

Agenda

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Children's and Adults' Care and Education Committee

Date: Wednesday 13 February 2019

Time: 7:30 pm

Place: Council Chamber, Guildhall, Kingston KT1 1EU

Members of the Committee

Councillor Margaret Thompson (Chair)
Councillor Diane White (Vice Chair)

Councillor Stephanie Archer, Councillor Mark Durrant, Councillor Sam Foulder-Hughes,
Councillor Ed Fram, Councillor Maria Netley, Councillor Munir Ravalia,
Councillor Anita Schaper, Councillor Chris Stuart, and Councillor Annette Wookey,

Advisory members: Jane Marwood (representing Southwark CE Diocese) and
GP Advisory members, Dr Naz Jivani and Dr Pete Smith.

Everyone is welcome to attend the meeting

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Agenda

1. Public Question Time

A period of up to 30 minutes for public questions on matters relevant to the Committee's remit which are not related to items featuring on the agenda. Advance notice of question is preferred but not essential.

2. Apologies for Absence and Attendance of Substitute Members

3. Declarations of interest

Members are invited to declare any pecuniary interests and any non-pecuniary interests (personal interests) relevant to items on the agenda.

4. Petitions

5. Minutes

To confirm as a correct record the Minutes of the meeting held on 22 November 2018.

6. Home to School Travel Policy for Children with Special Educational Needs and Disabilities Appendix A

To consider two travel options within the existing Home to School Travel Policy for children with special educational needs and disabilities (SEND) ie collection points on selected school routes; and targeted independent travel training. To agree a minor amendment to the existing policy in relation to an enhanced Parent Pay offer to those parents and carers who organise their child's own transport to and from school.

7. Kingston Adult Education Appendix B

1 - To transform the existing Council-operated Kingston Adult Education service in the short to medium-term, in order to ensure key outcomes are met and to make the service operationally more efficient and flexible.

2 - To scope and understand the potential for provider(s) to deliver adult education for Kingston in the medium-term, with Committee approval to undertake a scoping exercise of potential providers and opportunities.

8. Fostering Allowances Appendix C

To align fostering fees across Richmond, Kingston and Windsor and Maidenhead as part of the successful registration of the Independent Fostering Agency.

9. **Older People's Accommodation: transforming bed-based care for Older People and those with dementia and complex needs** **Appendix D**

To report progress on the development of a specialist dementia nursing home for older people to be built, subject to planning approval, by the Council in Brown's Road, Surbiton, KT5 8SP and authorise further work to develop the options for a Council Owned trading company to operate the home.

10. **Kingston & Richmond LSCB Annual Report 2017-18** **Appendix E**

To receive the Local Safeguarding Children's Board (LSCB) 2017/18 Annual Report to be presented at the Committee meeting by the LSCB Chair, Chris Robson.

11. **Admission Arrangements 2020/21 for all community schools and co-ordinated admissions schemes** **Appendix F**

To fulfil the statutory duty for the local authority to approve school admission arrangements

12. **Urgent Items authorised by the Chair**

13. **Exclusion of the Press and Public**

The following resolution is included as a standard item which will only be relevant if any exempt matter is to be considered at the meeting for which the Committee wish to resolve to exclude the press and public:

To exclude the public from the meeting under Section 100(A)(4) of the Local Government Act 1972 on the grounds that it is likely that exempt information, as defined in paragraph x of Part I of Schedule 12A to the Act, would be disclosed and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

In the event of exclusion being agreed, members of the public and press are to withdraw to the Reception on the ground floor of the Guildhall to await re-admission to the Chamber.

Welcome to this meeting.

The following information explains the way some things are done at the meeting and some of the procedures.

Information about the Children's and Adults' Care and Education Committee

The Committee is made up of your local elected Councillors and is responsible for making decisions about local services, which can be tailored to the local area.

Accessibility

- All meetings have access for people who may have mobility difficulties. If there are stairs, a lift or stairlift is available. Disabled parking spaces are available on site.
- Toilet facilities will be easily accessible from the meeting room.
- For people who are deaf or have hearing impairments, there is an induction loop (depending on the building, this may only be available in the first 2 or 3 rows).
- **A large print copy of the agenda** can be requested in advance.

Emergency evacuation arrangements - If the fire alarm sounds, please leave the building by the nearest exit. If you require assistance please remain seated and an Officer will assist you from the building.

Webcasting of the meeting - This meeting will be webcast live on <https://kingston.public-i.tv/core/portal/home> and a recording will also be available to watch back a few hours afterwards. Recordings are accessible for a period of 12 months. Members of the public sitting in the public seating area will not generally be in direct camera shot but we cannot always guarantee this, so please note that, by attending the meeting, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

Filming - Residents and journalists/media wishing to film meetings are permitted to do so but are asked to give advance notice of this and respect any concerns expressed by people on being filmed.

Information for members of the public - Details on access to the meeting, asking questions, speaking on items, call in and other information are just after the list of items.

There is a **Question Time** of up to 30 minutes from 7.30pm – 8pm.

Running order - Items may be taken in a different order depending on the interests of the members of the public present at the meeting. Please fill out a green form, available at the start of the meeting, if you would like to request that a particular item is heard earlier.

Contact for further information - about Council Committees and meetings please contact: **Jean Cousens, Senior Democratic Services Officer, Tel: 0208 547 5023/email jean.cousens@kingston.gov.uk**

More meeting information

Public participation during the meeting - During the course of the meeting, the Chair, at his/her discretion, may allow contributions, on items listed on the agenda. To attract the Chair's attention please raise your hand.

Do you want to ask a question or are you here for a particular item? - There are some green slips on the chairs and there are more copies. These can be used to ask a question or to ask for an item to be taken earlier in the meeting. Please fill in the relevant part and hand this in to the Committee Secretary at the top table.

Question time - Questions may be submitted in writing before the meeting or handed in at the start of the meeting on the green forms provided. For enquiries please contact **Jean Cousens, Senior Democratic Services Officer, Tel: 0208 547 5023/email jean.cousens@kingston.gov.uk**

Where a full reply cannot be given at the meeting, a written reply will be sent to the questioner, members of the Committee and the local press. The Chair may disallow any question which, in his/her opinion, is scurrilous, capricious, irrelevant or otherwise objectionable.

Speaking at meetings - Speaking at a meeting can be a daunting prospect and every effort is made to make this as easy as possible. Speech friendly arrangements will take account of people who may have a speech impairment, e.g. they may have a stammer. If you have any individual requirements or feel that standing or addressing the meeting may present a difficulty, please let us know beforehand. Arrangements will be made to help you as far as reasonably possible.

Phrases used at meetings - Like all organisations, the Council has its own 'jargon'. On the agenda and during debates you will see/hear the following phrases:

- **Interests** - Councillors must say if they have an interest in any of the items on the agenda. Interests may be personal or pecuniary. Depending on the interests declared, it might be necessary for the Councillor to leave the meeting. The detail on interests is in Part 5A of the Constitution - Members' Code of Conduct.
- **Call In** - Most of the decisions made at the Committee, except on decisions on planning applications/ planning enforcement/tree preservation orders and any licensing applications, can be called in for review by a minimum of 100 people who live, work or study in the Borough or 9 Councillors. A Decision Notice will be published on the Council's website soon after the meeting with details of the decisions and the call in period expires 10 working days after the meeting. Decisions are not, therefore, acted upon until it is clear that they are not going to be called in.

The call in means the decision will be reviewed by a meeting of the Council's Scrutiny Panel. The Panel at this meeting cannot change the original decision. It may decide that no further action is necessary, in which case the decision will be implemented or will refer the issue back to the decision making Committee (or, exceptionally, to a meeting of the Full Council) with its views and a request that the decision is reconsidered taking account of these views.

Minutes - The minutes briefly summarise the item and record the decision. They do not record who said what during the debate.