

EXTRACT

DEPUTY LEADER

A record of decisions made by the Executive Cabinet Member with responsibility for Health and Wellbeing, Adult Social Care, Public Health and Children's Services including Looked After Children and Schools and Early Years:-

MONDAY, 19th JANUARY, 2015

Following consideration of the matters detailed below in the presence of:-

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| Councillor Mrs Thomas | - | Executive Cabinet Member – Deputy Leader |
| Councillor McKeon | - | Executive Member (Education and Schools) |
| Councillor Cunliffe | - | Executive Member (Public Health) |
| Councillor Peacock | - | Executive Member (Adult Social Care) |
| Councillor Greenhalgh | - | Major Opposition Spokesperson |
| Councillor Mrs Fairclough | - | Major Opposition Spokesperson |
| Councillor Martin | - | Minor Opposition Spokesperson |

Officers

- | | | |
|---------------|---|---|
| Ms M. Asquith | - | Director of Children's and Adult Services |
| Mr J. Livesey | - | Assistant Director of Children's and Adult Services |
| Ms R. Tanner | - | Assistant Director of Children's and Adult Services |
| Mr T. Birch | - | Assistant Director of Children's and Adult Services |

Mr D. Smith	- Head of Finance – Children’s and Adult Services
Mr. J. Ashworth	- Head of Governor Support
Mrs V. Ridge	- Deputy Democratic Services Manager

37. MONITORING OF EXECUTIVE MEMBER DECISIONS

The Deputy Chief Executive submitted a report which provided an update on decisions taken at previous meetings of the Executive Cabinet Member.

The Executive Cabinet Member NOTED the report.

39. REVISION OF INSTRUMENTS OF GOVERNMENT

The Director of Children’s and Adult Services submitted a report which sought approval to revised Instruments of Government for specified maintained Governing Bodies.

The revised Instruments of Governance for the under mentioned schools were appended to the report:

- Bishop Bridgeman CE Primary School;
- Blackshaw Primary School;
- Brandwood Primary School;
- Claypool Primary School;
- Devonshire Road Primary School;
- Egerton Primary School;
- Grosvenor Nursery School;
- Harper Green School;
- High Lawn Primary School;
- Johnson Fold Primary School;
- Kearsley West Primary School;
- Lord Street Primary School;
- Markland Hill Primary School;
- Rumworth School;
- Spindle Point Primary School;

- St James' CE Primary School;
- St Saviour CE Primary School;
- St Stephen and All Martyrs CE Primary School;
- St Thomas CE Primary School, Chequerbent;
- Sunning Hill Primary School;
- The Oaks Primary School;
- The Valley Primary School; and
- Thomasson Memorial School.

Following a recommendation from the Executive Member for Education and Schools, the Executive Cabinet Member APPROVED –

- (i) **The revised Instruments of Government , as detailed in the report now submitted; and AUTHORISED –**
- (ii) **The sealing of the revised Instruments of Government by the Council's Legal Services Unit.**

40. BOLTON CODE OF PRACTICE FOR LOCAL AUTHORITY GOVERNOR APPOINTMENTS

The Director of Children's and Adult Services submitted a report which sought approval for a Bolton Code of Practice in relation to Local Authority Governor Appointments.

The current Code of Practice had been last approved in March, 2012 and detailed the Procedure for Local Authority Governor Appointments and included a process for removal.

The report advised that there was now a need to revise the Code in order to reflect changes in Government Regulation. The new Code was appended to the report and included proposed changes to the appointment criteria/attributes which aimed to ensure that prospective Governors had the skills required to contribute to the effective governance of the school.

Other changes also required the appointment procedure to be revised as the Local Authority no longer had the power to appoint Local Authority positions. The revised appointment process would ensure that applications were matched to

governing bodies based on the applicants skills set and experience.

Full details of the changes and the proposed new code were outlined in Appendix B to the report.

Following a recommendation from the Executive Member for Education and Schools, the Executive Cabinet Member APPROVED –

The Bolton Code of Practice for Authority Governor Appointments, as detailed in Appendix B to the report now submitted.

41. ELECTED GOVERNOR GUIDELINES (STAFF AND PARENT GOVERNOR ELECTIONS)

The Director of Children's and Adult Services submitted a report which sought approval to revise the Elected Governor Guidelines for Staff and Parent Governor Elections in order to comply with new Government Guidance.

The revised Guidelines would allow schools to better inform all prospective governors about the role of a governor and the commitment required, particularly in terms of attendance and training.

The guidance also provided for information on the eligibility criteria for both staff and parent governors, terms of office and nomination and election procedures. Model letters and ballot forms were also included to provide further assistance to schools and ensure processes were managed effectively.

A copy of the Elected Governor Guidelines was attached to the report at Appendix A.

Following a recommendation from the Executive Member for Education and Schools, the Executive Cabinet Member APPROVED –

The Bolton Elected Governor Guidelines, as detailed at Appendix A to the report, for distribution and use by Bolton schools.

42. REVIEW OF THE CURRENT INCLUSION AND STATUTORY ASSESSMENT SERVICE IN LIGHT OF CHANGES TO THE SEND CODE OF PRACTICE

The Director of Children's and Adult Services submitted a report which put forward proposals for the business improvement of the Inclusion and Statutory Assessment Service (ISAS) to ensure that current staffing met the requirements of the new Code of Practice in relation to the introduction and implementation of Education, Health and Care plans.

By way of background information, the report advised the new Special Educational Needs and Disability Code of Practice (September 2014) set out to reform the SEND system. In addition to increasing demand, there was a need to ensure that the current arrangements of the ISAS was fit for purpose.

In this regard, the report went on to outline the proposed changes within the ISAS Team which included:

- Changing the name to Special Educational Needs and Disabilities Assessment Service (SENDAS); and
- Increasing the capacity of SENDAS in order to support the increasing demands on the Local Authority to meet the statutory requirements of the new SEND Code of Practice.

The report provided details in relation to the current ISAS Team Structure and proposed the creation of an additional post of Assistant Manager (Grade 9) from within the SENDAS Team which would be funded through SEND Implementation funding over the next 3 years.

The report would also be considered by the Executive Cabinet Member for Regeneration and Resources at his meeting on 19th January, 2015.

Following a recommendation from the Executive Member for Education and Schools, the Executive Cabinet Member APPROVED, subject to the approval of the Executive Cabinet Member for Regeneration and Resources –

- (i) The change of name of the Service from ISAS to SENDAS; and**
- (ii) The creation of an Assistant Manager post (Grade 9) from within the SENDAS Team, on the basis detailed in the report now submitted, to be funded through SEND implementation funding over the next three years.**

CONFIDENTIAL ITEMS

The background papers and reports in relation to the following items were considered confidential as defined in paragraphs 1 and 3 of Schedule 12A of the Local Government Act 1972 and that it be deemed that, in all the circumstances of the case, the public interest in their exemption outweighs the public interest in their disclosure.

43. COMMISSIONING INTENTIONS – DIRECT PAYMENT SUPPORT AND BROKERAGE

The Director of Children's and Adult Services submitted a report which outlined proposals for the commissioning of the provision of direct payment support and brokerage services for adults in receipt of social care and children with special educational needs and those in receipt of personal health budgets.

The report outlined the current arrangements in place for the provision and commissioning of a range of support for service users who chose to take direct payments and outlined proposals for the future commissioning intentions concerning direct payment support and brokerage in order to comply with new Government guidance.

The report provided details of various options on how to proceed and recommended the Executive Member to approve the proposal to tender for a combined Direct Payment Support and Brokerage framework agreement and contracts and to extend the existing contract from 1st April, 2015 to 30th September, 2015 to enable the tender process to be completed.

Following a recommendation from the Executive Member for Education and Schools, the Executive Cabinet Member APPROVED –

- (i) The proposals to tender for a combined Direct Payment Support and Brokerage Framework agreement and contracts, on the basis detailed in the report now submitted; and**
- (ii) The extension of the current contract with Cheshire Centre for Independent Living Contract form 1st April, 2015 to 30th September, 2015 to allow time for the tender to be completed.**

48. GOVERNOR SERVICES – REQUEST TO CHANGE STAFFING ESTABLISHMENT

The Director of Children's and Adult Services submitted a report which sought approval to make changes to the staffing establishment of the Governor Services Team in order to support and maintain a traded service.

The report advised the Executive Member that the Governor Services Team currently provided comprehensive support for school and academy governance in Bolton through clerking, training and development. These services helped to support governing bodies and school leaders in their statutory duties in terms of governance and delivering effective school improvement.

In this regard, the report outlined proposals to change the existing structure in order to meet increased demand for the services, as follows:

- The establishment of a permanent Governance Support Officer;
- The temporary change of establishment to allow a 12 month fixed term post; and
- The permanent change of responsibility of current post of Governance Support Officer to Senior Governance Support Officer through re-evaluation of a post in the existing establishment.

Full details of the revised grades and associated job descriptions and person specifications were provided in the report.

The report would also be considered by the Executive Cabinet Member for Resources and Regeneration at his meeting to be held on 19th January, 2015.

Following a recommendation from the Executive Member for Education and Schools, the Executive Cabinet Member APPROVED, subject to the approval for the Executive Cabinet Member for Regeneration and Resources:

The changes to the staffing establishment of the Governor Services Team, as detailed in the report now submitted.