-16. I also object to students being funded out of county 11-16 while post 16 have to pay to attend their nominated school. E.G. Claypole>Bottesford.

**Q5. Do you have any other comments? (Anything else you would like to say about the policy or how it works).**

All students can choose where they study but they must study. It is time to secure funding for all students in full-time education.

They do not all have the option to work full-time. The local economy does not support it and needs people qualified in areas that can only be achieved through further education. They can not claim benefits. They are punishable if they do not attend. They should be able to access their nominated school and complete their education freely within the county but particularly at their nominated school.

The current policy is outmoded, unfair and not in keeping with a county that wishes to secure the best future possible for its residents.

**Some details about you (optional)**

**Are you a student or parent/carer?**

**Parent and educationalist**

**Where you live:**

**Claypole**

**Where you study:**

**Your age:**

**Q1. Is the policy enabling you/your young person access to further education and a course you/they want to do? (Give any comments)**

No, because the nearest school does not offer the A levels that my son wants to do. We have to pay for him to attend a school further away and which is unfair.

**Q2. Is the transport provided, or notified to you/your young person, suitable for your/your young person's needs? (Give any views/details)**

The only transport available is one that we have to pay over £1000 per year for.

**Q3. In your view, is the cost of the transport reasonable (£570 a year, payable in instalments if necessary which equates to £3.17 for a return journey per day)?**

No

**Q4. Are there any changes you would like to see to the policy? (Give details or examples of what you would like to see). We cannot guarantee to make the changes, but everything will be considered.**

A student should be given the option to choose courses at reasonably local schools/colleges and get their transport fees paid. This would also encourage students to stay on in education,

**Q5. Do you have any other comments? (Anything else you would like to say about the policy or how it works).**

**The school transport policy has always been unfair as most of the County enjoy free transport to school, whereas we have always had to pay over £1000 for each child to attend the local grammar school.**

**Some details about you (optional)**

|   |               |
|---|---------------|
| <b>Are you a student or parent/carer?</b> | <b>Parent</b> |
|---|---------------|

|                        |                        |
|------------------------|------------------------|
| <b>Where you live:</b> | <b>Brant Broughton</b> |
|------------------------|------------------------|

|                         |                              |
|-------------------------|------------------------------|
| <b>Where you study:</b> | <b>Carres Grammar School</b> |
|-------------------------|------------------------------|

|                  |                     |
|------------------|---------------------|
| <b>Your age:</b> | <b>Son 17 years</b> |
|------------------|---------------------|

**Q1. Is the policy enabling you/your young person access to further education and a course you/they want to do? (Give any comments)**

Whilst there is a college within 3 miles of our house (Stamford College), that is not a very good choice for my daughter. She has to travel much further to attend a grammar school, which is much better suited to her academic ability and aspirations. There is no help available towards the cost of this.

**Q2. Is the transport provided, or notified to you/your young person, suitable for your/your young person's needs? (Give any views/details)**

**Q3. In your view, is the cost of the transport reasonable (£570 a year, payable in instalments if necessary which equates to £3.17 for a return journey per day)?**

The journey from Stamford to Grantham costs £6 per day

**Q4. Are there any changes you would like to see to the policy? (Give details or examples of what you would like to see). We cannot guarantee to make the changes, but everything will be considered.**

Transport costs if there is not a suitable COURSE within three miles, not just a college.

**Q5. Do you have any other comments? (Anything else you would like to say about the policy or how it works).**

|  |
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|  |
|--|

**Some details about you (optional)**

|   |  |
|---|--|
| <b>Are you a student or parent/carer?</b> | <b>Parent</b>                              |
| <b>Where you live:</b>                    | <b>Stamford</b>                            |
| <b>Where you study:</b>                   | <b>Kesteven and Grantham Girls' School</b> |
| <b>Your age:</b>                          | <b>Student 17 years old</b>                |

## Your Comments

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**Q1. In your view, is the proposed statement of transport support appropriate and does it meet the needs of Lincolnshire learners? Please make any comments below:**

**Q2 This is a question for providers of education or training**

Partners of the Council, including providers of education, are encouraged to offer their own support towards the costs of access to establishments. What support do you offer for learners attending your institution? Please give details of any help offered, including subsidies, buses supported by the institution, concessionary fares, bursary support and other mechanisms of support:

**The College has a bursary which provides financial assistance to learners who are facing financial hardship or are from low income families. The support can be for travel, childcare, food or course related costs.**

**The College also has a 'Be Brilliant' fund. This is a charitable fund which can assist learners in exceptional cases.**

**The College also provides a courtesy service between our Main Rochford Campus on Skirbeck Road and our Peter Paine Performance Centre on Rosebery Avenue, Boston available to all learners.**

**Q3.** An outcome of the engagement process with stakeholders in 2016/17 was to increase the financial contribution towards transport from £500 to £570 per annum effective for the academic year 2017/18. What has been the impact of the increase from £500 per annum in 2016/17 to £570 per annum in 2017/18 and what, if any, impacts do you envisage for 2017/18 given that the proposal is to keep the contribution the same? Have you done anything to mitigate any impacts?

**The College has increased its' threshold criteria for bursary because the increase in transport costs alongside the increasing cost of living with no comparable wage increase has put further pressure on household incomes. The threshold is now £32,000**

**Minutes from the Post 16 Transport Partnership Event – Wednesday 14<sup>th</sup> March 2018.**

| Meeting Title: Post 16 Partnership Event |  |                 |                                    |
|--|--|-----------------|------------------------------------|
| Heading                                  | Note   | Heading         | Note                               |
| Location:                                | Admiral Rodney Horncastle  | Notes taken by: | Rebecca Berriman                   |
| Date:                                    | 16/03/2018   | Version:        | 1.0                                |
| Time/Duration:                           | 1pm – 3pm  | Date Issued:    | 21/02/18                           |
| Attendees:                               | David Robinson (DR) -LCC<br>Teri Marshall (TM) -LCC<br>Rebecca Berriman (RB) -LCC<br>Samantha Cotterill (SC) -LCC<br>Victoria Nicholls (VN) -LCC<br>Mike Hoyer (MH) – Lincoln College<br>Jo Bowman (JB) – Grantham College<br>Lindsey Winwood (LW) – Boston College<br>Dave Skepper (DS) – Stagecoach East Midlands<br>Brian Gregg (BG) – Brylaine<br>Marianne Garbutt (MG) – Brylaine | Apologies:      | Kim Burnie – North Lindsey College |

| Agenda Items           |  |                          |
|------------------------|--|--------------------------|
| Item                   | Document   | Action (who, what, when) |
| 1. Welcome & Apologies | Welcome and introductions<br><br>DR welcomed everyone to meeting   |                          |
| 2. Purpose of meeting  | DR stated purpose of meeting was to consider the proposed Post 16 transport policy statement due to be published in May 2018, for the academic year 2018/19.<br><br>Stakeholders invited to raise issues of concern; and suggest any items they would like to be considered in policy. |                          |

|  |  |  |
|--|--|--|
| <p>3. Background and explanation of the policy / statement</p> | <p>Post 16 Policy Statement to be published each year by 31<sup>st</sup> May.</p> <p>Statement is where information regarding access and support is available. It includes information about what help and subsidies are available. It is for learners of post school age wishing to attend a sixth form, college, or other setting.</p> <p>For young people with SEND (students with an EHCP) age of assistance available extended until 21 or 25. This follows a change of legislation in 2014 in the code of practice.</p> <p>LCC provides subsidised transport to enable young people to get from home to a setting.</p> <p>There is a charge for transport, currently £570 per year which is not proposed to increase for 2018/19.</p> <p>Transport assistance was free of charge until 2007/8.</p> <p>P16 transport not a legal requirement so Exec requested a contribution be put in place.</p> <p>Legal duty is to ensure that learners are able to get to a place of education. In urban cities integrated transport systems offer the access. This is not the case for the majority of Lincolnshire learners.</p> |  |
| <p>4. Views of Partners</p>                                    | <p><u>Operator Issues</u></p> <p>Operators concerned that students are trying to access transport at the start of new academic years with old passes. It was made clear that LCC will not issue a new pass unless the contribution is received.</p> <p>Each commercial service is looked at individually to decide if sustainable. If not at least breaking even, service cannot remain.</p> <p>Bus operators need to look at age thresholds for child/adult prices. Young people may not be able to afford personal cars so need to encourage the use of buses.</p> <p>A point was raised suggesting that Welsh Assembly were considering offering free transport to 16-24 year olds, similar to concessionary scheme already in place for senior citizens etc. One operator raised concerns that they would not be able sustain providing free travel for YP on the same basis. They currently receive 42p out of every £1 for concessionary passes.</p>   |  |

The last significant rise to the P16 contribution resulted in a 20% reduction in LCC passes on Stagecoach services.

Operators acknowledge that a more robust commercial network is required as funding reduces from local authorities. Travel patterns are changing and numbers are reducing on the transport network threatening sustainability of network.

Some colleges are arranging their own transport (i.e. contracting buses) despite commercial services running to the college along the same corridors. This is reducing numbers of students using commercial services. Closed contracts being provided by colleges competing with the commercial network and duplicating services. Colleges have freedom to spend money as they want. Some choose to put on buses, others support individual students.

Delaines offer a fare cheaper than LCC, which has been successful.

Numbers of students travelling between Horncastle and Boston College (DTA college for Horncastle) fluctuating – was low but numbers are starting to increase again.

In past, operators have been able to work with LA and providers but that is unravelling and eroding. Increase in price and colleges providing transport. Lack of API also threatening this.

Stagecoach – Could we (Stagecoach) offer student discounts, change age threshold? Easier to do when have strong revenue stream.

Would like to see Smartcards used for P16 students.

Want commercial network to be robust to support the movement of students; don't want it to diminish.

Stagecoach is looking at taking some risks and running some pilots in a controlled way.

Technology costs hitting companies as a large investment needed upfront.

Efficient fuel legislation and technology doesn't generate more fuel efficient services.

The Operators wish was that in next 5-10 years there is an integrated transport system which gives people choice.

The Operators reported that the lack of API's on contracts is threatening the viability of services.

#### College Issues

A lot of students going across the border to colleges out of county. Most other local authorities do not transport their students into other counties. Lincolnshire is a very large county with several borders with other counties. Policy is that transport is provided to nearest college, even if that was out of county. If this approach wasn't adopted some students would have much longer journeys at a higher cost.

Boston College – Will financially support students where household income is less than £32k p/a. Additionally, have 'Be Brilliant' fund, which has no income threshold to help others. This is funded by the college. Most bursary funding is used to support transport.

Travel Training – Could more be made available? Would colleges be prepared to contribute towards this?

#### LCC Issues

Budget very tight for LCC. For every £2000 received in the past now receive £23. Becoming more difficult to maintain a sustainable transport offer. The policy guarantees students get to provision.

More than 20,000 students are transported daily. 1800 of these are SEND. TSG (SC & VN) are to provide numbers of P16 students to the operators.

#### Cost Issues

View from the College representatives that

**SC/VN – to supply figures. – ASAP.**

contribution is too excessive. DR confirmed the contribution had to be affordable but there was no definition of affordability by DfE.

The College reps felt that the cost of transport contribution is significant if more than one child in the family. For families with multiple students could a discount be made available?

One college felt that the admin fee for paying instalments was hitting poorest students hardest

YP may be accessing same school and same transport in September at P16 that they were in July at statutory school age. One operator was querying why they now have to pay. DR explained the policy and the reasons for the contribution. People feel that they have no other choice and are voting with feet.

Colleges were concerned that the people on low income were choosing to pay daily at start of year, even though this is more expensive in the long run, as can't afford initial payment. These students are then unable to sustain paying daily and withdraw.

The college reps felt that with the rise in academies and demise of Connexions career advice, there is little guidance available for young people regarding transport cost once P16. Request that info be sent to all Y11's regarding P16 options. LCC transport only hold details of students receiving transport, not all students. LCC can send flyers to schools and colleges to ask that they inform their students.

Partners were interested to know how successful LCC are in receiving the contribution from students. SC confirmed that where it is asked for it is received in the main, but some students may choose to make alternative arrangements at that time.

North Lincolnshire Council reduced contribution significantly – now £30 per year. Due to increased number of students travelling, Stagecoach were able to offer additional benefits to students using passes in this area. This included having free evening and weekend travel included with their passes. DR stated that North Lincs must be heavily subsidising the cost. In

|                      |   |  |
|----------------------|---|--|
| <p>5. Next Steps</p> | <p>Lincolnshire, there has been a reduction of numbers of students having travel passes through LCC.</p> <p>Cost of transport from LCC = £3.17 per day (based on 180 days of attendance). Seems good value when broken down like this but when paying for more than one child and having to find the money in one go or to meet the six instalments not so affordable.</p> <p><u>General Issues</u></p> <p>Query over decreasing numbers from Coningsby / Tattershall area. It is believed this may be due to an increase in parents/carers transporting, and an increase in academies providing 6<sup>th</sup> form provision where they didn't before. Colleges and 6<sup>th</sup> forms competing for same students.</p> <p>RPA - Not compulsory to remain in school/college. Young people can also complete an apprenticeship or can be in work as long as they are also completing some form of training. RPA was introduced to reduce number of NEETs.</p> <p><u>AOB</u></p> <p>Removal of Newark as a DTA college – All in agreement with this.</p> <p>Before term begins can we have a list of pupils for transport? TSG will contact operators when reaching capacity on services to discuss options.</p> <p>Pilot options will always be considered to help improve the fragmented transport system. Stagecoach suggested an example being a voucher system with them on particular routes which could be explored further.</p> <p>Poster/Flyer – RB/TM to amend and send to P16 establishments</p> <p>3 year entitlements – If under 19 at 1<sup>st</sup> September entitled for a further year. LCC will look at the wording in the statement as this is something that is already offered.</p> | <p><b>RB/TM to amend and distribute – ASAP</b></p> <p><b>DR/TM to consider – April 2018.</b></p> |
|----------------------|---|--|

|  |   |  |
|--|---|--|
|  | <p>Comments to be compiled for scrutiny and exec. For ratification by the Exec by April 2018.</p> |  |
|--|---|--|

Another meeting requested for October 2018.

Consideration to be given to the establishment of a steering group to consider options for improving the usage of the commercial transport network.

## Equality Impact Analysis to enable informed decisions

The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

### Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

**\*\*Please make sure you read the information below so that you understand what is required under the Equality Act 2010\*\***

### Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

### Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

### Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

### **Decision makers duty under the Act**

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

### **Conducting an Impact Analysis**

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

#### **The Lead Officer responsibility**

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

#### **Summary of findings**

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

### Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

### How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

**Proposals for more than one option** If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

**The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.**

## Background Information

|  |   |  |  |
|--|---|--|--|
|  | Post 16 Transport Policy – updated 2018   |  | 2017<br>Children's Commissioning Transport 2018  |
| <b>Service Area</b>  | School Services, Transport Services<br>Children's Commissioning Transport 2017<br>Children's Commissioning Transport 2018   | <b>Lead Officer</b>  | David Robinson, School Services Commissioning Manager  |
| <b>Who is the decision maker?</b>  | Councillor Mrs P Bradwell   | <b>How was the Equality Impact Analysis undertaken?</b>                          | Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database.<br>Review of policy during engagement with stakeholders 2017.<br>Review of policy during engagement with stakeholders 2018. |
| <b>Date of meeting when decision will be made</b>                                  | 08/04/2016<br>16/05/2017 for new policy statement<br>20/04/18 for new policy statement  | <b>Version control</b>   | 1.0<br>2.0 updated 2017<br>3.0 updated 2018  |
| <b>Is this proposed change to an existing policy/service/project or is it new?</b> | Existing policy/service/project<br>Existing policy no change 2017<br>Slight amendment to an existing policy 2018  | <b>LCC directly delivered, commissioned, re-commissioned or de-commissioned?</b> | Commissioned<br>Commissioned 2017<br>Commissioned 2018   |
| <b>Describe the proposed change</b>  | <p>A proposed change to the charge to parents/carers of students of sixth form age for their contribution towards the cost of home to school/college transport. The amended charges will take effect from September 2016 for the academic year 2016/17 and from September 2017 for the academic year 2017/18. The Policy remains the same. This is not a proposed change to the policy. The cost to the student/parent/carer is proposed to rise from £418 (£423) per annum to £500 per annum in 2016/17 and £570 per annum in 2017/18<br/>The policy provision is unchanged 2017. The student contribution is proposed as £570 per annum for 2017/18.</p> <p>Proposed change to one of the Designated Transport Areas (DTAs) within the policy. To remove the Newark College DTA and extend the Lincoln College and Grantham College DTAs to cover this geographical area. No other changes are proposed in relation to the eligibility criteria or the parent/student financial contribution.</p> |  |  |

## Evidencing the impacts

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

### Data to support impacts of proposed changes

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

#### Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

#### Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1<sup>st</sup> April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

## Positive impacts

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

|                                   |   |
|-----------------------------------|---|
| <p><b>Age</b></p>                 | <p>All entitled students must pay a contribution towards transport costs. The users of the service are primarily year 12 and 13 school students (16 – 18 years of age), but also LLD learners aged to 25.</p> <p>The purpose of the proposed increase is to reduce the subsidy needed from the Council, in order to make the policy more sustainable in the near future in a climate of reduction to the education transport budget.</p> <p><b>No change 2017.</b></p> <p>The age of the pupils benefitting from the policy remains the same. The proposal is that the financial contribution will remain the same for 2018 with no increase. It is felt that the contribution is currently set at level which helps to stabilise the subsidy required from the Council, in order to continue to sustain the policy in the medium term. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p>  |
| <p><b>Disability</b></p>          | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of recognised learning difficulties and/or physical disability.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students with disabilities and/or learning difficulties will remain a flat rate cost across the county and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The proposal is that the financial contribution will remain the same for 2018 with no increase. It is felt that the contribution is currently set at level which helps to stabilise the subsidy required from the Council, in order to continue to sustain the policy in the medium term. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA. The financial contribution from students with a recognised disability and/or learning disability will remain at a flat rate cost across the county to ensure it remains affordable for students and parents.</p> |
| <p><b>Gender reassignment</b></p> | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of gender reassignment.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students who have undergone gender reassignment will remain a flat rate cost across the county and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and financial contribution for 2018 remains the same regardless of gender reassignment.</p>   |

|                                       |   |
|---------------------------------------|---|
|                                       | <p>The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p>   |
| <b>Marriage and civil partnership</b> | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of marriage and civil partnership.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students will remain a flat rate cost across the county regardless of marriage or civil partnership and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and contribution for 2018 remains the same regardless of marriage and civil partnership. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p> |
| <b>Pregnancy and maternity</b>        | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of pregnancy and maternity.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students will remain a flat rate cost across the county regardless of pregnancy and maternity and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and contribution for 2018 remains the same regardless of pregnancy and maternity. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p>                     |
| <b>Race</b>                           | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of race.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students will remain a flat rate cost across the county regardless of race and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and contribution for 2018 remains the same regardless of race. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p>  |
| <b>Religion or belief</b>             | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of religion or belief.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students will remain a flat rate cost across the county regardless of religion or</p>  |

|                                  |  |
|----------------------------------|--|
|                                  | <p>belief and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and contribution for 2018 remains the same regardless of religion or belief. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p>   |
| <p><b>Sex</b></p>                | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of sex.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students will remain a flat rate cost across the county regardless of sex and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and contribution for 2018 remains the same regardless of sex. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p>  |
| <p><b>Sexual orientation</b></p> | <p>All entitled students must pay a contribution towards transport costs. The users of the service must pay this regardless of sexual orientation.</p> <p>If the cost is increased (thereby reducing the cost to LCC of providing this service) the service will become more sustainable. The cost of the transport to students will remain a flat rate cost across the county regardless of sexual orientation and is affordable for students and parents.</p> <p><b>No change 2017.</b></p> <p>The transport entitlement offer and contribution for 2018 remains the same regardless of sexual orientation. The proposal to remove the Newark College DTA will have a positive impact for the students living in this area as transport will now be provided to a wider choice of establishment at minimal cost to the LA.</p> |

**If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

For all groups (not merely those in groups that have protected status), there are some positive impacts of the proposals. The purpose of the proposed increase is to ensure that the service will become more sustainable. This will indirectly support bus and taxi providers by maintaining a major customer base and providing income. This will in turn support the local (particularly rural) population by maintaining local bus services and taxi firms. Maintained transport support will have a positive impact on the local economy and will help support people living in rural areas. They will be less likely to move to larger centres of population to be nearer secondary schools and colleges.

The blanket coverage of the county area will continue thus protecting those in rural and remote areas from disadvantage 2017.

The policy will continue to offer transport support county wide. The flat rate contribution continues to ensure that rural students, whose transport provision is usually more expensive, are not disadvantaged when compared with their peers based on where they live. The policy also continues to underpin the commercial transport network although it is reported that the numbers accessing the provision have reduced in the last year at a time when the financial contribution sought from the Council increased. Without extensive research, we are unable to confirm if there is direct correlation between these factors or if there are other influencing factors contributing to this such as the national drive for apprenticeships which may be influencing student choice or demographic changes linked to the year groups in question.

**Adverse/negative impacts**

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

**Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.**

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|                          |  |
|--------------------------|--|
| <p><b>Age</b></p>        | <p>Younger people (age 16 – 18) are more likely than the general population to be users of public transport due to driving licence age and cost of private transport. Their parents/carers are more likely to have lower disposable income due to having teenager/s to support. If the parents/carers are more likely to have lower disposable income, they are less likely to have access to a car. Colleges are more likely to be a longer distance from the home than the primary or secondary school as there are fewer of them and they tend to be sited in major centres of population. Therefore, this group of students/parents may be more reliant on LCC home to school transport.</p> <p><b>Mitigating action.</b> Survey asking for their opinions – which will be considered at the decision time. The increase in charges is relatively low (financially) and a phased introduction is proposed. Parents/carers/students can apply to their chosen school/college for a bursary which if granted may contribute towards transport costs.</p> <p>No change 2017.<br/>No change 2018.</p>  |
| <p><b>Disability</b></p> | <p>Students and parents/carers who have recognised learning difficulties and/or physical disability are more likely to have lower disposable income as they may be less likely to be in secure well paid employment. If the parents/carers are more likely to have lower disposable income, they may be less likely to have access to private transport. Colleges are more likely to be a longer distance from the home for rural based students than the primary or secondary school as there are fewer of them and they tend to be sited in major centres of population. Therefore, this group of students/parents may be more reliant on LCC home to school transport. An increase in cost may disproportionately affect this group. Students with SEND may stay in education until the age of 25 and therefore may be required to pay a contribution towards transport for longer.</p> <p><b>Mitigating action.</b> Survey asking for their opinions – which will be considered at the decision time. The increase in charges is relatively low (financially) and a phased introduction is proposed. The proposed charge is affordable. Parents/carers/students can apply to their chosen school/college for a bursary which if granted may contribute towards</p> |

|                                       |   |
|---------------------------------------|---|
|                                       | <p>transport costs. Students staying in education up to age 25 will have their transport support offered for longer and the transport will continue to be affordable when compared with other transport solutions within the county.</p> <p>Updated 2017 to consider SEND students being in education for longer.</p> <p>No change 2018</p>   |
| <b>Gender reassignment</b>            | <p>No mitigating action identified</p> <p>No change 2017.</p> <p>No change 2018</p>   |
| <b>Marriage and civil partnership</b> | <p>No mitigating action identified</p> <p>No change 2017.</p> <p>No change 2018</p>   |
| <b>Pregnancy and maternity</b>        | <p>No mitigating action identified</p> <p>No change 2017.</p> <p>No change 2018.</p>  |
| <b>Race</b>                           | <p>The transport policy booklets, application forms and online information are printed in English. The transport applications are completed in English. People whose first language is other than English may have difficulty in understanding the letter/survey. Parents/carers whose first language isn't English are more likely to have lower disposable income as they may be less likely to be in secure well paid employment. If the parents/carers are more likely to have lower disposable income, they may be less likely to have access to private transport. Colleges are more likely to be a longer distance from the home than the primary or secondary school as there are fewer of them and they tend to be sited in major centres of population. Therefore, students/parents from minority groups may be more reliant on LCC home to school transport. An increase in cost may disproportionately affect this group.</p> <p><b>Mitigating action.</b> The policy booklet and LCC website ask people to contact the Council if they need help with reading the information. Possibly add information about minority languages and the support available to the letter and on line information. It would possibly be out of scale to print the letter/survey in minority languages. Survey asking for their opinions – which will be considered at the time of the decision. The increase in charges is relatively low (financially) and a phased introduction is proposed. The proposed charge is affordable. Parents/carers/students can apply to their chosen school/college for a bursary which if granted may contribute towards transport costs.</p> <p>No change 2017.</p> <p>No change 2018.</p> |

|                           |  |
|---------------------------|--|
| <b>Religion or belief</b> | No mitigating action identified<br>No change 2017.<br>No change 2018 |
| <b>Sex</b>                | No mitigating action identified<br>No change 2017.<br>No change 2018 |
| <b>Sexual orientation</b> | No mitigating action identified<br>No change 2017.<br>No change 2018 |

**If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

If the cost is not increased, the cost to LCC of providing the service will further increase and become less sustainable. This increases the chances of triggering a review of the Post-16 transport policy which might conclude that the policy is not affordable for the Council. There is no statutory requirement (except in special circumstances) to provide Post-16 transport. The transport may be stopped. Bus and taxi firms will lose income and may close down. This could leave people in remote rural locations with no access to public transport at all. Low income groups will be particularly disadvantaged as they may not be able to fund or access alternative private transport. Loss of the transport support will have a negative impact on the local economy.

The principal of universal coverage for Post 16 students is maintained 2017.  
No change 2018.

## Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at [consultation@lincolnshire.gov.uk](mailto:consultation@lincolnshire.gov.uk)

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

### Objective(s) of the EIA consultation/engagement activity

To identify the groups of people we want to engage in the survey  
To identify barriers that may prevent people from receiving, reading, understanding and returning the letter/survey  
To identify mitigating actions to maximise the completed surveys returned  
To evaluate the survey findings.  
To implement agreed changes.  
**As above 2017.**  
**As above 2018.**

**Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic**

|  |  |
|--|--|
| <p><b>Age</b></p>                            | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.<br/><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p> |
| <p><b>Disability</b></p>                     | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.<br/><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p> |
| <p><b>Gender reassignment</b></p>            | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.<br/><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p> |
| <p><b>Marriage and civil partnership</b></p> | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.<br/><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p> |
| <p><b>Pregnancy and maternity</b></p>        | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.<br/><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p> |

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| <b>Race</b>   | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.</p> <p><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p>   |
| <b>Religion or belief</b>   | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.</p> <p><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p>   |
| <b>Sex</b>  | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.</p> <p><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p>   |
| <b>Sexual orientation</b>   | <p>Office based discussion within School Services Transport Team. Review of existing service users and potential users from in-house knowledge and existing transport users database. Meetings with representatives from the LCC Community Engagement Team to refine our approach and develop the letter/survey.<br/>Young people in schools and colleges who may be affected.</p> <p><a href="#">Surveys of young people, direct engagement with providers March 2017 and social media engagement.</a><br/><a href="#">Surveys of young people, direct engagement with providers Feb/March 2018 and social media engagement.</a></p>   |
| <p><b>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</b><br/>The purpose is to make sure you have got the perspective of all the protected characteristics.</p> | <p>At this stage; Yes. The Equality Impact Analysis will be re-visited following the engagement process with all the stakeholders who will include people in the groups defined as protected in the Equality Act 2010.<br/>30<sup>th</sup> March 2016. The comments from users of the service were mainly against the change. However, there was no indication from these comments of an adverse EIA for protected groups (people with protected characteristics). In particular the proposal is aimed at protecting the economic viability of the economic viability of the policy. All of the survey results were analysed and considered.</p> <p><a href="#">All stakeholders were invited to comment on the proposed policy during an engagement exercise between 10<sup>th</sup> March and 30<sup>th</sup> April 2017. All views received were considered and reported in the DMT report presented on 16<sup>th</sup> May 2017.</a><br/><a href="#">All stakeholders were invited to comment on the proposed policy during an engagement exercise between 01<sup>st</sup> February 2018 and 28<sup>th</sup> February 2018 and a face to face meeting held on 14<sup>th</sup> March 2018. All views received have been considered and reported to the Children and Young People's Scrutiny Committee on 20<sup>th</sup> April 2018 for a formal decision to be made by Councillor Bradwell regarding the adoption of the proposed transport policy statement for 2018/19.</a></p> |

**Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?**

We will take into account views from Parents, Carers and young people including schools and colleges.  
We will compare the number of students using the Post-16 home to school/college transport service over the previous two years with the number using it in 2016/17 and 2017/18 to see if there has been a significant reduction in numbers - if so we will seek to determine the reasons.  
We will determine the costs of providing the service against the income generated to see if the change to the charges provided the required increase in income.

Further monitoring of the effects of the policy will be conducted during the course of the year up to the time of the next policy review in 2018.

In the 2018 engagement process, it has been reported that there is a reduction in numbers using public transport as well as seeking financial support from colleges in the form of a bursary. Further monitoring of the effects of the policy will be conducted during the course of the year up to the time of the next policy review in 2019, to see if these changes are as a direct result of the Post 16 Transport Policy on offer by LCC.

**Further Details**

|  |  |
|--|--|
| <b>Are you handling personal data?</b> | No<br>No 2017<br>No 2018<br>If yes, please give details. |
|--|--|

| <b>Actions required</b>   | <b>Action</b>   | <b>Lead officer</b>           | <b>Timescale</b>   |
|---|---|-------------------------------|--|
| Include any actions identified in this analysis for on-going monitoring of impacts. | Review of the effects of the policy during 2017/18.<br>Review of the effects of the policy during 2018/19 | David Robinson /Teri Marshall | September 2017 to April 2018<br>September 2018 to April 2019 |
| <b>Signed off by</b>  | David Robinson<br>David Robinson<br>David Robinson  | <b>Date</b>                   | 30/03/2016<br>12/05/2017<br>XXXXXXXXX                        |

**Open Report on behalf of Debbie Barnes, Director of Children's Services**

|            |  |
|------------|--|
| Report to: | <b>Children and Young People Scrutiny Committee</b>  |
| Date:      | <b>20 April 2018</b>   |
| Subject:   | <b>The Building Communities of Specialist Provision Strategy: Consultation Update and Timeline</b> |

**Summary:**

The purpose of this report is to provide the Children and Young People Scrutiny Committee with an update on the consultation on the Building Communities of Specialist Provision Strategy and to note the revised timeline for Executive decision making.

The Building Communities of Specialist Provision Strategy proposes to make significant changes to the existing special education provision, creating an integrated and sustainable school system where pupils can attend their nearest school, confident that their education and health needs can be fully met. The strategy has been collaboratively produced with all Special School Leaders, Lincolnshire County Council (LCC) and the Lincolnshire Parent Carer Forum to ensure the proposed model is based upon sector expertise and parental views. This strategy proposes to address the current system pressures which are making the existing system unsustainable: increased demand on a limited number of school places, excessively long journeys for a significant number of pupils, the potentially detrimental impact of some Out of County placements on families and the need for significant improvements to some special school buildings.

In order to achieve this ambition, the strategy proposes implementing a sector-wide approach to special education which would enable all special schools to meet the wider range of needs of pupils in their local community.

The proposed Building Communities of Specialist Provision Strategy was presented to the Children and Young People Scrutiny Committee on 1 December 2017 and to Executive on 5 December 2017 for approval to engage in public consultation. Approval was granted to engage in public consultation on both the proposed strategy and the proposed changes to individual schools simultaneously. The strategy was subject to public consultation over a 9 week period from 8 January 2018 to 14 March 2018.

This report will provide the Children and Young People Scrutiny Committee with a brief summary of the consultation process, initial outcomes from the consultation and the revised timeline on the next steps.

The timeline has been amended to ensure all Academy Trusts and the Regional School Commissioner have sufficient time to consider the outcomes of the consultation and also to ensure that the final decision made by the Executive is informed by public consultation, the decision of Academy Trusts and the Regional School Commissioner.

**Actions Required:**

The Children and Young People Scrutiny Committee is invited to note and comment on the contents of the report.

**1. 1. Background**

In March 2017, the Department for Education announced the High Needs Strategic Review instructing all local authorities to review provision for pupils with Special Educational Needs and Disabilities (SEND) in order to ensure that there are sufficient good school places which meet the changing needs of pupils with SEND. The review required Local Authorities (LAs) to work in close collaboration with special schools and parent and carer groups to co-produce a strategic plan which delivers sustainable, good quality provision to meet current and future needs. It was also expected that LAs work with maintained schools, academies, free schools and others to agree how SEND education should be met across their area, including considering the best ways of supporting mainstream schools to meet these needs.

Locally, specialist education leaders recognised significant challenges within the existing system of provision and all agreed that the status quo could not remain. As identified in the summary to this document, increased demand on a limited number of school places, excessively long journeys for a significant number of pupils, the potentially detrimental impact of some Out of County placements on families and the need for significant improvements to some special school buildings have all led to sector leaders identifying the need for change.

A shared response was required to these significant challenges and collaboration between Special School Leaders, LCC, Lincolnshire Learning Partnership and Lincolnshire Parent Carer Forum was established as the foundation for developing an effective solution. With a commitment to developing a sustainable, inclusive and localised special education system the Building Communities of Specialist Provision Strategy was developed.

This strategy set out the shared vision for the future of SEND provision based on a model that would enable pupils to access a special school as close as possible to home that could meet their individual needs.

The proposed Building Communities of Specialist Provision Strategy was presented to the Children and Young People Scrutiny Committee on 1 December 2017 and to the Executive on 5 December 2017 for approval to engage in public

consultation. Approval was granted to engage in public consultation on both the proposed strategy and the proposed changes to individual schools simultaneously. The strategy was subject to public consultation over a 9 week period from 8 January 2018 to 14 March 2018.

The consultation period for this strategy has now ended, with initial findings as follows:

- Contributions to the consultation have been large in number, across the wide range of opportunities, with 667 responses to surveys, 236 people attending the consultation events and 25 respondents submitting comments and additional questions via email.
- All consultation events have been informative and generated valuable and insightful discussion, with many parent/carers and school staff seeking reassurance over some specific issues and many key themes emerging. The majority of the consultation events provided an opportunity to raise concerns, dispel myths and for many parents and staff the opportunity to express their support for the strategy.
- Throughout the consultation the strategy has received overwhelming levels of support, evidenced through the survey data and feedback from some consultation events. Initial analysis indicates that between 79% and 85% of respondents agree or agree strongly with the key messages in the strategy. Only 8% - 9% overall disagree or strongly disagree with the key messages within the strategy.
- With regards to data confidence, for a target population of 5000 people, with a reasonably representative spread of respondent category type and geography, 387 responses would be required to give a 95% level of confidence that views received are representative of the target population, with a 5% margin of error. With 667 responses the surveys confidence margin has been assessed as 99% (+/- 5%).

The implementation of the Strategy, if approved, will be complex involving the co-ordination of a number of legal processes for the making of alterations to school organisation across both the maintained and Academy sectors. The timeline for the strategic approval process has been reviewed to ensure that the different processes can, as far as possible, be aligned. This will ensure that Council decision-makers have as much information as possible, as to what is happening across the system, to inform their decision, both in relation to the final approval of the strategy and the maintained school alterations that flow from it.

As the consultation is now complete, the next stage is therefore to share the findings with the relevant Academy Trusts to enable them to consider the consultation outcomes and make their own independent decisions regarding the proposals affecting their schools. If there continues to be support for the proposals, each Academy Trust will develop a comprehensive business plan which will be submitted to the Regional School Commissioner, who is the formal

decision-maker in law regarding the approval of proposed changes to an Academy.

The intention is for all Academy Trusts supporting the proposals to submit their Business Cases to the Regional School Commissioner for consideration at the Head Teacher Board on 21 June 2018. This is consistent with the Department for Education (DfE) guidance: Making significant changes to an open academy.

Any changes to Local Authority Maintained schools needs to go through a significantly different process set out in the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and the DfE guidance: Making prescribed alterations to an LA maintained school.

As referred to above, the consultation which was approved by the Executive in December 2017, constituted both a consultation on the strategy and an initial stage of consultation on the school alteration proposals that would be required by the Strategy. This initial period of informal consultation is encouraged by but not required by the DfE guidance.

However, before a decision could be reached to approve an alteration to a maintained school, the Council is required to conduct a statutory consultation by publishing a formal notice and allowing 4 weeks for the making of representations.

Therefore, in accordance with the Council's usual process for the making of prescribed alterations, the Executive Councillor for Adult Care, Health and Children's Services will need to consider the outcomes of the consultation conducted so far and decide whether to proceed to the formal representation period as outlined in the DfE guidance. The intention is for the Executive Councillor for Adult Care, Health and Children's Services to decide whether to progress to the representation period in July 2018 with representation starting in September and lasting 4 weeks, should that decision be made. This will avoid school holidays.

Timing the Executive Councillor's decision to proceed to statutory consultation to take place in July 2018 means that it will be taken in the knowledge that Academy Trust Business Cases have been submitted to the Regional School Commissioner and the Regional School Commissioner's decision is likely to have been shared. This will give the Executive Councillor additional assurance that the required system-wide co-ordination is being achieved.

Please note that the earliest point at which the consultation findings will be considered by the Executive Councillor will be in July, as part of the decision whether to progress to statutory consultation. The fully analysed consultation findings will also be shared with the members of the Children and Young People Scrutiny Committee at the same time but will not be considered formally by the Committee at that time. This is consistent with the Council's usual process in terms of school organisation changes, where the decision to consult is not the subject of scrutiny but the final decision is.

The consultation findings will therefore be formally considered by the Committee prior to the final decision being made. The intention is that this will be at the Committee's meeting on 19 October 2018 prior to a final decision, intended to be taken by the Executive at its meeting on 6 November 2018.

The Executive decision will be based on a report (which will be considered by the Committee) which brings together all the relevant considerations including the consultation findings in relation to the Strategy, the findings of the statutory representation period and the decisions of the Academy Trusts and the Regional School Commissioner in relation to Academy Trust changes and will invite the Executive to consider whether to approve the Strategy and the maintained schools alterations that flow from it.

**2. Conclusion**

This report provides an update on the consultation process. It outlines the revised timeline for next steps. The members of the Children and Young People Scrutiny Committee will be sent the findings of the consultation in July 2018. At the same time the Executive Councillor for Adult Care, Health and Children's Services will make a decision on progressing to the representation period for LA maintained schools. The original consultation findings and the results of the representation period will be considered by the Committee along with the decision of the Academy Trusts and the Regional School's Commissioner in October 2018. This will enable the Committee to undertake pre-decision scrutiny on whether the Executive should approve the strategy and the school alterations which flow from it.

**3. Consultation**

**a) Have Risks and Impact Analysis been carried out?**

Yes

**b) Risks and Impact Analysis**

A Risk and Impact Analysis has been completed for the proposed strategy and model. It is currently being updated in response to the public consultation and is available from the SEND Project Office.

**4. Background Papers**

| Document title  | Where the document can be viewed |
|---|----------------------------------|
| Building Communities of Specialist Provision Strategy       | Children's Services              |
| DfE Guidance: Making significant changes to an open academy | Children's Services              |

|  |  |
|--|--|
| DfE Guidance: Making Prescribed Alterations to a Local Authority Maintained School   | Children's Services  |
| Executive Report - Building Communities of Specialist Provision: A Collaborative Strategy for Children and Young People with Special Educational Needs and Disabilities (SEND) in Lincolnshire dated 5 December 2017 | Democratic Services<br><br><a href="http://lincolnshire.moderngov.co.uk/ieListDocuments.aspx?CId=121&amp;MId=4681&amp;Ver=4">http://lincolnshire.moderngov.co.uk/ieListDocuments.aspx?CId=121&amp;MId=4681&amp;Ver=4</a> |

This report was written by Eileen McMorrow, who can be contacted on 01522 552632 or [Eileen.McMorrow@lincolnshire.gov.uk](mailto:Eileen.McMorrow@lincolnshire.gov.uk).

**Open Report on behalf of Debbie Barnes, Executive Director of Children's Services**

|            |   |
|------------|---|
| Report to: | <b>Children and Young People Scrutiny Committee</b> |
| Date:      | <b>20 April 2018</b>                                |
| Subject:   | <b>Corporate Parenting Sub Group Update</b>         |

**Summary:**

The work of the Corporate Parenting Sub Group (formerly the Corporate Parenting Panel) remains critical in promoting life chances and opportunities for vulnerable children, looked after children and care leavers. Members act as champions on behalf of these groups of children and young people. The Sub Group meets on a quarterly basis and includes representatives from looked after children and foster carers.

Through the presentation of reports, performance information, and Visiting Members responsibilities, the Sub Group scrutinise that the arrangements for the safety and welfare of looked after children and care leavers are in accordance with what every good parent would want for their own child.

It is agreed that the minutes of the Corporate Parenting Sub Group be presented to the Children and Young People Scrutiny Committee, and attached are the draft minutes of the meeting held on 15 March 2018.

**Actions Required:**

The Children and Young People Scrutiny Committee is asked to support the work of the Corporate Parenting Sub Group and to consider the matters raised and addressed.

**1. Background**

The Sub Group meets quarterly and is continually evolving and is very proactive in seeking information to inform Members about the quality of services provided by the Local Authority and partner agencies, as is evidenced in the recording of the minutes.

## 2. Conclusion

The ongoing scrutiny process looking at how well we meet our respective responsibilities and the different aspects of a child and young person's needs is pivotal to the work of the Corporate Parenting Sub Group. The attached draft minutes provide an account of the work undertaken since the previous meeting held on 7 December 2017.

## 3. Consultation

### a) Have Risks and Impact Analysis been carried out?

No

### b) Risks and Impact Analysis

Not Applicable

## 4. Appendices

|   |   |
|---|---|
| These are listed below and attached at the back of the report |   |
| Appendix A  | Corporate Parenting Sub Group Draft Minutes 15 March 2018 |

## 5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Yvonne Shearwood, Service Manager Regulated Services, who can be contacted on 01522 554849 or [yvonne.shearwood@lincolnshire.gov.uk](mailto:yvonne.shearwood@lincolnshire.gov.uk).

**CORPORATE PARENTING SUB  
GROUP  
15 MARCH 2018**

**PRESENT: COUNCILLOR D BRAILSFORD (CHAIRMAN)**

**Lincolnshire County Council:** Councillors Clio Perraton-Williams (Vice-Chairman), Mrs K Cook and R L Foulkes.

Officers in attendance:-

Lisa Adams (Children's Services Manager, Barnardo's), Katrina Cope (Senior Democratic Services Officer), John Harris (Children's Service Manager - Regulated - North and Fostering), Tracy Johnson (Senior Scrutiny Officer), Sarah Lane (Virtual School Team Manager), Andrew Morris (Corporate Parenting Manager) and Janice Spencer (Assistant Director Safeguarding).

1 APOLOGIES FOR ABSENCE/REPLACEMENT MEMBERS

Apologies for absence were received from Councillor S R Dodds, Polly Coombes (Foster Carer) and Jean Burbidge (Lincolnshire Community Health Services).

An apology was also received from Yvonne Shearwood, Children's Services Manager: Regulated (South and Adoption).

2 DECLARATIONS OF MEMBERS' INTEREST

There were no declarations of members' interest made at this point in the meeting.

3 MINUTES OF THE CORPORATE PARENTING SUB-GROUP MEETING  
HELD ON 7 DECEMBER 2017

RESOLVED

That the minutes of the Corporate Parenting Sub-Group meeting held on 7 December 2018 be approved and signed by the Chairman as a correct record.

4 LOOKED AFTER CHILDREN AND CARE LEAVERS STRATEGY

The Sub-Group received a verbal update from Andrew Morris, Corporate Parenting Manager, who advised that the Strategy was progressing well with input from all partners. It was noted that the Strategy set out Lincolnshire's ambitions for the next three years in relation to Looked After Children and Care Leavers.

**CORPORATE PARENTING SUB GROUP****15 MARCH 2018**

The Corporate Parenting Manager agreed to circulate an electronic copy of the Looked After Children and Care Leavers Strategy and the Corporate Parenting Strategy to all members of the Sub-Group for comments.

During a short discussion, the Sub-Group raised the following points:-

- Involvement of Care Leavers in the Strategy. Officers confirmed that Care Leavers had participated in the strategy;
- Involvement with the Armed Forces – The Sub-Group was advised that the Care Leavers Service had specialist workers who would make initial contact; and then would help the young person in conjunction with the Council to make contact with the organisation. The Sub-Group was advised young people would be offered career guidance. Some discussion was also had relating to the incentivising of council suppliers to take on young people either on work experience or on an apprenticeship scheme. It was noted that going forward the Council might decide to make this part of the Commissioning Strategy. It was noted further at the moment there had been a delay in getting an agreement as to what the district council's would offer;
- Getting people to work in local companies – The Sub-Group was advised that there was a link in from job centres for Looked After Children (LAC) and Care Leavers. The Sub-Group was advised further that each job centre had a named member of staff to deal with LAC and Care Leavers; and
- One member enquired as to whether other partners had input into the Strategy, with particular reference being made to foster carers. Officers agreed to look into this matter.

The Sub-Group and all non-Executive Councillors had been invited to participate in a working group to review the Looked After Children and Care Leavers Strategy and the Corporate Parenting Strategy.

The following members had put their names forward for inclusion on the working group: Councillors C J T H Brewis, D Brailsford, Mrs K Cook, S R Dodds, R L Foulkes, R Kendrick, Mrs A M Newton, R B Parker and Clio Perraton-Williams. The Senior Scrutiny Officer agreed to arrange some suitable dates.

**RESOLVED**

1. That the Working Group be comprised of the following members: Councillors C J T H Brewis, D Brailsford, Mrs K Cook, S R Dodds, R L Foulkes, R Kendrick, Mrs A M Newton, R B Parker and Clio Perraton-Williams.
2. That the Senior Scrutiny Officer be tasked with arranging suitable meeting dates for the Working Group.

**5 VISITING MEMBERS QUARTERLY REPORT**

The Sub-Group gave consideration to the Visiting Members – Log of Quarterly Visits to Children's Homes April 2017 to March 2018. From feedback received from

members present at the meeting it became apparent that there were still some returns missing. The Sub-Group was advised that further clarity would be given regarding the role of the visiting member and the process to be followed following a visit to a children's home at the Visiting Member meeting scheduled to be held on 23 March 2018.

During a short discussion, one member suggested that it would be useful for a visiting member to shadow the Regulation 44 Officer. The Assistant Director Safeguarding felt that this was a good idea, and agreed to email out a list of Regulation 44 Officers to visiting members; and to also speak to Regulation 44 Officers.

#### RESOLVED

1. That the visiting members would receive further information regarding the role of a visiting member and the process to be adopted after visiting a children's home at the meeting scheduled to be held on 23 March 2018.
2. That the Assistant Director for Safeguarding agreed to speak to Regulation 44 Officers regarding shadowing; and to email all visiting members a list of Regulation 44 officers.

#### 6 BARNARDO'S LEAVING CARE SERVICE SIX MONTHLY REPORT

The Sub-Group gave consideration to a report which provided information as to the performance of the Lincolnshire Leaving Care Service with regard to care leavers. Lisa Adams, Children's Services Manager, Barnardo's presented the report and responded to questions raised, which included:-

- The number of young people attending University - The Sub-Group was advised that 20 young people were now attending University. It was noted that this was the highest figure recorded. It was noted further that work was being undertaken to promote the success to others within the care service. It was also noted that the Virtual School had arranged events for care leavers at Bishop Grosseteste University and John Spendluffe School. These events had been well received. The Sub-Group was also advised that some universities offered free accommodation to care leavers;
- The Corporate Parenting Role – Particular reference was made to the role of district councils in respect of housing. It was highlighted there was still work to be done to get housing officers to understand the role of being a corporate parent. It was highlighted further that to take the housing issue forward there needed to be a four way protocol between the District Council, County Council; the Health Service and Social Services. It was highlighted that as yet there had been no direction received from central government;
- Care leavers participation at the FAB event on 30 June 2018;
- Pathway plans – The Sub-Group was advised that work was on going to improve the figure up to a 90% target;
- Apprenticeships – It was reported that there had been some good success stories with regard to apprenticeships;

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## **CORPORATE PARENTING SUB GROUP**

**15 MARCH 2018**

- The impact of the Social Care Act in relation to local authority responsibility for care leavers up to the age of 25. Officers advised that Lincolnshire was at the forefront with regard to this matter. Officers confirmed that the partnership approach with Barnardo's was not something that was replicated in other areas. It was agreed that a paper regarding this matter would be presented to a future meeting;
- Social Care Return – Officers agreed to provide a sentence explaining the Department for Education Indicator;
- Unaccompanied Asylum Seeking Children (UASC) – The Sub-Group was advised that the number of young people entering care in Lincolnshire as Unaccompanied Asylum Seeking Children had dropped compared to 2016. It was noted that numbers were still above the previous three years figures. The graph on page 48 provided information regarding Unaccompanied Asylum Seeking Children on Roll between 2013 – 2017. It was noted that 4 young people had been placed in mainstream fostering and eight had been placed with an independent fostering agency, so that the young people were placed in more cultural areas to meet their needs;

RESOLVED

That the Barnardo's Leaving Care Service Six Monthly Report be received.

7 V4C (VOICES FOR CHOICES) QUARTERLY REPORT (DECEMBER 2017 - FEBRUARY 2018) AND MEMBER FEEDBACK FROM VISITS TO V4C MEETINGS IN THE PREVIOUS QUARTER

The Sub-Group gave consideration to a report from the V4C. In guiding the Sub-Group through the report, the Assistant Director Safeguarding made reference to Quadrant Updates; Big Conversation 15; and FAB 2018. Details of these events were contained within the report presented.

Members of the Sub-Group who had attended V4C events in the areas provided the Sub-Group with a short update.

The Senior Scrutiny Officer agreed to send future V4C meeting dates out to members of the Sub-Group after the meeting.

RESOLVED

That the V4C Update for March 2018 be received.

8 THE VIRTUAL SCHOOL FOR LINCOLNSHIRE LOOKED AFTER CHILDREN SIX MONTHLY REPORT

The Sub-Group gave consideration to a report from Sarah Lane, Virtual School Team Manager, which provided the Statutory Annual Report of the Virtual Head Teacher and Virtual School.

The report highlighted the work of the Virtual School, the Local Authority and partner agencies to improve outcomes for children and young people in care from the age of three to eighteen.

The Sub-Group was advised that the cohort of young people in care were more challenging, which appeared to be a national trend; and the report highlighted the Council's vision which was to "Put Children First" and work together with families to enhance children's present and future lives. Details of how this was to be achieved were shown on the bottom of page 45/top of page 46 of the report presented.

Page 51 of the report provided information relating to how likely Looked After Children were likely to be excluded. The report highlighted that since 2014, Looked After Children had been increasingly less likely to be excluded. It was noted further that the gap had closed and Lincolnshire was now in line with national data.

The report also provided information relating to:

- Electronic Personal Education Plans – The Sub-Group was advised that following a major system upgrade, statutory age ePEP compliance for those of statutory school age for the Summer Term was on target;
- Achievements of the Children and Young People, as detailed on pages 55 to 63 of the report presented;
- Exclusions – The Sub-Group was advised that the Ladder of Behavioural Intervention had made an impact with regard to exclusions;
- Confirmation was given that there were always more boys than girls entering care;
- Healthy Minds Programme – The Sub-Group was advised that schools were being empowered to be part of the sector led model; and
- Monitoring of Looked after Children – Confirmation was given that Looked After Children's progress was monitored to ensure that progress was maintained; and if there were any issues the virtual school would make sure the necessary support was in place.

## RESOLVED

That the Virtual School for Lincolnshire Looked After Children Six Monthly Report be received.

## 9 COMPLIMENTS, COMMENTS & COMPLAINTS RECEIVED FOR LOOKED AFTER CHILDREN

Consideration was given to a report, which provided the Sub-Group with information on the Compliments, Comments and Complaints received relating to Looked After Children for the period 1 April 2017 to September 2017.

The report highlighted that there had been no compliments received during the said period; and that during the six month period there had been one complaint from a young person in Lincolnshire County Council care.

**6**  
**CORPORATE PARENTING SUB GROUP**  
**15 MARCH 2018**

It was further highlighted that there had been a further seven complaints from adults with regard to a young person's treatment whilst in care. The Assistant Director Safeguarding agreed to look into this matter and agreed that the detail would be included in the annual report.

RESOLVED

That the Compliments, Comments & Complaints report received for Looked After Children for the period 1 April 2017 to September 2017 be received.

10 CORPORATE PARENTING SUB-GROUP WORK PROGRAMME 2018

Consideration was given to a report from Tracy Johnson, Senior Scrutiny Officer, which invited the Corporate Parenting Sub-Group to discuss and agree its work programme for 2018.

Appendix A to the report detailed the Corporate Parenting Sub-Group Work Programme for 2018. Following the success of the earlier virtual meeting, the Sub-Group was advised that further virtual meetings had been arranged and were shown in Appendix A.

The Sub-Group was advised that Caring to Learn would be added to the work programme for the 14 June 2018 meeting; and that an item concerning Care Leavers and the Children and Social Work Act 2017 would be added to the work programme for the 20 September 2018 meeting.

RESOLVED

That the Work Programme as detailed at Appendix A be received, subject to the addition of the items as mentioned above.

11 INFORMATION ITEM

RESOLVED

That the information item regarding the Virtual Meeting of the Corporate Parenting Sub-Group be received.

The meeting closed at 12.08 pm.

**Open Report on behalf of Richard Wills,  
Director responsible for Democratic Services**

|            |  |
|------------|--|
| Report to: | <b>Children and Young People Scrutiny Committee</b>                |
| Date:      | <b>20 April 2018</b>   |
| Subject:   | <b>Children and Young People Scrutiny Committee Work Programme</b> |

**Summary:**

This item enables the Committee to consider and comment on the content of its work programme to ensure that its scrutiny activity is focused where it can be of greatest benefit. Members are encouraged to highlight items that could be included for consideration in the work programme.

**Actions Required:**

Members of the Committee are invited to:

- 1) Review and agree the Committee's work programme as set out in Appendix A to this report.
- 2) Highlight for discussion any additional scrutiny activity which could be included for consideration in the work programme.

## 1. Background

### Purpose of Scrutiny Activity

Set out below are the definitions used to describe the types of scrutiny, relating to the items on the Committee Work Programme:

Policy Development - The Committee is involved in the development of policy, usually at an early stage, where a range of options are being considered.

Pre-Decision Scrutiny - The Committee is scrutinising a proposal, prior to a decision on the proposal by the Executive, the Executive Councillor or a senior officer.

Policy Review - The Committee is reviewing the implementation of policy, to consider the success, impact, outcomes and performance.

Performance Scrutiny - The Committee is scrutinising periodic performance, issue specific performance or external inspection reports.

Consultation - The Committee is responding to (or making arrangements to) respond to a consultation, either formally or informally. This includes pre-consultation engagement.

Budget Scrutiny - The Committee is scrutinising the previous year's budget, or the current year's budget or proposals for the future year's budget.

Member Report – The Committee is reviewing the work of the Sub-Groups or Working Groups.

Requests for specific items for information should be dealt with by other means, for instance briefing papers to members.

The Committee's proposed work programme is attached at Appendix A. A list of all upcoming Forward Plan decisions relating to the Committee is also attached at Appendix B.

Members of the Committee are invited to review, consider and comment on the work programme as set out in Appendix A and highlight for discussion any additional scrutiny activity which could be included for consideration in the work programme.

## **2. Conclusion**

The Committee is invited to consider the content of its forthcoming work programme.

## **3. Consultation**

### **a) Have Risks and Impact Analysis been carried out?**

Not Applicable

### **b) Risks and Impact Analysis**

Not Applicable

## **4. Appendices**

|   |  |
|---|--|
| These are listed below and attached at the back of the report |  |
| Appendix A  | Children and Young People Scrutiny Committee – Work Programme                          |
| Appendix B  | Forward Plan of Decisions relating to the Children and Young People Scrutiny Committee |

## **5. Background Papers**

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Tracy Johnson, Senior Scrutiny Officer, who can be contacted on 01522 552164 or by e-mail at [tracy.johnson@lincolnshire.gov.uk](mailto:tracy.johnson@lincolnshire.gov.uk)

**CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE**

Chairman: Councillor Robert Foulkes

Vice Chairman: Councillor Robert Kendrick

| <b>20 April 2018</b>  |  |  |
|---|--|--|
| <b>Item</b>   | <b>Contributor</b>   | <b>Purpose</b>   |
| Proposal to Expand Capacity at Monks Abbey Primary School (Final Decision)                  | Matthew Clayton, Admissions and Education Provision Manager  | Pre-Decision Scrutiny ( <i>Executive Councillor Decision – 8 May 2018</i> )        |
| Post 16 Transport Policy Statement 2018-2019  | David Robinson, Commissioning Manager, Transport<br>Teri Marshall, Senior Commissioning Officer Transport Commissioning Team | Pre-Decision Scrutiny ( <i>Executive Councillor Decision: 23 – 27 April 2018</i> ) |
| The Building Communities of Specialist Provision Strategy: Consultation Update and Timeline | Eileen McMorrow, Senior Project Officer SEND Review  | Policy Development   |
| Corporate Parenting Sub-Group Update (15 March 2018 minutes)                                | Cllr David Brailsford, Chairman of the Sub Group   | Member Report  |

| <b>8 June 2018</b>  |  |  |
|---|--|--|
| <b>Item</b>   | <b>Contributor</b>   | <b>Purpose</b>   |
| Prevent and the Implications for Children and Young People  | Nicole Hilton, Community Assets and Resilience Commissioning Manager | Policy Development   |
| Corporate Parenting Strategy                                | Andrew Morris, Corporate Parenting Manager                           | Pre-Decision Scrutiny (Council decision on 14 September 2018)                |
| Looked After Children and Care Leavers Strategy             | Andrew Morris, Corporate Parenting Manager                           | Pre-Decision Scrutiny  |
| Lincolnshire Secure Unit – Ministry of Justice contract bid | Shannon Gaskell Commissioning Officer – Commercial Services          | Pre-Decision Scrutiny ( <i>Executive Councillor Decision: 18 June 2018</i> ) |

| <b>8 June 2018</b>  |   |                      |
|---|---|----------------------|
| <b>Item</b>   | <b>Contributor</b>  | <b>Purpose</b>       |
| Lincolnshire Local Authority School Performance 2016-17                               | Martin Smith, Children's Service Manager - School Standards | Performance Scrutiny |
| Lincolnshire Safeguarding Boards Scrutiny Sub-Group Update<br>(16 April 2018 minutes) | Cllr Sarah Dodds, Chairman of the Sub-Group                 | Member Report        |
| Theme Performance: Quarter 4  | Sally Savage, Chief Commissioning Officer – Children's      | Performance Scrutiny |

| <b>20 July 2018</b>  |   |  |
|--|---|--|
| <b>Item</b>  | <b>Contributor</b>  | <b>Purpose</b>   |
| Supported Accommodation for Looked After Children              | Janice Spencer, Assistant Director – Children's Safeguarding  | Pre-Decision Scrutiny (Executive Councillor Decision: Date to be determined) |
| Adoption Support Services – Parenting Programme                | Simon Murphy<br>Commissioning Officer                         | Pre-Decision Scrutiny (Executive Councillor Decision: 30 July 2018)          |
| Restorative Panels Pilot                                       | Andy Cook, Youth Offending Manager                            | Policy Review  |
| Partners in Practice   | Tara Jones, Children's Service Manager – Partners in Practice | Policy Review  |
| Corporate Parenting Sub Group Update<br>(14 June 2018 minutes) | Cllr David Brailsford, Chairman of the Sub-Group              | Member Report  |

| <b>7 September 2018</b>   |   |                |
|---|---|----------------|
| <b>Item</b>   | <b>Contributor</b>                                    | <b>Purpose</b> |
| Inclusive Lincolnshire Strategy – Policy Review                                     | Mary Meredith, Children's Service Manager - Inclusion | Policy Review  |
| Lincolnshire Safeguarding Boards Scrutiny Sub-Group Update<br>(9 July 2018 minutes) | Cllr Sarah Dodds, Chairman of the Sub-Group           | Member Report  |

| <b>7 September 2018</b>         |  |                      |
|---------------------------------|--|----------------------|
| <b>Item</b>                     | <b>Contributor</b>   | <b>Purpose</b>       |
| Theme Performance:<br>Quarter 1 | Sally Savage, Chief<br>Commissioning Officer –<br>Children's | Performance Scrutiny |

| <b>19 October 2018</b>   |   |  |
|--|---|--|
| <b>Item</b>  | <b>Contributor</b>  | <b>Purpose</b>   |
| Building Communities of<br>Specialist Provision – A<br>Collaborative Strategy for<br>Children and Young<br>People with Special<br>Education Needs and<br>Disabilities in Lincolnshire<br>(Final Decision)  | Eileen McMorrow, Senior<br>Project Officer SEND<br>Review             | Pre-Decision Scrutiny<br>(Executive Decision – 6<br>November 2018) |
| Special Educational<br>Needs and Disabilities and<br>the process behind<br>Education, Health and<br>Care Plans   | Sheridan Dodsworth<br>Children's Services<br>Manager - SEND           | Policy Review  |
| Lincolnshire Learning<br>Partnership (LLP)<br>Strategic Plan and Impact<br>Evaluation, including: <ul style="list-style-type: none"> <li>➤ <i>educational policy updates and impact in Lincolnshire's schools;</i></li> <li>➤ <i>school improvement, including support for maintained schools and academies;</i></li> <li>➤ <i>small rural schools;</i></li> <li>➤ <i>monitoring the changing position and how the Local Authority is fulfilling its responsibilities;</i></li> <li>➤ <i>relationship with academies and Regional Schools Commissioner; and</i></li> <li>➤ <i>overview of academies and maintained schools.</i></li> </ul> | Sue Williams<br>Children's Service<br>Manager – Education<br>Strategy | Policy Review  |

| <b>19 October 2018</b>   |  |                |
|--|--|----------------|
| <b>Item</b>  | <b>Contributor</b>                               | <b>Purpose</b> |
| Corporate Parenting Sub-Group Update (20 September 2018 minutes) | Cllr David Brailsford, Chairman of the Sub Group | Member Report  |

| <b>30 November 2018</b>  |   |                      |
|--|---|----------------------|
| <b>Item</b>  | <b>Contributor</b>  | <b>Purpose</b>       |
| Significant Place Planning and the Process for School Reorganisation                 | Matthew Clayton, Admissions and Education Provision Manager | Policy Review        |
| Lincolnshire Safeguarding Boards Scrutiny Sub-Group Update (18 October 2018 minutes) | Cllr Sarah Dodds, Chairman of the Sub-Group                 | Member Report        |
| Theme Performance: Quarter 2   | Sally Savage, Chief Commissioning Officer – Children's      | Performance Scrutiny |

#### **Items to be programmed**

- Home to School Transport Policy – Grammar School Transport (*The outcome of the scrutiny review in 2016 on Grammar School Transport was to reconsider the current policy in two years' time.*)
- Safeguarding Children and Social Care Work (*This item will be considered in a workshop.*)

**For more information about the work of this Committee please contact Tracy Johnson, Senior Scrutiny Officer, on 01522 552164 or by e-mail at [tracy.johnson@lincolnshire.gov.uk](mailto:tracy.johnson@lincolnshire.gov.uk)**

**APPENDIX B**

**FORWARD PLAN OF DECISIONS RELATING TO CHILDREN'S SERVICES FROM 5 MARCH 2018**

| DEC REF | MATTERS FOR DECISION  | DATE OF DECISION                        | DECISION MAKER   | PEOPLE/GROUPS CONSULTED PRIOR TO DECISION   | DOCUMENTS TO BE SUBMITTED FOR DECISION | HOW TO COMMENT ON THE DECISION BEFORE IT IS MADE AND THE DATE BY WHICH COMMENTS MUST BE RECEIVED   | RESPONSIBLE PORTFOLIO HOLDER AND CHIEF OFFICER   | KEY DECISION YES/NO | DIVISIONS AFFECTED  |
|---------|---|---|--|---|--|--|--|---------------------|---|
| I015277 | Post 16 Transport Policy Statement 2018                           | Between 23 April 2018 and 27 April 2018 | Executive Councillor: Adult Care, Health and Children's Services | Children and Young People Scrutiny Committee; education providers; transport providers; parents/carers  | Report                                 | Senior Commissioning Officer<br>Tel: 01522 553440 Email: <a href="mailto:teri.marshall@lincolnshire.gov.uk">teri.marshall@lincolnshire.gov.uk</a>                | Executive Councillor: Adult Care, Health and Children's Services and Executive Director of Children's Services | Yes                 | All Divisions   |
| I015278 | Monks Abbey Primary School Proposed Expansion (from 60 to 75 PAN) | 8 May 2018                              | Executive Councillor: Adult Care, Health and Children's Services | Interested parties as DfE guidance including parents; school staff; neighbouring schools; county and district councils; MPs; Children and Young People Scrutiny Committee; trade unions and diocese | Report                                 | Admissions and Education Provision Manager Tel: 01522 553535 Email: <a href="mailto:matthew.clayton@lincolnshire.gov.uk">matthew.clayton@lincolnshire.gov.uk</a> | Executive Councillor: Adult Care, Health and Children's Services and Executive Director of Children's Services | Yes                 | Birchwood; Boutham; Carholme; Grimme and Cathedral; Hartsholme; Park; St Giles; Swallow Beck and Witham |
| I015438 | Lincolnshire Secure Unit - Ministry of Justice Contract Bid       | 18 June 2018                            | Executive Councillor: Adult Care, Health and Children's Services | Children and Young People Scrutiny Committee  | Report                                 | Unit Principal, Lincolnshire Secure Unit Tel: 01529 414300 Email: <a href="mailto:dave.clarke@lincolnshire.gov.uk">dave.clarke@lincolnshire.gov.uk</a>           | Executive Councillor: Adult Care, Health and Children's Services and Executive Director of Children's Services | Yes                 | All Divisions   |

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