

**ADULT SOCIAL CARE, CHILDREN'S SERVICES AND EDUCATION COMMITTEE MEETING  
MINUTES - 14 FEBRUARY 2019**

**Present:** Councillor David Absolom (Chair);  
Councillors Grashoff, Hoskin, Jones, Khan, McEwan, McKenna,  
R Singh, Terry and White

**Apologies:** Councillors Pearce, Robinson and Vickers

**26. MINUTES**

The Minutes of the meeting held on 11 December 2018 were confirmed as a correct record and signed by the Chair.

**27. MINUTES OF OTHER BODIES**

The Minutes of the following meeting were submitted:

- Health and Wellbeing Board - 12 October 2018

**28. THE EXPERIENCE OF PEOPLE WHO HAD BEEN ADMITTED TO PSYCHIATRIC WARDS AT PROSPECT PARK HOSPITAL**

Further to Minute 41 of the meeting held on 31 January 2018, Julian Emms, Chief Executive, Berkshire Healthcare NHS Foundation Trust, David Townsend, Chief Operating Office, Berkshire Healthcare NHS Foundation Trust, attended the meeting and submitted a letter to the Chair of the Committee setting out an update to the Trust's response to the recommendations made in the Healthwatch Report on The Experience of People who had been admitted to Psychiatric Wards at Prospect Park Hospital. A copy of the Healthwatch Report had been included in the papers for the meeting.

**Resolved -**

- (1) That Julian Emms and David Townsend be thanked for attending the meeting;
- (2) That the update regarding the recommendations made in the HealthWatch report be noted.

**29. DELIVERY OF THE EARLY INTERVENTION STRATEGY - PROGRESS REPORT**

Further to Minute 43 of the meeting held on 31 January 2018, the Director of Children's Services, Brighter Futures for Children, submitted a report providing the Committee with a progress report on the Delivery of the Early Intervention Strategy.

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The report explained that in September 2018 a partnership event had been held and over 50 partner representatives had attended. The partners had agreed that a new model for delivery was required and a new approach would support a whole system of change to 'early intervention' and would provide the necessary governance to deliver the key outcomes. At the heart of the model was a strategic commitment to build community resilience and capacity of the voluntary and community sector. A number of cross-partner working groups had been established to bring coordination and shared accountability for delivery and a series of delivery groups had held initial meetings between October 2018 and January 2019; a summary of activity was set out in a table in the report.

The report stated that collective agreement had been reached that new governance arrangements to monitor delivery and impact of the Strategy would be required. An inaugural meeting of the Strategic Partnership Board had been arranged for 5 February 2019 and the Board would be chaired by an independent community representative. The Board would ask that strategic partners formally agreed a set of principles which would underline the way they would commit to the new partnership. The Board would adopt the Scanning, Analysis, Response and Evaluation (SARA Problem Solving Model) as the Partnership approach to project management and would report, via the Strategic Partnership Leads, into existing governance arrangements including Adult Social Care, Children's Services and Education Committee, the Children's Services Improvement Board and the Health and Wellbeing Board.

**Resolved - That the report be noted.**

**30. CHILD EXPLOITATION AND CHILDREN WHO GO MISSING**

The Director of Children's Services, Brighter Futures for Children, submitted a report providing the Committee with a progress report on Child Exploitation and Children who go missing. A copy of the Child Exploitation and Missing Children Action Plan 2019-2020 was appended to the report.

The report explained that in summer 2018 the Local Safeguarding Children Board (LSCB) Child Sexual Exploitation (CSE) and Missing Strategic Sub-Group had agreed to expand its scrutiny and oversight to Child Exploitation, incorporating Child Criminal Exploitation (CCE), this was in response to emerging need both locally and nationally. The Pan Berkshire CSE Leads meeting also expanded its remit to become the Pan Berkshire Exploitation Leads Sub-Group and in June 2018 had ratified four strategic priority areas: prevention, protection, pursue and disrupt and recovery. The Exploitation and Missing Risk Assessment Conference (EMRAC) had been launched in September 2018 and would take place monthly and the Missing Evaluation and Review Group was a weekly Sub-Group of EMRAC and was a multi-agency panel. There was also a Disruption meeting led by Thames Valley Police that considered all exploitation and related intelligence and coordinated all disruption activity. Thames Valley Police and Early Help officers were leading the initiative on Adverse Childhood Experiences and moving the authority towards being a Trauma Informed authority.

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Two new Berkshire LSCB Child Exploitation tools had been developed and implemented: Simple Screening Tool and Child Exploitation Risk Indicator and Analysis Tool and in August 2018 a Child Exploitation Manager post had been created. In November 2018 there had been a re-launch of the CSE champions group to become Exploitation Champions with the aim of sharing good practice, resources and innovation and support the cascading of messages and information.

Performance data and narrative were reported on a monthly basis to the Children's Services Improvement Board and quarterly to LSCB and the Missing Coordinator produced a quarterly Missing Profile which included all data that related to missing episodes, missing children and return interviews. The report included a table that detailed the 'children and young people that go missing from home or care' for October to December 2018 and a table setting out the training and awareness events that had been held in 2018-2019.

**Resolved - That the report be noted.**

**31. INDEPENDENT REVIEWING OFFICERS ANNUAL REPORT 1 APRIL 2017 TO 31 MARCH 2018**

The Director of Children's Services, Brighter Futures for Children, submitted a briefing note on the Independent Reviewing Officers (IROs) Annual Report from 1 April 2017 to 31 March 2018. A copy of the report was attached to the report at Appendix 1.

The report stated that there had been an increase in the number of children in care over the previous year and a total of 740 reviews had been carried out. Work was being carried out to address the increase, including a review of the cohort of children in care, a review of the systems and processes prior to children becoming looked after and a focus on permanency.

There was a recognised need for more local placements for children and a detailed analysis of Looked After Children placements over 20 miles had been carried out and had been presented to Children's Services Improvement Board (CSIB). An action plan would be submitted to the CSIB at the next meeting at the end of January 2019.

Following the last full inspection for Looked After Children in June 2016 Midway Reviews were now a mandatory undertaking by IROs for children who were in care. This provided additional scrutiny and oversight aimed at reducing delay and in addition children had contact with their IRO in between reviews. Data was also available which highlighted children who did not have up to date care plans, this was monitored on a weekly basis with lifestory work and three new personal advisors had been recruited.

There had been an increase in informal and formal dispute resolutions, known as Robust Challenge, over the year; there had been 55 formal Robust Challenges and 153 informal Challenges. Following the inspection in June 2016 the responses to Challenges had been more closely tracked with senior leaders and had led to the identification of emerging themes and plans for intervention with the aim of ongoing service improvements.

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In conclusion, the report stated that statutory targets would be measured more tightly to ensure all reports were circulated within five days of the review which shared the decision of the meeting; there was a need for there to be a review of the administrative functions for children in care reviews so that invitations and consultations were disseminated to all; and there would be work to revise consultation papers for parents and carers and ensure that feedback was obtained to inform the review from key partners and the timeliness of the progress of children's plans would continue to be monitored through monthly permanency tracking meetings.

**Resolved - That the report be noted.**

**32. NOW IS THE TIME: READING BOROUGH COUNCIL'S STRATEGY FOR THE FUTURE EDUCATIONAL SUCCESS OF OUR STUDENTS**

Councillor Pearce, Lead Councillor for Education, submitted a report presenting the Committee with the Council's Strategy for the Future Education of its Students. Now is the Time: Reading Borough Council's strategy for the future educational success of our students was appended to the report.

The report explained that the Strategy would be a working document that continually evolved and adapted to reflect the nature of the Borough's schools and what needed to improve. The Strategy was split into seven main strands that reflected the focus over the coming years. It was recognised that there was some excellent provision and also areas for improvement and that as budgets continued to be squeezed focus would be on intervention and support where need was greatest. The proportion of pupils with additional needs was increasing and the Strategy had identified the need to increase provision. This would include the expansion of provision at The Avenue School and Blessed Hugh Farringdon Catholic School, bidding for a new special educational needs and disability (SEND) free school, two new Autistic Spectrum Condition units in Primary Schools and the relocation of Phoenix College.

The report also stated that it had been recognised that exclusions were too high, especially amongst children with special educational needs (SEN) and disadvantaged students. A therapeutic and trauma informed approach to managing behaviour had been discussed and welcomed by Headteachers and would help schools with approaches to keep the most vulnerable students in school. The Strategy set out a clear direction that the education team would take, how more would be achieved for children and how the Council, Brighter Futures for Children, the Regional Schools Commissioner, schools and teachers would work together to raise standards in the Borough.

**Resolved - That the report be noted.**

**33. FAIR WORKLOAD COMMITMENT FOR SCHOOLS**

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Councillor Pearce, Lead Councillor for Education, submitted a report presenting the Committee with the Fair Workload Commitment for Schools.

It was reported at the meeting that due to an error the wrong version of the Fair Workload Commitment for Schools had been appended to the report so the item was deferred to the next meeting of the Committee to allow the correct version to be circulated.

**34. SCHOOL ADMISSION ARRANGEMENTS 2020/21**

The Director of Children's Services, Brighter Futures for Children, submitted a report that invited the Committee to determine:

- The admissions arrangements for Community Primary Schools in Reading for the school year 2020/21;
- The co-ordinated scheme for primary and junior schools for the 2020/21 school year;
- The co-ordinated scheme for secondary schools for the 2020/21 school year;
- The Relevant Area;
- Maps of the catchment areas.

Copies of the schemes, policies, relevant area and maps were appended to the report.

The report explained that the Council had last consulted on its School Admission Policy in 2015 and due to minor amendments to the Policy and the requirement that Admission Authorities, in order to comply with the School Admission Code, had to consult at least every seven years, it was decided that the authority should consult on its 2020/2021 Policy. The authority consulted, as set out in the Relevant Area 2019, during October to December 2018 using an online consultation. In total there had been 94 responses to the consultation. The School Admission Forum at its meeting on 16 January 2019 had considered all the responses and the policies presented for approval reflected the Forum's discussions and decisions. The report detailed the changes to the Primary and Secondary coordinated schemes and the changes to the Admission Policy for Community Primary, Infant and Junior Schools 2020-2021.

**Resolved -**

- (1) That the scheme attached at Annexes A, B and C as the admissions arrangements for 2020/21 for community schools in Reading and the local arrangements for complying with the national co-ordinated primary school admission procedures for the allocation of primary school places for residents of Reading Borough be agreed;**
- (2) That the scheme attached at Annex D as the local arrangements for complying with the national coordinated secondary admissions procedure for the allocation of secondary school places for 2020/21 for residents of Reading Borough be agreed;**

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- (3) That the relevant area as attached in Annex E which sets out the organisations that must be consulted on any admissions arrangements for schools in Reading be agreed.

**35. ADULT CARE AND HEALTH SERVICES - DIRECTION OF TRAVEL "SUPPORTING OUR FUTURE"**

The Director of Adult Social Care and Health Services submitted a report that set out the strategic direction of travel supporting Adults, including children's transitions, entitled "Supporting Our Future". The report provided the Committee with an overview of the context and rationale for the development of Supporting Our Future for Adults and sought approval for the approach set out under the prevention agenda. A copy of the Supporting Our Future Consultation Plan was attached to the report at Appendix 1 and a copy of the Supporting Our Future Draft Strategy was attached to the report at Appendix 2.

The report explained that the draft strategy "Supporting Our Future" underpinned the Council's vision approach and the priorities in the delivery with partners in early intervention and prevention across the Borough. It reflected changes from the Care Act 2014 and the current context of increasing demand and reducing finances and emphasised to all involved the importance in supporting people to remain at home and independent. The Strategy set out the joint opportunities to work across the Health and Social Care system economy, in better supporting people to receive seamless service at home.

The consultation plan was attached to the report at Appendix 1. The consultation opened in January 2019 and would close on 31 March 2019. The results of the consultation would be reported to Policy Committee on 8 April 2019.

Contained within the draft Strategy was the workforce best practice five P's framework. The framework five P's were: Best People, Best Place, Best Pound, Best Partner and Best Performance. This framework enabled the workforce to remain focused on prevention and independence at every stage in a person's journey.

**Resolved -**

- (1) That the national and local context in which the Council was undertaking its statutory duties in the provision of adult social care, and in meeting the needs of children who transition to adult services be noted;
- (2) That the Supporting Our Future Consultation Plan (Appendix 1), which would influence the finalised strategy to be published April 2019 be noted;
- (3) That the workforce best practice Five P's - which enabled our workforce to remain focused on prevention and independence at every stage in person's journey, as set out in the draft Strategy, be noted.

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**36. SAFEGUARDING ADULTS BOARD (SAB) ANNUAL REPORT 2017-18**

The Director of Adult Care and Health Services submitted for information a copy of the West of Berkshire Safeguarding Adults Board (SAB) Annual Report 2017-18. The following appendices were attached to the report:

Appendix A	Membership of the Board
Appendix B	Achievements by Partner Agencies
Appendix C	Completed Business Plan 2017-18
Appendix D	Business Plan 2018-21 as at 18 December 2018
Appendix E	Safeguarding Performance Annual Reports for: <ul style="list-style-type: none"><li>• Berkshire Healthcare Foundation Trust</li><li>• Reading Borough Council</li><li>• Royal Berkshire Foundation Trust</li><li>• West Berkshire Council</li><li>• Wokingham Borough Council</li></ul>

The report explained that the SAB had to lead adult safeguarding arrangements across its locality and oversee and coordinate the effectiveness of the safeguarding work of its member and partner agencies. The overarching purpose of a SAB was to help and safeguard adults with care and support needs and it did this by assuring that local safeguarding arrangements were in place as defined by the Care Act 2014 and statutory guidance. The Annual Report 2017-18 presented what the SAB had aimed to achieve on behalf of the residents of Reading, West Berkshire and Wokingham during 2017-18. This was both as a partnership and through the work of its participating partners. It provided a picture of who was safeguarded across the area and why and it outlined the role and values of the SAB, its ongoing work and future priorities.

The Annual report noted that:

- There had been a 22% reduction in the number of safeguarding concerns from the previous year;
- As in previous years, 62% of concerns reported had related to older people over 65 years of age;
- More women were the subject of a safeguarding enquiry than men;
- 81% of referrals were for individuals whose ethnicity was White;
- As in previous years the most common type of abuse for concluded enquiries were for neglect and acts of omission;
- For the majority of cases, the primary support reason was physical support;
- As in previous years the most common locations where the alleged abuse had taken place were a person's own home and a care home.

In response to the SAB report the Council had:

- Ensured consistency raising awareness of Domestic Abuse in Reading;
- Promoted tools and training for staff;

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- Delivered Safeguarding Adults “Train the Trainer” programme;
- Council staff had attended a Berkshire joint Children’s and Adults Safeguarding Conference;
- The importance of involving advocates and independent Mental Capacity Advocate’s to ensure person centred responses had been promoted within Safeguarding;
- A workshop was delivered at the Joint Conference to raise awareness of the issues and improve practice for working with those who self-neglected;
- Information on self-neglect had been added to the Board’s website;
- Safeguarding training had included the importance of recording a person’s ethnicity to ensure the most appropriate response.

In response to the SAB report the Council had, as part of its improvement plan, delivered the following:

- A “Time to Change” champion group had been established to promote the understanding of mental health and prevent discrimination;
- The Council’s website was to be re-launched and would include a user friendly referral form to enable an improved way to raise a referral;
- The council would take part in a self-neglect project that had been commissioned with the SAB;
- A core set of questions had been agreed at the SAB to collect feedback to ascertain the extent to which service users felt that they had been involved, supported, consulted and empowered during the safeguarding process;
- Endorsed safeguarding training that had been provided by the Council to Train the Trainer sessions for providers and voluntary agencies was to continue in 2019/20.

**Resolved - That the report be noted.**

(The meeting closed at 8.09 pm)