

## **Children and Young People's Committee**

**Monday, 20 June 2016 at 10:30**

**County Hall, County Hall, West Bridgford, Nottingham, NG2 7QP**

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### **AGENDA**

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|----|--|---------|
| 1  | Minutes of the last meeting held on 23 May 2016  | 3 - 6   |
| 2  | Apologies for Absence  |         |
| 3  | Declarations of Interests by Members and Officers:- (see note below)<br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |         |
| 4  | Looked After Children and Care Leavers Strategy 2015-18 - annual progress report   | 7 - 12  |
| 5  | Children and Young People's Mental Health and Wellbeing Transformation Plan  | 13 - 18 |
| 6  | Update on the review of the Schools Swimming Service offer   | 19 - 22 |
| 7  | Integration of Educational Psychology Service and Schools and Families Specialist Services into the Support to Schools Service                                     | 23 - 36 |
| 8  | Information and Systems Team restructure   | 37 - 42 |
| 9  | Local Authority governor appointments to school governing bodies during the period 1 January to 31 May 2016  | 43 - 46 |
| 10 | Work programme   | 47 - 52 |

## **Notes**

- (1) Councillors are advised to contact their Research Officer for details of any Group Meetings which are planned for this meeting.
- (2) Members of the public wishing to inspect "Background Papers" referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

- (3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Procedure Rules. Those declaring must indicate the nature of their interest and the reasons for the declaration.

Councillors or Officers requiring clarification on whether to make a declaration of interest are invited to contact Alison Fawley (Tel. 0115 993 2534) or a colleague in Democratic Services prior to the meeting.

- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting CHILDREN & YOUNG PEOPLE'S COMMITTEE

Date 23 May 2016 (commencing at 10.30am)

**Membership**

Persons absent are marked with an 'A'

**COUNCILLORS**

Kate Foale (Vice-Chairman)(in the Chair)

Liz Plant (Vice-Chairman)

John Allin  
Maureen Dobson  
Boyd Elliott  
Glynn Gilfoyle  
Alice Grice

Keith Longdon  
Philip Owen  
Sue Saddington  
Andy Sissons

A Ex-officio (non-voting)  
Alan Rhodes

**CO-OPTED MEMBERS (NON-VOTING)**

A Vacancy  
Mr David Richards JP

**ALSO IN ATTENDANCE**

Councillor John Wilmott

**OFFICERS IN ATTENDANCE**

Diana Bentley	Children, Families and Cultural Services
Marion Clay	Children, Families and Cultural Services
Steve Edwards	Children, Families and Cultural Services
Derek Higton	Children, Families and Cultural Services
Laurence Jones	Children, Families and Cultural Services
Irene Kakoullis	Children, Families and Cultural Services
Pip Milbourne	Children, Families and Cultural Services
Colin Pettigrew	Children, Families and Cultural Services
Geoff Russell	Resources
Paul Davies	Resources

**CHAIRMAN AND VICE-CHAIRMAN**

The appointment by the County Council on 12 May 2016 of Councillor John Peck as Chairman of the Committee, and Councillors Kate Foale and Liz Plant as Vice-Chairmen was noted.

## **MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 25 April 2016, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

## **MEMBERSHIP**

It was reported that following the decision of the County Council on 12 May 2016, Councillor Maureen Dobson had been appointed to the committee, and Councillor John Wilmott was no longer a member of the committee.

It was also reported that Councillor Glynn Gilfoyle had been appointed in place of Councillor John Peck, for this meeting only.

## **APOLOGY FOR ABSENCE**

An apology for absence was received from Mr D Richards JP.

## **DECLARATIONS OF INTEREST**

None

## **PRINCIPAL CHILD AND FAMILY SOCIAL WORKER – ANNUAL REPORT 2015**

The Chair introduced the report and lead officers responded to questions and comments from Members.

### **RESOLVED 2016/026**

That the progress which has been made by the Principal Child and Family Social Worker be noted.

## **COURT TEAM SOCIAL WORK SUPPORT OFFICERS**

The Chair introduced the report and lead officers responded to questions and comments from Members.

### **RESOLVED 2016/027**

That the Social Work Support Officer pilot is extended for 12 months to include 2 fte Social Work Support Officer posts (Grade 4) within the Court Team.

## **PROPOSED STAFFING CHANGES IN CHILDREN'S RESIDENTIAL SERVICES**

The Chair introduced the report and lead officers responded to questions and comments from Members.

### **RESOLVED 2016/028**

That posts in Children's Residential Services be established and disestablished as detailed in paragraphs 6 and 7 of the report.

## **PERFORMANCE REPORTING, QUARTER 4 2015/16 – SERVICES FOR CHILDREN AND YOUNG PEOPLE**

The Chair introduced the report and lead officers responded to questions and comments from Members. During discussion, members asked for a summary of the discussion at meetings with the National and Regional Schools Commissioners, and for a report on the reasons for unsatisfactory performance in Key Stage 4 and Key Stage 5.

### **RESOLVED 2016/029**

- 1) That the performance of the Council's services for children and young people during the period 1 January to 31 March 2016 be noted.
- 2) That a summary of the discussion at meetings with the National and Regional Schools Commissioners be circulated to members of the committee.
- 3) That a report be presented to a future meeting on the reasons for unsatisfactory performance in Key Stage 4 and Key Stage 5.

## **STRATEGY FOR CLOSING THE EDUCATIONAL GAPS IN NOTTINGHAMSHIRE**

The Chair introduced the report and lead officers responded to questions and comments from Members.

### **RESOLVED 2016/030**

That the impact of Nottinghamshire's Closing the Educational Gaps Strategy be noted.

## **SPECIAL EDUCATIONAL NEEDS AND DISABILITY REFORM GRANT 2016/17**

The Chair introduced the report and lead officers responded to questions and comments from Members.

### **RESOLVED 2016/031**

That the proposed monitoring and governance arrangements for the 2016/17 Special Educational Needs and Disability Reforms "New Burdens" Grant be approved.

## **EXCEPTIONAL PAYMENTS FOR SCHOOL CLOTHING AND FOOTWEAR 2016/17**

The Chair introduced the report and lead officers responded to questions and comments from Members.

### **RESOLVED 2016/032**

That approval be given to continue to apply, as a guide only, a scale of payments for allowances granted under the exceptional circumstances category up to a maximum of £50 per qualifying pupil: 25% of the full allowance for infant school children, 50% of the full allowance for junior school and year 5 children and 75% of the full

allowance for other secondary school children. Individual circumstances will be taken into consideration when determining the amount.

### **TROUBLED FAMILIES PROGRAMME IN NOTTINGHAMSHIRE – UPDATE**

The Chair introduced the report and lead officers responded to questions and comments from Members.

#### **RESOLVED 2016/033**

That the update on delivery of phase two of the Troubled Families Programme in Nottinghamshire be noted.

### **DELIVERING 30 HOURS OF FREE CHILDCARE**

The Chair introduced the report and lead officers responded to questions and Comments from Members.

#### **RESOLVED 2016/034**

- 1) That the national and local plans to provide an extended offer of childcare for three and four year olds be noted.
- 2) That 1 fte temporary Early Years Technical Specialist post (Grade 5) be established to support local implementation and evaluation of the new extended free childcare offer.
- 3) That the hours of the existing Strategic Parenting and Child Poverty Manager (Grade D) be extended from 0.8 fte to 1 fte until 31 March 2017, to lead on parental engagement activity for the extended childcare offer.

### **WORK PROGRAMME**

#### **RESOLVED 2016/035**

That the Committee's work programme be noted.

The meeting closed at 11.50 am.

CHAIRMAN

**20 June 2016****Agenda Item: 04****REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****LOOKED AFTER CHILDREN AND CARE LEAVERS STRATEGY – ANNUAL  
PROGRESS REPORT****Purpose of the Report**

1. To update the Committee on the progress of the Looked After Children and Care Leavers Strategy 2015-18 and to share the updated priorities for 2016-17.

**Information and Advice**

2. The Looked After Children and Care Leavers Strategy 2015-18 sets out the Council's ambition as corporate parents to *ensure our looked after children and care leavers have all the opportunities that good parents afford their children*.
3. This strategy builds on the commitment to multi-agency working which is evidenced by the successes of the 2012-2015 Looked After Children Strategy. The Strategy was refreshed in 2015 and now includes care leavers, as it is recognised that the Council's corporate parenting responsibility does not end when a young person leaves care.
4. This strategy was developed by the multi-agency Looked After Children and Care Leavers Strategy Group, which includes members from children's social care, education and health. Looked after children and young people in Nottinghamshire were also consulted on a number of occasions as part of the development of the strategy.
5. The 2015-18 strategy aims to drive improvement in six outcomes for looked after children and care leavers in Nottinghamshire:
  - looked after children and care leavers are happy and healthy
  - looked after children and care leavers are safe
  - looked after children and care leavers achieve their potential
  - looked after children and care leavers are prepared for adulthood
  - looked after children and care leavers are listened to
  - looked after children and care leavers build positive relationships
6. Progress is expected across all outcomes over the course of the three years. In order to ensure that the associated planned activity is realistic, deliverable and focused, the Strategy Group developed an Annual Action Plan, which is reviewed each year by looked after children, care leavers and professionals.
7. Each year, the Annual Action Plan focusses on a number of key outcome statements; this provides a vehicle for the multi-agency LAC and Care Leavers Strategy Group to drive

improvement in the selected focus areas. The Annual Action Plan has been reviewed for 2016-17 and will focus on the following outcomes:

Children and young people:

- have good emotional wellbeing
- have support with their mental health needs when they need it
- have their health needs assessed when they enter care
- have a safe place to live
- are safe from sexual exploitation
- do not go missing from care
- are safe from bullying
- make good progress each year in school
- leave school with good GCSE results
- remain in education or training, or move into employment after leaving school
- have the best start in life
- are supported to develop meaningful plans to help them prepare for the future
- have the practical skills needed to live alone
- can access support to prepare for parenting at the right time
- are involved in making plans and giving feedback about their care
- are involved in making plans about their future
- have a chance to talk to their social workers alone
- are supported to maintain meaningful contact with their birth families (where appropriate)
- have an understanding of safe and positive relationships
- have as few changes of social worker as possible.

## Key Successes

8. Key successes of the Strategy to date include:

- care leavers are given their health histories (or 'health passport') when they leave care
- a new countywide health consent form has been agreed by all stakeholders and implemented
- Child and Adolescent Mental Health Services (CAMHS) referrals are risk assessed and any urgent self-harm referrals are seen as per the self-harm protocol; the service offers a follow-up community appointment within seven days
- monthly CAMHS consultations continue with colleagues and young people in the three Local Authority mainstream residential homes
- Barnardo's Child Sexual Exploitation (CSE) workers have increased from one to three and Barnardo's have extended their specialist service to include care leavers
- the completion of missing return interviews is sound, and the timeliness of completing return interviews is improving
- hotspot meetings are proving effective in addressing the most prolific missing children
- a dedicated full-time Social Work Practice Consultant has commenced work focussing on the improvement of the quality of pathway planning across LAC and Leaving Care, with a specific emphasis on cases transitioning to the leaving care team
- in 83% of LAC cases audited, the involvement of children and young people in making plans about their future was graded as good or outstanding
- the quality and timeliness of pathway planning is improving. An internal team audit completed at the end of March 2016 identified that 86% of plans were completed within timescales. A themed Pathway Plan audit was undertaken by the Quality and



Improvement team and Independent Reviewing Officers between October and December 2015 with 83% of those cases audited in Leaving Care graded at good or outstanding.

- placement support to young people fostered by Local Authority foster carers has been strengthened by confirming the permanent roles of fostering family workers; these workers are involved in identity work and direct work with young people, as well as supporting foster carers in maintaining placements at times of challenge
- the use of 'Getting Ready for Adult Life' workbooks has been embedded with young people in preparation for leaving care
- a work experience scheme has been developed for Nottinghamshire's care leavers in partnership with NCC Skills for Employment
- there is increased life story work evidenced on files and this is supported by an increase in scrutiny by Independent Reviewing Officers.

## **Areas for Continued Improvement**

9. There continues to be a challenge in the provision of accessible emotional wellbeing and mental health services for care leavers between the ages of 18 and 21 years. If there is a formal mental health diagnosis then access to adult services is well planned and timely; however, a proportion of Nottinghamshire's care leavers have poor mental health (sometimes resulting in self harm) but no diagnosis. Progress has been made and the CAMHS LAC team now offers consultation to the Leaving Care Service. Negotiations are currently taking place with Adult Services and Health commissioners to identify Nottinghamshire care leavers as a priority group for assessment and services have also identified work with care leavers as a priority.
10. Additional areas that require continued focus and improvement include:
  - additional focus on social workers undertaking Missing Return Interviews to specifically ask about unprotected sexual activity, in order to address sexual health needs of young people at risk of Child Sexual Exploitation
  - increasing the care leaver representation at the Children in Care Council
  - improving the number, quality and timeliness of Personal Education Plans
  - ensuring that 16-18 years olds who are not on roll at sixth forms in school have access to education, employment or training.

## **Other Options Considered**

11. This report is for noting only.

## **Reason/s for Recommendation/s**

12. This report is for noting only.

## **Statutory and Policy Implications**

13. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Safeguarding of Children and Vulnerable Adults Implications**

14. The Strategy and Annual Action Plan seek to strengthen support and practice which will ensure looked after children and care leavers continue to be safeguarded.

## **Implications for Service Users**

15. Looked after children and care leavers will benefit from improved services and multi-agency working aimed at improving outcomes.

## **RECOMMENDATION/S**

That:

- 1) the update on the progress of the action plan for the Looked After Children and Care Leavers Strategy 2015-18 be noted
- 2) the priorities of the Annual Action Plan for 2016-17 be noted.

**Steve Edwards**  
**Service Director, Children's Social Care**

**For any enquiries about this report please contact:**

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## **Constitutional Comments**

16. As this report is for noting only, no Constitutional Comments are required

## **Financial Comments (SS 31/05/16)**

17. There are no financial implications arising directly from this report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Looked After Children and Care Leavers Strategy 2015-18 – report to Policy Committee on 17 June 2015

Looked After Children and Care Leavers Strategy 2015-18 – report to Corporate Parenting Sub-Committee on 13 June 2016

**Electoral Division(s) and Member(s) Affected**

All.

C0837



**20 June 2016****Agenda Item: 05**

## **REPORT OF CONSULTANT IN PUBLIC HEALTH**

### **CHILDREN AND YOUNG PEOPLE'S MENTAL HEALTH AND WELLBEING TRANSFORMATION PLAN**

#### **Purpose of the Report**

1. The purpose of this report is to update Committee on the implementation of the Nottinghamshire Children and Young People's Mental Health and Wellbeing Transformation Plan.

#### **Information and Advice**

##### **Progress to date**

2. In November 2015, Children and Young People's Committee received an update on the development of a five year transformation plan for children and young people's mental health. The plan was developed as required by NHS England in order to deliver the recommendations from a national taskforce report into children and young people's mental health, *Future in Mind* (March 2015, Department of Health), and to deliver the findings of the Nottinghamshire child and adolescent mental health services (CAMHS) pathway review that was undertaken in 2013/14. To support delivery of the plan, an additional £1.5m of national monies was made available to the six Nottinghamshire clinical commissioning groups in order to fund a community eating disorder service for children and young people, and to build capacity and capability in the workforce, supporting children and young people's emotional and mental health and wellbeing.
3. The plan outlines a range of priority actions to be delivered under the following themes:
  - promoting resilience, prevention and early intervention: acting early to prevent harm, investing in early years and building resilience through to adulthood
  - improving access to effective support – a system without tiers: changing the way services are delivered to be built around the needs of children, young people and families
  - care for the most vulnerable: developing a flexible, integrated system without barriers
  - accountability and transparency: developing clear commissioning arrangements across partners with identified leads
  - developing the workforce: ensuring everyone who works with children, young people and their families is excellent in their practice and delivering evidence based care.

4. A summary of the plan is attached as **Appendix 1**. Implementation of the plan is overseen locally by the multi-agency Children and Young People's Mental Health Executive, which reports through the Children's Trust Board into the Health and Wellbeing Board, as per national requirements. Quarterly monitoring reports are also provided to NHS England who are responsible for assuring delivery against the plan.
5. Key achievements in delivering the plan to date include the following:
  - access to CAMHS is now through a single point of access, thus streamlining the referral process. An options appraisal is currently being undertaken to establish whether access would be further improved by closer working with the Early Help Unit
  - a primary mental health function has been established in order to provide consultation, advice and training to universal services, including schools and GPs. This is intended to ensure that children and young people receive the right support as early as possible, and to improve the interface between CAMHS and universal services. All posts within the team have been recruited to, and the team will become operational this summer once they are all in post
  - additional funding has been released to CAMHS in order to increase capacity within the service. A recruitment plan is in place and a number of posts have already been successfully recruited to. This, along with a series of additional clinics that have been put in place, has resulted in an improvement in waiting times from referral to assessment and referral to treatment. The monitoring of waiting times will continue to be an area of focus through 2016/17 to ensure improvements continue and are sustained
  - CAMHS Tier 2 (District Emotional Health and Wellbeing Teams) and Tier 3 (Specialist Community CAMHS) have been integrated and now form the ONE Community CAMHS Service. The team operates across the same three localities as the Local Authority's social care and family services, thus facilitating easier joint working and alignment of services
  - a pilot Crisis and Intensive Home Treatment Service for young people in mental health crisis was established in January 2016. The service is now fully staffed and has been offering crisis assessments in the community and in acute hospital settings, in-reach support to acute hospital and tier 4 (inpatient mental health) settings, and intensive home treatment to those young people deteriorating into crisis. Stakeholder feedback has been extremely positive in the first quarter. This particularly relates to the weekend provision the service offers, which includes shared care for young people supported by the Community Eating Disorder Service who require input around mealtimes, and young people supported by the looked after children team whose needs escalate over the weekend period
  - a specialist therapeutic service for children and young people who have experienced sexual abuse and/or exploitation has been commissioned, with the service due to be in place from July 2016.

6. Priorities within the plan for 2016/17 include focussing on the early intervention strand of *Future in Mind*:
- commissioning an online counselling service
  - implementation of programmes to develop academic resilience in schools
  - implementation of the young people's health website and schools health hub
  - development of a multi-agency workforce development offer in relation to emotional and mental health
  - implementation of the recommendations from the health needs assessment into looked after children and care leavers, which will incorporate recommendations into mental health provision
  - implementation of the performance framework for children and young people's mental health.

### **Future Developments**

7. It is likely that further national requirements will follow in relation to children and young people's mental health, as indicated in the national document, the *Five Year Forward View for Mental Health*. This will include the development of access and waiting time standards for CAMHS, with a particular focus on crisis provision. Going forwards, the children and young people's mental health transformation plan will become part of the sustainability and transformation plan (STP) for Nottinghamshire. This is intended to ensure that the ongoing improvement of services in support of children and young people's mental health is prioritised.

### **Other Options Considered**

8. This report is for noting only.

### **Reason/s for Recommendation/s**

9. This report is for noting only.

### **Statutory and Policy Implications**

10. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Implications for Service Users**

11. The transformation plan will improve outcomes for children and young people experiencing mental health difficulties.

## **RECOMMENDATION/S**

- 1) That the progress in implementing the Children and Young People's Mental Health Transformation Plan be noted.

**Dr Kate Allen**  
**Consultant in Public Health**

**For any enquiries about this report please contact:**

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### **Constitutional Comments**

12. As this report is for noting only, no Constitutional Comments are required.

### **Financial Comments (SS 31/05/16)**

13. There are no financial implications arising directly from this report.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Nottinghamshire Children and Young People's Mental Health Strategy 2015-2020

Children and Young People's Mental Health and Wellbeing Transformation Plan – report to Children and Young People's Committee on 16 November 2015

Future in Mind - Department of Health, March 2015.

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/414024/Childrens\\_Mental\\_Health.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/414024/Childrens_Mental_Health.pdf)

Five Year Forward View for Mental Health.

### **Electoral Division(s) and Member(s) Affected**

All.

C0839



## What we want to achieve:

- more young people to have good mental health, including those in vulnerable groups such as children looked after, children subject to child protection plans, children with disabilities and young offenders
- more children and young people with mental health problems to recover
- more children and young people to have a positive experience of care and support
- fewer children and young people to suffer avoidable harm
- fewer children and people to experience stigma and discrimination

## Our commitment to children, young people and families:

- We will support children and young people to be actively involved in the design, delivery and evaluation of children and young people's mental health services
- We will provide clear information about the range of services available, so that children, young people and families know who does what and how to access help
- We will commission and provide services in a joined up way, so that money is spent well, on evidence based interventions
- We will monitor the effectiveness of services as we strive for continuous improvement
- We will support and encourage the education, training and development of the local workforce
- We will value mental health equally with physical health

## Update April 2016

- Children and Young People's Mental Health Executive overseeing progress against the plan
- Nottinghamshire Healthcare NHS Foundation Trust is preparing to mobilise ONE CAMHS, including the Primary Mental Health Worker function. Pilot CAMHS Crisis team now fully mobilised. CAMHS Single Point of Access now live for all referrals
- Tender due to be awarded by end May for specialist support for children who have been sexually abused and/or exploited

## Our priorities for 2015-2017:

- Promoting Resilience, Prevention and Early Intervention
  - Provide better information for children and families about how to help themselves and when to seek support
  - Develop online or telephone support for young people who need emotional support
  - Increase the numbers of children and young people able to take part in programmes to build resilience in schools
- Improving Access to Effective Support
  - Have one community child and adolescent mental health service (CAMHS) rather than two separate services, with more practitioners working in it, so children do not have to wait so long to get the support they need
  - Introduce Primary Mental Health Workers to provide advice, consultation and guidance to schools and GPs about children's mental health issues
  - Set up a crisis team to respond quickly to young people who have a mental health crisis
  - Improve the access arrangements for CAMHS so that children in need of support get prompt access to the right service
- Care for the most vulnerable
  - Develop specialist support for children who have been sexually abused and/or exploited
  - Review services for children and young people with learning disabilities and neurodevelopmental disorders
- Accountability and transparency
  - Make sure that we get the most out of the money that is spent on children's mental health and wellbeing, and that services are making a difference to children and young people's lives
- Developing the workforce
  - Improve and make more training available to professionals working with children, young people and families where there are emotional or mental health difficulties.

Page 17 of 52 For more information please contact:

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**20 June 2016****Agenda Item: 06**

## **REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**

### **UPDATE ON THE REVIEW OF THE SCHOOLS SWIMMING SERVICE OFFER**

#### **Purpose of the Report**

1. The purpose of this report is to update the Committee on the review of the Council's offer of Schools Swimming, following approval at Committee on 14<sup>th</sup> December 2015. This report also seeks approval to further investigate options as to how Nottinghamshire schools can be supported to deliver swimming from September 2017. It is proposed that a further report with final recommendations be brought to the Committee for approval during Autumn 2016.

#### **Information and Advice**

2. The Council currently provides an offer of Schools Swimming services to schools in Nottinghamshire. This is delivered by the Schools Swimming Service which is funded through income from schools and a current subsidy of £53,000 p.a. from the Council. The total turnover of the service is circa £1.3million per annum.
3. The financial sustainability of the Schools Swimming Service is dependent on several factors outside of the Council's control. These include the number of schools who choose to purchase the service each year, the availability and cost of hiring pools and the cost and availability of transport for pupils to access them.
4. In recent years, despite the best efforts of the Service to work within its small revenue budget, there has been overspend due to unplanned pool closures and escalating transport costs.
5. There is a developing market of alternative suppliers of school swimming and several Nottinghamshire schools are choosing to take their business elsewhere.
6. Due to recent legal precedence there is a clear duty for the Council to offer swimming related advice to schools in respect of safeguarding and safe school swimming practice.

#### **Outcome of the Review**

7. An online survey was facilitated as part of the review process to gather feedback from schools. More than 50% of schools currently purchasing the Service from the Council responded. Their responses were as follows:
  - 90% were satisfied or very satisfied with the current service

- 3% had been approached by another provider
- those approached by an alternative provider had decided to continue to purchase from the Council due to a combination of value for money and the quality of service, including safeguarding and safety
- 10% may not continue to purchase from the Council if the charges rose by 10%. This figure was used as a prompt in the survey as it is the increase that would be needed if the service was to become cost neutral to the Council.

8. The review also included:

- consultation with the Amateur Swimming Association (ASA), to gain a national perspective on the delivery and governance of Schools Swimming
- consultation with Nottingham City's Solar Sport Outdoor Learning, Life Skills, Adventure and Risk Management service, an alternative provider of Schools Swimming and which has attracted contracts from a small number of County schools around the City boundaries
- contact with Sport Nottinghamshire, which already works in partnership with the Council to provide sporting opportunities across Nottinghamshire. In other areas of the country similar sports partnerships have become third sector providers of schools swimming
- clarity on the responsibilities of the Council with regard to its offer of swimming related advice to schools, safeguarding and safety (Annie Woodland v Essex County Council case)
- consultation with all relevant stakeholders including staff.

9. Following the review three initial options have been produced for the delivery of swimming support to Nottinghamshire schools from September 2017. When these have been fully explored a further report with a recommended option will be brought to the Committee for approval.

- a) transition from an in-house traded schools swimming service model to one that enables schools to directly purchase swimming programmes directly from an external provider. In this model the Council would continue to offer swimming advice to schools. This would be achieved through the Outdoor Education Advisor's office based within the Outdoor and Environmental Education Service. This option would reduce the cost to the Council by an estimated £40,000 per annum from September 2017.
- b) transition from an in-house traded schools swimming service model to one where the staffing and existing agreements with schools would transfer to a third sector provider. In this model the Council would continue to offer swimming advice to schools as set out in the option above. Again, this option would reduce the cost to the Council by an estimated £40,000 per annum from September 2017.

- c) the Council continuing as a provider of school swimming with an increase in charges so that full costs are recovered. This would involve approval of an increase in charges implemented in two tranches (5% in September 2016 and 5% in September 2017). In this model the Council would continue to offer swimming advice to schools as set out above. This option would reduce the cost to the Council by £53,000 per annum from September 2017.

### **Staffing Restructure**

10. Prior to any changes to the model of delivery it is necessary to revise the current staffing structure to ensure that the service can be provided without the high risk of overspend. A staffing report will be brought to Committee in July 2016.

### **Other Options Considered**

11. None.

### **Reason/s for Recommendation/s**

12. To support the completion of the review of school swimming provision.

### **Statutory and Policy Implications**

13. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

14. These are set out in **paragraph 9**.

### **RECOMMENDATION/S**

That the Committee:

- 1) notes the update on the review of the Schools Swimming Service
- 2) approves further exploration of the impact of the options proposed in **paragraph 9**, with final recommendations to be received by Committee during Autumn 2016.

**Derek Higton**  
**Service Director, Youth, Families and Culture**

**For any enquiries about this report please contact:**

Chris Warren  
Group Manager, Young People's Service  
T: 0115 9774430  
E: christopher.warren@nottsc.gov.uk

**Constitutional Comments (LM 26/05/16)**

15. The recommendations in the report fall within the Terms of Reference of the Children and Young People's Committee.

**Financial Comments (SS 03/06/16)**

16. The financial implications of the report are contained within paragraph 14 above.

**Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Review of the Schools Swimming Service offer – report to Children and Young People's Committee on 14 December 2015.

Schools Swimming Service offer.

**Electoral Division(s) and Member(s) Affected**

All.

C0836

20 June 2016

Agenda Item: 07

## **REPORT OF THE ACTING SERVICE DIRECTOR OF EDUCATION STANDARDS AND INCLUSION**

### **INTEGRATION OF EDUCATIONAL PSYCHOLOGY SERVICE AND SCHOOLS AND FAMILIES SPECIALIST SERVICES INTO THE SUPPORT TO SCHOOLS SERVICE**

#### **Purpose of the Report**

1. Following the integration of the Children's Disability Service (CDS) and Special Educational Needs and Disabilities (SEND) staffing structures, which was approved by Committee on 21 March 2016, this report informs Committee of the implications for the structure of the Education Standards and Inclusion service and of changes that have been required to ensure ongoing service delivery to schools.
2. In addition, the report seeks approval to establish new/permanent posts within the department as follows:
  - To permanently establish the 2 fte (full-time equivalent) temporary Quality Assurance Monitoring and Support Officer (Scale 4) posts, established in 2014 as a result of the closure of the Pupil Referral Units. These posts provide essential support to the team, supporting schools to reduce and manage permanent exclusions. These are funded by existing schools budget and therefore would incur no additional cost to the Council.
  - To establish a 1 fte Threats to Children Coordinator (indicative Grade D) post with a focus on Child Sexual Exploitation (CSE) and to establish 3 fte temporary Schools Health Coordinator (grade to be confirmed) posts. This newly established 'Threats to Children' team will provide universal support and advice to all Nottinghamshire publicly funded schools early years settings and GPs regarding education and health matters related to CSE. The CSE Coordinator post is funded from existing schools budget; the temporary Schools Health Coordinator posts are funded from a Public Health Grant of £400,000.
  - To establish 2 fte SEN Funding Officer (indicative Scale 5) posts to ensure that the high needs funding budgets of c£16.75m is devolved to schools and families of schools in line with decisions taken by Family SENCos (Special Educational Needs Co-ordinators). These posts would be funded by existing schools budget and therefore there would be no additional cost to the Council. Coordinating and monitoring of these budgets were previously undertaken by post holders in the previous SEND Team structure and these have now been transferred into the new structure.



## Information and Advice

3. Following the integration of CDS and SEND staffing structures as part of the Improving Outcomes for Children and Young People with Disabilities Project, the structure and line management arrangements within the wider Education Standards and Inclusion service have been revised to ensure that services provided to schools can evolve to meet the changing needs of schools and families at this time. **Appendix 1** presents the 'old structure' and includes the services transferred to Education Standards and Inclusion following the creation of CDS and **Appendix 2** outlines the proposed revised structure of Education Standards and Inclusion service. **Appendix 3** provides a summary overview of the posts within the proposed new structure.
4. The incorporation of the Educational Psychology Service and the Schools and Families Specialist Services into the Support to Schools Service has aligned teams providing direct education services to schools. In addition, the key priorities of ESI to support vulnerable groups and to narrow educational gaps are strengthened by aligning all teams providing direct education support, challenge and guidance to schools within one service area.
5. Within an ever changing education landscape, the proposed revisions seek to align and rationalise line management arrangements and identify new posts that have been necessitated by the disestablishment of SEND Policy and Provision. The proposed structure seeks to align the following key service areas: school admissions; strategic school place planning; fair access and children missing education; achievement and equality; closing the gap; educational psychology service; schools and families specialist services; and school improvement.
6. As these proposals do not constitute a restructure, consultation has included meetings with teams and individuals directly affected by changes to line management arrangements. In addition, a two week consultation period (from 18 May to 1 June 2016) has allowed individuals affected to discuss and raise questions and concerns with relevant Team Managers and the Group Manager for the Support to Schools Service. All Trade Unions were invited to attend a consultation meeting on 31 May 2016 with the Acting Service Director of ESI. No formal written responses were received from Trade Unions. However there was one meeting with UNISON on 1 June 2016.
7. There were nine written responses from staff to the consultation. Two responded to the specific questions indicating strong agreement with all proposals within the new structure and one expressed agreement with all the proposals. Three strongly agreed with the proposals relating to their own teams, but felt that they needed more detail on the roles and responsibilities of other teams to be able to comment on the proposals. This will be addressed at team meetings. One expressed disagreement with all proposals, except the proposal relating to their own team with which they agreed. This respondent commented that it was difficult to evaluate the consultation statements where suggested impacts have yet to be measured. A further two respondents provided written comments, which strongly welcomed the 'logical restructuring of services to schools and the way in which teams would be brought together to work towards common goals.' One respondent questioned the matrix line management of Governor Services.
8. The reviewed structure aligns all colleagues providing direct support to schools to be structured under the Support to Schools group and aims to reduce any potential duplication



of work or provision, particularly around fair access, children missing education and support for school behaviour partnerships. In addition, the revised Support to Schools structure will be subject to wider departmental review planned from September 2017.

9. The revised Education Standards and Inclusion service aims to:
  - maximise existing resources to provide support and challenge to schools to ensure every maintained school is good or better
  - continue to fulfil statutory duties around school admissions, strategic school place planning and school improvement for maintained schools
  - create a unified Fair Access and Children Missing Education Team which aligns existing teams that support behaviour partnerships
  - Provide a new structure within existing budgets or in relation to any new funding from schools budgets or Public Health.
10. The revised Education Standards and Inclusion service also formalises operational arrangements that have evolved and developed in response to the changing demands by schools and families on teams and service areas. Therefore, this report updates Members of **significant** line management changes only and where posts have been radically refocussed. The report also advises where it has been necessary to create new posts as a result of the creation of the Integration of Children's Disability Service and disestablishment of the SEND Policy and Provision Service.
11. **Education Improvement Service** – the changes as outlined within the proposed new structure broadly confirms the existing arrangements. Changes to line management at Team Manager level will allow the Team Manager for Closing the Gap to line manage all posts which most directly relate to supporting and challenging schools to narrow gaps for vulnerable groups. The Team Manager for Standards will continue to matrix manage Governing Body Services and School Improvement Advisers. The Team Manager for Achievement and Equality will transfer to the Educational Psychology Service to lead the new Threats to Children Team. The remit of responsibilities of the Acting Group Manager have been extended and now include leadership relating to teams that were part of the disestablished SEND Planning and Provision Service.
12. **Place Planning and Admissions Team** – the revised structure proposes the re-designation of one Team Manager post to a Place Planning and Admissions post in order to strengthen teams which fulfil statutory responsibilities around school admissions and strategic school place planning. This redesignation of one of the two Place Planning Team Manager posts enables the Fair Access Lead Officer post to be designated as Team Manager to lead the existing Fair Access Team as well as the teams transferring from SEND Policy and Provision which had responsibility for supporting school based partnerships at primary and secondary level for behaviour and exclusions. The proposed structure identifies two Quality Assurance Monitoring and Support Officer posts which were temporarily established in 2014 as a result of the closure of the Pupil Referral Units. These two posts are essential to the support for school behaviour partnerships and the safeguarding of permanently excluded pupils. As such, the report seeks Committee approval to establish these as permanent posts within the revised structure. It is also proposed that this team will now formally take responsibility for the Children Missing Education Strategy.

13. A further implication of the transfer of elements of SEND Policy and Provision is in relation to statutory responsibilities for the special school place planning, SEND admissions and the management of the special schools budget of £20M. The revised structure integrates this post within the wider Place Planning and Admissions Team. This post will also provide strategic leadership for any statutory reviews to be undertaken by the department such as the current SEND Review into the future.
14. **Educational Psychology Service** – the Educational Psychology Service is broadly unchanged. However, to ensure that teams are as responsive as possible to new and emerging support needs of schools, the Anti-Bullying Coordinator will be incorporated within a new Threats to Children Team. This team will be led by the current Team Manager for Achievement and Equality whose post will transfer to the Educational Psychology Service to operationally lead this new team. This team will be expanded by the creation of a further post, temporarily funded through existing budgets and will focus on Child Sexual Exploitation. In addition, in partnership with Public Health funding, the Team Manager for Threats to Children will assume responsibility for three temporary Schools Health Coordinator posts.
15. This report also informs Members that following the transfer of the Educational Psychology Service from SEND Policy and Provision, it has been necessary to identify new posts within the Educational Psychology Service as ‘SEN Funding Officer’ posts. These posts will ensure that the high needs funding budget of £16.75m is devolved to schools and families of schools in line with decisions taken by Family SENCos.
16. **Schools and Families Specialist Services** – this service provides specialist advice and support to both schools and to parents in relation to SEND pupils. The revised structure is unchanged.
17. **Business Support Service** – Business Support to the services in scope will continue to be provided from existing resources with no additional costs.
18. No savings have been secured by the proposed structure as each team continues to provide essential services to schools.

### Other Options Considered

19. The focus of this revised structure has been to provide strong and effective delivery of support services to schools. Consideration has not been given to developing different structures or models of delivery at this time as a wider departmental review is planned from September 2017 and the White Paper, Education, Excellence Everywhere is likely to inform the future structure of educational services provided to schools.

### Reason/s for Recommendation/s

20. Following the integration of the CDS and SEND staffing structures, the transfer of the Educational Psychology and related services, along with the Schools and Families Specialist Service into the Support to Schools Service, an interim revision of the Education Standards and Inclusion service is required to align current services to schools and review line management arrangements where necessary.

## Statutory and Policy Implications

21. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## Financial Implications

22. The costs of the new structure can be met from existing budgets. Where posts and functions have been transferred from the previous SEND Policy and Provision Service, associated budget has also been transferred.
23. The breakdown of costs and associated budgets is as follows:

Total Cost of new Structure	£8.004M (includes sold service posts)
LA Budget	£1.137M
Schools Budget	£5.760M
Public Health grant	£0.123M
Sold Service income	£0.984M
TOTAL Funding	£8.004M

A detailed breakdown of all posts in the new structure is attached as **Appendix 3**.

## Human Resources Implications

24. Other than some minor line management changes, there are no HR implications.

## Safeguarding of Children and Adults at Risk Implications

25. The proposed new structure aligns all services which serve to safeguard children within one extended team, led by the Team Manager for Fair Access. The structure also incorporates support for schools and families to manage more effectively new threats to children, which includes CSE.

## Implications for Service Users

26. The proposed structure will continue to provide all statutory and some non-statutory services to schools.

## Ways of Working Implications

27. As part of the move to bring all service areas relating to schools functions together, the service will be working with the Smarter Working Team to consolidate existing bases.

## RECOMMENDATIONS

That:

- 1) Following the integration of Children's Disability Service and Special Educational Needs and Disabilities staffing structures, the subsequent transfer of the Educational Psychology and related services, along with the Schools and Families Specialist Service into the Support to Schools Service, should be noted.
- 2) Committee approves the following:
  - permanently establish the 2 fte temporary Quality Assurance Monitoring and Support Officer (Scale 4) posts, established in 2014 as a result of the closure of the Pupil Referral Units.
  - establish a 1 fte Threats to Children Coordinator (indicative Grade D) post with a focus on Child Sexual Exploitation and 3 fte temporary Schools Health Coordinator (grade to be confirmed) posts.
  - establish 2 fte Special Educational Needs Funding Officer (indicative Scale 5) posts to ensure that the high needs funding budget of c£16.75m is devolved to schools and families of schools in line with decisions taken by the Schools Forum and Family SENCos.

**Marion Clay**

**Acting Service Director, Education Standards & Inclusion**

**For any enquiries about this report please contact:**

Marion Clay

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### **Constitutional Comments (SLB 08/06/16)**

28. In accordance with the Council's Employment Procedure Rules Children and Young People's Committee is the appropriate body to consider the content of this report subject to consultation with the recognised trade unions having been undertaken and HR advice obtained.

### **Financial Comments (SS 09/06/16)**

29. The financial implications of the report are contained within paragraphs 22 and 23 above.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Integration of Children's Disability Service and SEND Staffing Structures - report to Children and Young People's Committee on 21 March 2016

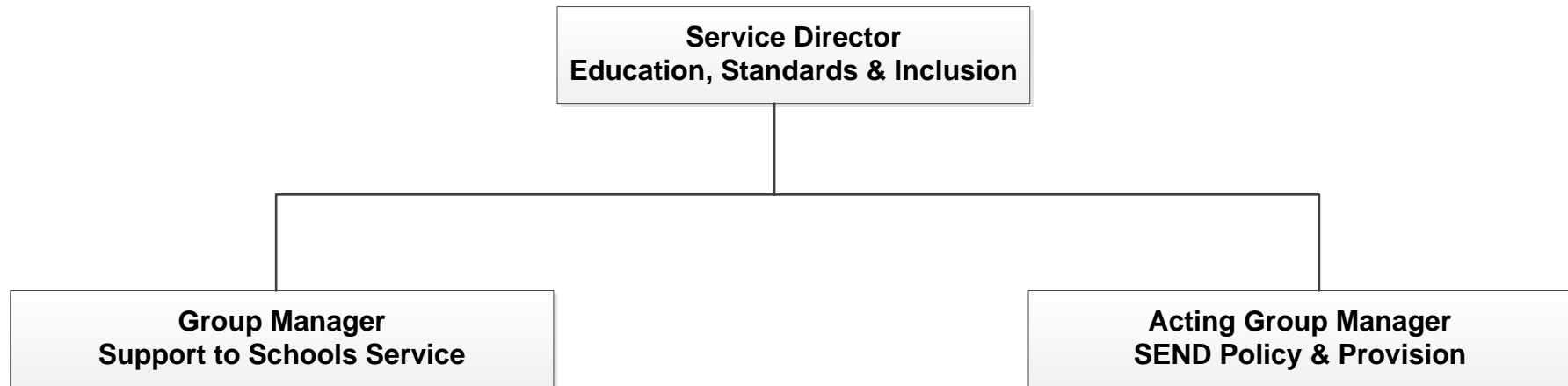
**Electoral Division(s) and Member(s) Affected**

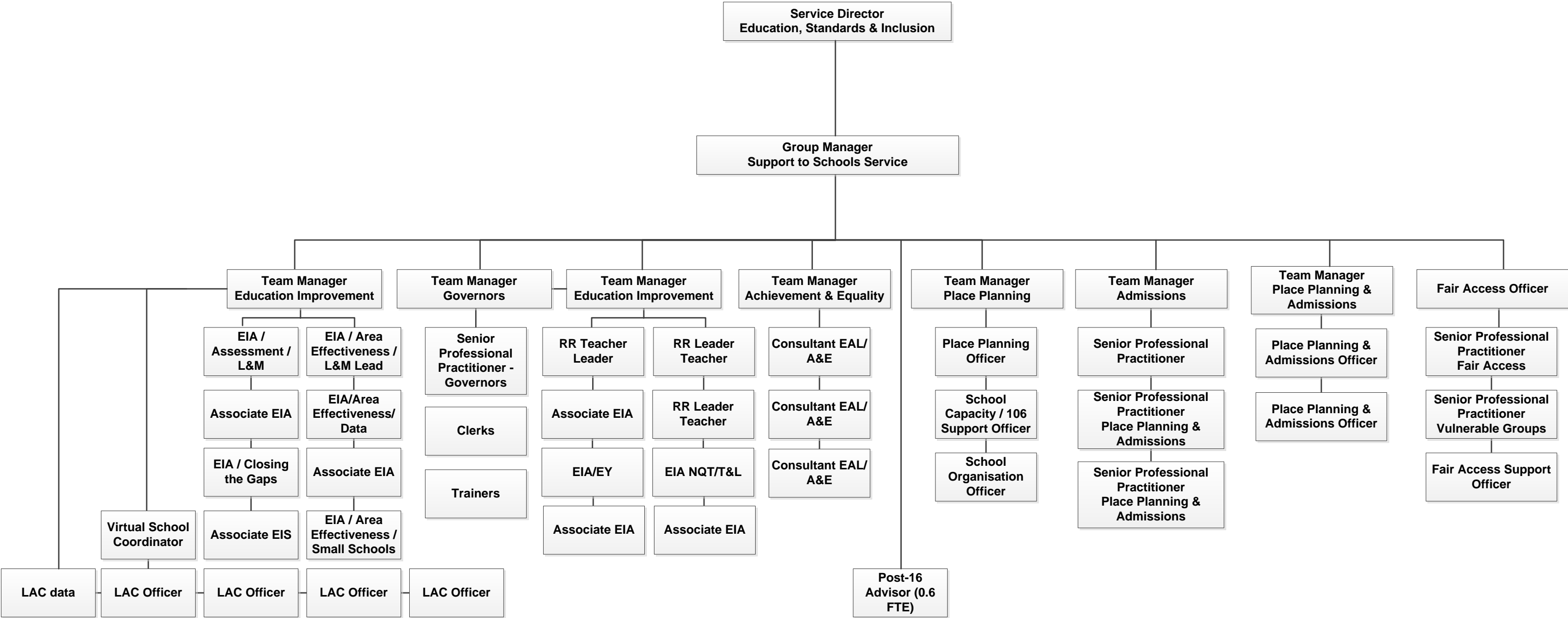
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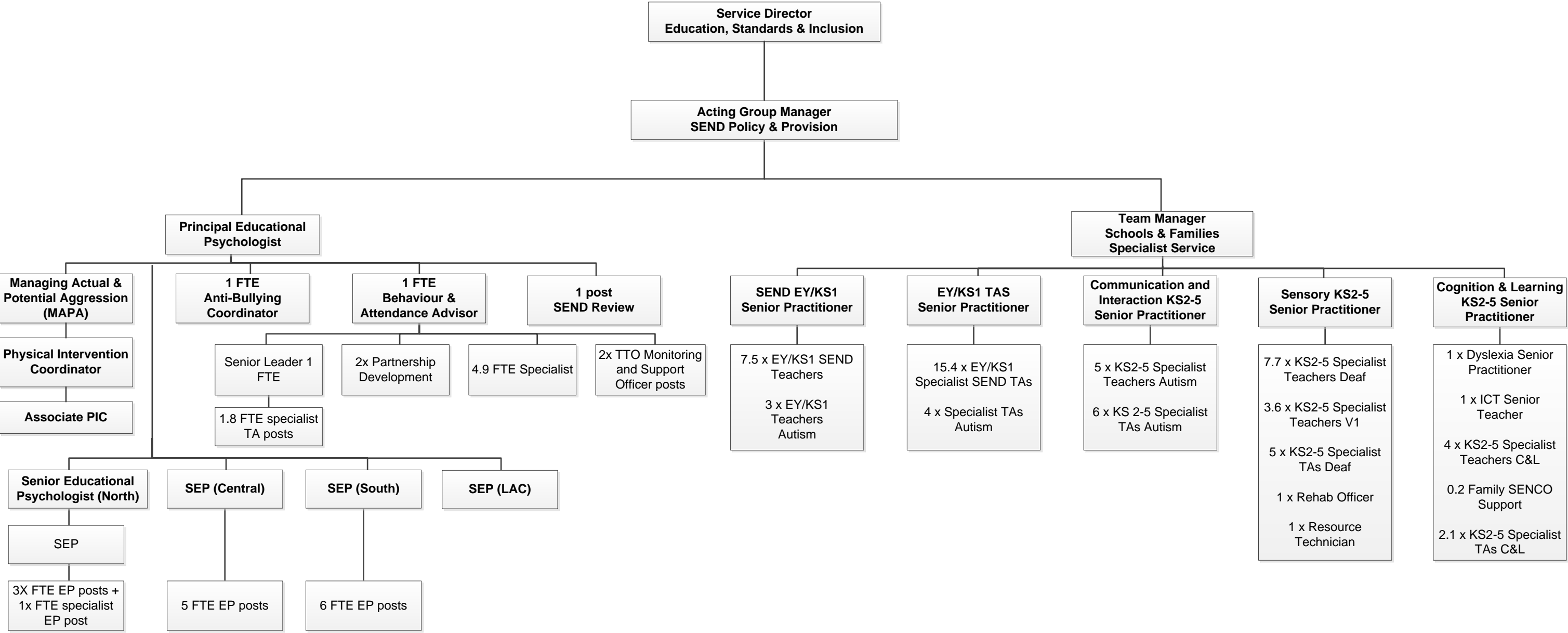


Education, Standards & Inclusion  
Old Structure

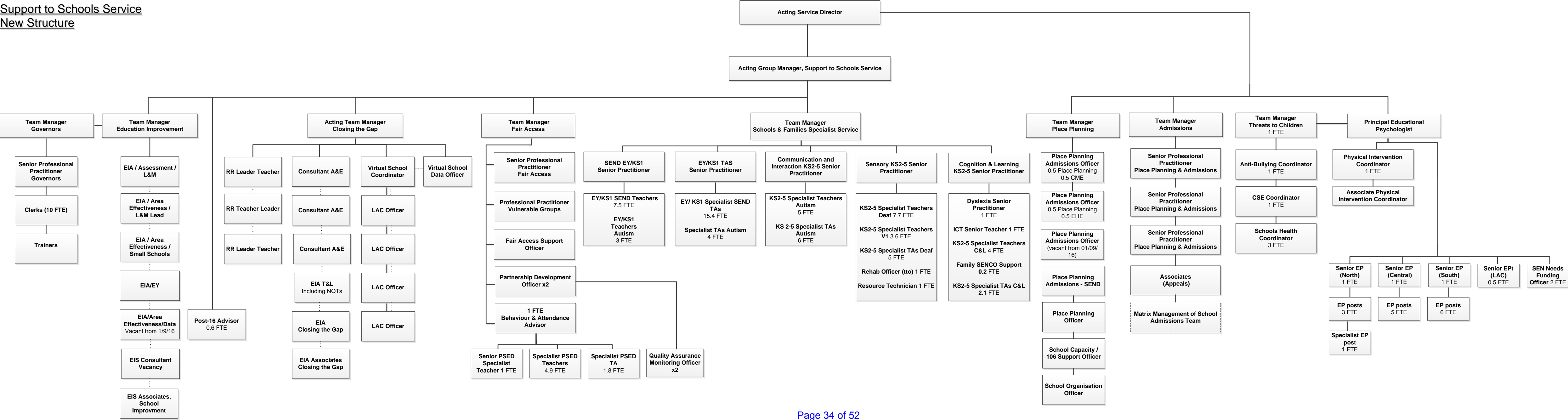








Support to Schools Service  
New Structure



<b>Posts in Education Standards &amp; Inclusion Structure</b>	<b>Grade</b>	<b>FTE</b>	<b>Cost</b>	<b>Funding Source</b>
Service Director	Band I	1	£ 109,346.00	LA
Group Manager	Soulbury 29-32	1	£ 88,102.00	LA
Team Manager - Governor Services	Band D	1	£ 50,118.00	Sold Service
Senior Practitioner - Governor Services	Band B	1	£ 41,063.00	Sold Service
Clerks and Governor Trainers	Grade 5	11	£ 323,345.00	Sold Service
Team Manager - Education Improvement	Soulbury 21-24	1	£ 77,094.00	Sold Service
Education Improvement Advisors	Soulbury 17-20	5	£ 359,120.00	Sold Service
Post 16 Advisor	Soulbury 17-20	0.6	£ 43,094.40	Sold Service
EIS Consultant	Soulbury 9-12	1	£ 61,092.00	Sold Service
EIS Associate School Improvement	Grade 5	1	£ 29,395.00	Sold Service
Team Manager - Closing the Gap	Soulbury 21-24	1	£ 77,094.00	LA
Reading Recovery Teacher Leaders	Soulbury 9-12	3	£ 183,276.00	LA
Achievement and Equality Consultants	Soulbury 9-12	3	£ 183,276.00	DSG
Education Improvement Advisors	Soulbury 17-20	2	£ 143,648.00	LA
Virtual School Coordinator	Soulbury 9-12	1	£ 61,092.00	LA
Looked After Children Officers	Band A	4	£ 142,876.00	LA
Virtual School Data Officer	Band A	1	£ 35,719.00	LA
Team Manager - Fair Access	Band E	1	£ 55,791.00	DSG
Senior Professional Practitioner- Fair Access	Band B	1	£ 41,063.00	DSG
Professional Practitioner - Vulnerable Groups	Grade 5	1	£ 29,395.00	DSG
Support Officer - Fair Access	Band B	1	£ 41,063.00	DSG
Partnership and Development Officers	Soulbury 9-12	2	£ 122,184.00	DSG
Behaviour and Attendance Advisor	Soulbury 17-20	1	£ 71,824.00	DSG
Senior PSED Specialist Teacher	Teachers Upper 3	1	£ 52,809.00	DSG
Specialist PSED Teacher	Teachers Upper 3	4.9	£ 258,764.10	DSG
Specialist PSED Teaching Assistant	Grade 5	1.8	£ 52,911.00	DSG
Quality Assurance Monitoring Officer	Grade 4	2	£ 49,782.00	DSG

Team Manager - SFSS	Soulbury 21-24	1	£ 77,094.00	DSG
Senior Practitioner - SFSS	Teachers Upper 3	5	£ 264,045.00	DSG
Senior Practitioner - SFSS	Soulbury 11-13	1	£ 62,547.00	DSG
Specialist Teachers	Teachers Upper 3	30.8	£ 1,626,517.20	DSG
Specialist Teaching Assistants	Grade 4	32.5	£ 808,957.50	DSG
Rehabilitaion Officer	Band A	1	£ 35,719.00	DSG
Resource Technician	Band A	1	£ 35,719.00	DSG
ICT Senior Teacher	Teachers Upper 3	1	£ 52,809.00	DSG
Family SENCO Support	Teachers Upper 3	0.2	£ 10,561.80	DSG
Team Manager - Place Planning	Band E	1	£ 55,791.00	LA
Team Manager - Admission	Band E	1	£ 55,791.00	DSG
Senior Professional Practitioner	Band B	3	£ 123,189.00	DSG
Place Planning Officers	Band E	2.5	£ 139,477.50	LA
Place Planning Officers	Band E	1.5	£ 83,686.50	DSG
Place Planning Officer	Band D	1	£ 50,118.00	LA
School Capacity Officer	Grade 4	1	£ 24,891.00	LA
School Organisation Officer	Grade 4	1	£ 24,891.00	LA
Team Manager - Threats To Children	Soulbury 12-15	1	£ 65,437.00	DSG
Anti Bullying Coordinator	Band D	1	£ 50,118.00	DSG
CSE Coordinator	Band D	1	£ 50,118.00	DSG
Schools Health Coordinators	Band B	3	£ 123,189.00	Public Health Grant
Principal Education Psychologist	SEP 17	1	£ 78,446.00	DSG
Senior Educational Psychologist	SEP 9	3.5	£ 234,279.50	DSG
Educational Psychologist	EP 11	14	£ 887,012.00	DSG
Specialist Educational Psychologist	EP 11	1	£ 63,358.00	DSG
Physical Intervention Coordinator	Band D	1	£ 50,118.00	DSG
Associate Physical Intervention Coordinator	Band D	1	£ 50,118.00	DSG
High Needs Funding Officer	Band A	1	£ 35,719.00	DSG
<b>Total Structure Cost</b>			<b>£ 8,004,053.50</b>	

**20 June 2016****Agenda Item: 08**

## **REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE INFORMATION AND SYSTEMS TEAM RESTRUCTURE**

### **Purpose of the Report**

1. The purpose of this report is to seek Committee approval for a revision to the staffing structure within the Information and Systems Team, which supports the information and systems management function within the Children, Families and Cultural Services (CFCS) department.

### **Information and Advice**

2. At its meeting in November 2015, the Committee approved a new staffing structure within the Information and Systems Team, which provides for greater flexibility and standardisation of practice across the key departmental IT systems managed within the team as well as the team's broader functions in relation to data and information management.
3. The new structure also contributes annual savings of £125,000 to the department's overall budget reductions – through the establishment of a leaner structure with 5 FTE (full-time equivalent) fewer posts. Staff are deployed across three functional areas – System Design and Development; System Support and Implementation; and Data and Information Management. Colleagues were enabled into the new posts through the Council's normal procedures, following a period of consultation and feedback with those affected. There were no compulsory redundancies due to stringent vacancy control measures implemented over the preceding months.
4. A review of the new structure six months in to the new arrangements has taken place to identify if staffing levels in each of the functions was correct. It was established that there was a larger proportion of data and information management work than had previously been identified. Some of this work is currently being undertaken in the Systems Support and Implementation function as the Data and Information Management function is under resourced.
5. It is thus proposed to address this imbalance by moving 1 FTE System Coordinator (Band A) post from within the Systems Support and Implementation function to the Data and Information Management function.
6. Further to this is it proposed that 1 FTE post of Senior Data Management Officer (Grade 5) is disestablished and an additional 1 FTE System Coordinator (Band A) post established. This would be subject to the enabling process. It is evident that the tasks

required to be undertaken in the Data and Information Management function are more closely aligned to the System Coordinator job description.

7. The cost of the proposed staffing structure outlined in **Appendix 1** can be contained within the existing staffing budget for the Information and Systems Team.

### **Other Options Considered**

8. The change in structure of the Information and Systems Team has emerged from an assessment of the current service provision following a transition period from old to new structure. The staffing structure has been determined via a period of consultation and engagement with staff from inside and outside the team.

### **Reason/s for Recommendation/s**

9. The proposals outlined in this report will help to ensure that the front line services across the department will continue to receive the range of system support and development that they require at a cost that remains affordable.

### **Statutory and Policy Implications**

10. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (Public Health only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### **Financial Implications**

11. The disestablishment of 1 FTE Senior Data Management Officer (Grade 5) post and replacement with 1 FTE System Coordinator (Band A) post will increase the expenditure on staffing within the team by £6,196 annually, including on costs, which is affordable within the staffing budget.

### **Human Resources Implications**

12. The additional post identified within this report has been subjected to job evaluation and, where appropriate, staff will be enabled using the Council's enabling procedure. All staff affected have been and will continue to be subject to the Council's agreed consultation processes.

### **RECOMMENDATION/S**

That:

- 1) the revised staffing structure for the Information and Systems Team be approved.
- 2) 1 FTE System Coordinator (Band A) post be moved from the Systems Support and Implementation function to the Data and Information Management function.

- 3) 1 FTE Senior Data Management Officer (Grade 5) post be disestablished and an additional 1 FTE System Coordinator (Band A) post be established as detailed in **Appendix 1**.

**Derek Higton**  
**Service Director, Youth, Families and Culture**

**For any enquiries about this report please contact:**

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#### **Constitutional Comments (LM 07/06/16)**

13. The recommendations in the report fall within the Terms of Reference of the Children and Young People's Committee.

#### **Financial Comments (SS 27/05/16)**

14. The financial implications of the report are contained within paragraph 11 above.

#### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Information and Systems Team Restructure – report to Children and Young People's Committee on 16 November 2015

Quality and Improve Group – Staffing Structure – report to Children and Young People's Committee on 29 September 2014

Update on a revised operating model for Nottinghamshire Children's Services – report to Children and Young People's Committee on 17 March 2014

Developing a new operating model for the Children, Families and Cultural Services department – report to Children and Young People's Committee on 14 October 2013

#### **Electoral Division(s) and Member(s) Affected**

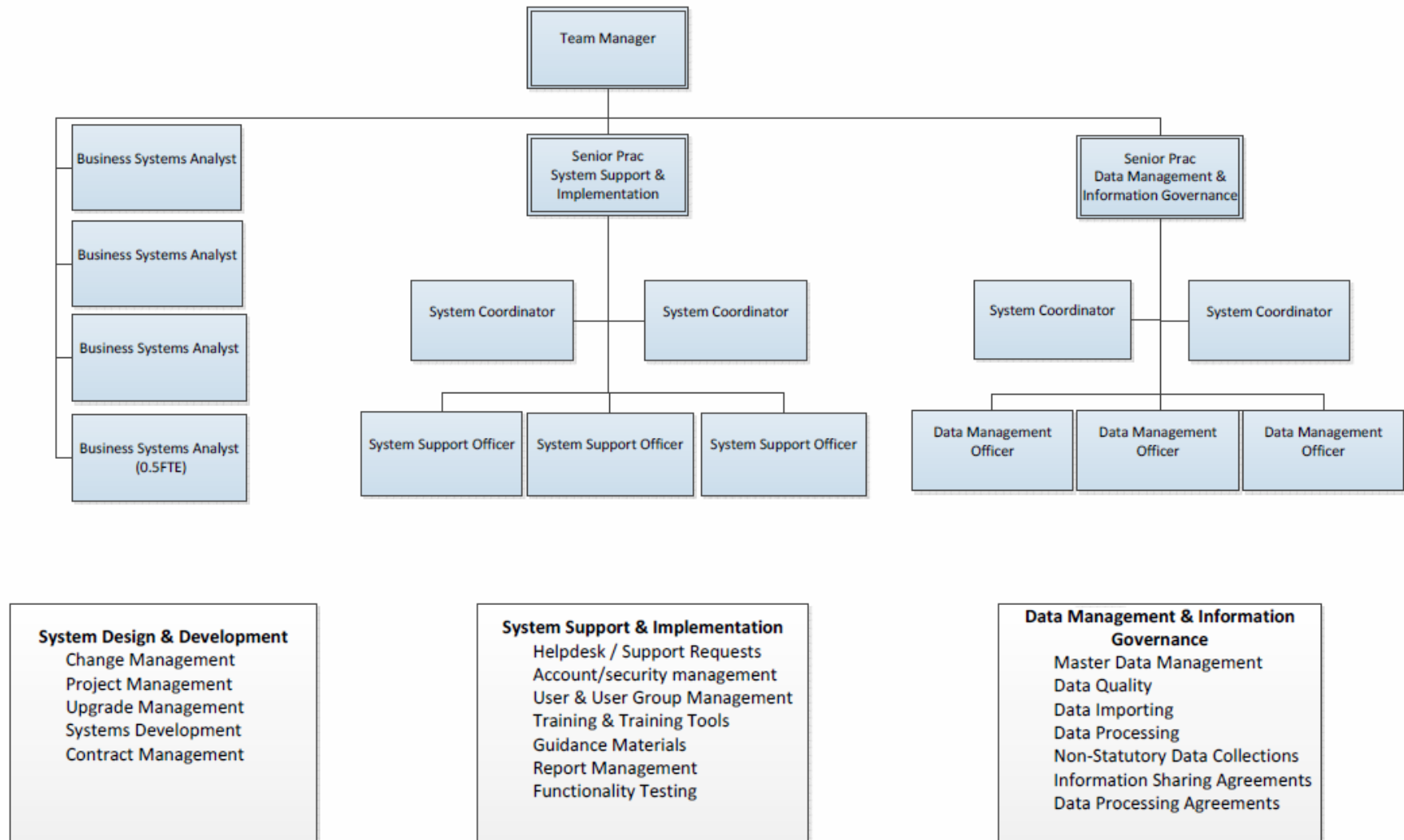
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C0838





# Proposed Staffing Structure Revision and Functional Overview of the Information and Systems Team





**20 June 2016**

**Agenda Item: 09**

## **REPORT OF THE ACTING SERVICE DIRECTOR, EDUCATION STANDARDS AND INCLUSION**

### **LOCAL AUTHORITY GOVERNOR APPOINTMENTS TO SCHOOL GOVERNING BODIES DURING THE PERIOD 1 JANUARY TO 31 MAY 2016**

#### **Purpose of the Report**

1. To note the appointment of Local Authority (LA) governors to school governing bodies for the period 1 January to 31 May 2016.

#### **Information and Advice**

2. In line with the School Governance (Constitution) (England) Regulations 2012, as amended by the School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014, governing bodies of maintained schools have reconstituted to a skills-based model of governance by September 2015, and are allowed one LA governor on the reconstituted governing body. For this model of governance, the school appoints the Local Authority governor and may set eligibility criteria.
3. Under these Regulations the County Council is responsible for nominating individuals as prospective governors. Nominations are made by the County Council, in accordance with the eligibility criteria provided by the governing body. When nominating new governors or re-nominating existing governors, the County Council must consider the skills and experience the governing body needs.
4. Local Authority governors nominated by the County Council and appointed by school governing bodies during the period 1 January to 31 May 2016 are as follows:

<b>BASSETLAW</b>	
Bracken Lane Primary	Mr Michael Storey
Haggonfields Primary	Councillor Sybil Fielding
Sir Edmund Hillary Primary and Nursery	Mrs Tracey Anne Manson Jervis
Sutton-cum-Lound CofE Voluntary Aided Primary	Mr Keith Circuit
<b>BROXTOWE</b>	
Brinsley Primary	Councillor Keith Longdon
Greasley Beauvale Primary	Mr Roderick Petman

<b>GEDLING</b>	
Carlton Central Junior	Mrs Michelle Claire Sills
Derrymount	Councillor Marje Irene Paling
Ernehale Infant	Mr Simon Ray
Manor Park Infant and Nursery	Mrs Kathleen Ann Holloway
Phoenix Infant and Nursery	Mr David Alan Richards
Pinewood Infant School and Foundation Unit	Mrs Sheona Margaret White
Porchester Junior	Mrs Avril Lane
Richard Bonington Primary and Nursery	Mrs Vikki Joanne Burr
<b>MANSFIELD</b>	
Abbey Primary	Councillor Stephen Neil Garner
Heatherley Primary	Mr Robert Andrew Lyons
John T Rice Infant and Nursery	Miss Claire Chambers
Leas Park Junior	Mr Ian Dentith
<b>NEWARK</b>	
Kirklington Primary	Mrs Sally Ann Broughton
Lowdham Church of England Voluntary Aided Primary	Mrs Helen Westbury
The Newark Orchard	Mrs Patricia Lesley Booth MBE

### Other Options Considered

- Nottinghamshire County Council's strategy for recruiting and retaining school governors includes the re-appointment of existing governors. The County Council sees many advantages in retaining experienced governors and actively seeks to encourage governors approaching their end of term of office to stand again either in the same school or in a different school. The appointments made ensure the retention and supply of experienced governors.

### Statutory and Policy Implications

- This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

### RECOMMENDATION/S

- That the Committee notes the appointment of Local Authority governors to school governing bodies during the period 1 January to 31 May 2016 as listed in **paragraph 4**.

**Marion Clay**  
**Acting Service Director, Education Standards and Inclusion**

**For any enquiries about this report please contact:**

Leonie Meikle  
Team Manager, Governor Services  
T: 0115 8040627  
E: leonie.meikle@nottsc.gov.uk

**Constitutional Comments**

7. As this report is for noting only, no Constitutional Comments are required.

**Financial Comments (SS 06/06/16)**

8. There are no financial implications arising directly from this report.

**Background Papers and Published Documents**

None.

**Electoral Division(s) and Member(s) Affected**

Retford East	Cllr Pam Skelding
Worksop North	Cllr Sybil Fielding
Worksop East	Cllr Glynn Gilfoyle
Misterton	Cllr Liz Yates
Beauvale	Cllr John Handley
Carlton West	Cllr Darrell Pulk and Cllr Jim Creamer
Arnold North	Cllr Pauline Allan and Cllr Michael Payne
Calverton	Cllr Boyd Elliott
Carlton East	Cllr John Clarke and Cllr Nicki Brooks
Mansfield South	Cllr Stephen Garner and Cllr Andy Sissons
Mansfield East	Cllr Alan Bell and Cllr Colleen Harwood
Mansfield North	Cllr Joyce Bosnjak and Cllr Parry Tsimbirdis
Farnsfield & Lowdham	Cllr Roger Jackson
Newark West	Cllr Keith Walker

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**20 June 2016****Agenda Item: 10****REPORT OF CORPORATE DIRECTOR, RESOURCES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2016-17.

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**Information and Advice**

2. The County Council requires each committee to maintain a work programme. The work programme will assist the management of the committee's agenda, the scheduling of the committee's business and forward planning. The work programme will be updated and reviewed at each pre-agenda meeting and committee meeting. Any member of the committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and Vice-Chairman, and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. As part of the transparency introduced by the new committee arrangements, committees are expected to review day to day operational decisions made by officers using their delegated powers. It is anticipated that the committee will wish to commission periodic reports on such decisions. The committee is therefore requested to identify activities on which it would like to receive reports for inclusion in the work programme. It may be that the presentations about activities in the committee's remit will help to inform this.

**Other Options Considered**

4. None.

**Reason for Recommendation**

5. To assist the committee in preparing its work programme.

## **Statutory and Policy Implications**

6. This report has been compiled after consideration of implications in respect of finance, equal opportunities, human resources, crime and disorder, human rights, the safeguarding of children, sustainability and the environment and those using the service and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **RECOMMENDATION**

That the committee's work programme be noted and consideration be given to any changes which the committee wishes to make

**Jayne Francis-Ward**  
**Corporate Director, Resources**

**For any enquiries about this report please contact:**

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## **Constitutional Comments (HD)**

7. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

## **Financial Comments (NS)**

8. There are no direct financial implications arising from the contents of this report. Any future reports to Committee on operational activities and officer working groups, will contain relevant financial information and comments.

## **Background Papers**

None

## **Electoral Division(s) and Member(s) Affected**

All.



## CHILDREN & YOUNG PEOPLE'S COMMITTEE - WORK PROGRAMME 2016-17

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
<b>18 July 2016</b>		
Child Sexual Exploitation and Children Missing from Home and Care: annual report 2015/16		Steve Edwards
Nottinghamshire review of arrangements for Special Educational Needs and Disability – interim report		Derek Higton
Nottinghamshire Code of Conduct for issuing fines for pupil absences – impact of amendment to threshold		Derek Higton
Consultation on possible amalgamation of Meadow Lane Community Infant and College House Community Primary Schools	For decision	Marion Clay
Early Help Service restructure		Derek Higton
Nottinghamshire Childcare Sufficiency Assessment 2016		Derek Higton
Members' visit to Outdoor & Environmental Education residential centres	For decision	Derek Higton
Rota visits to children's homes – April and May 2016	Six monthly report	Steve Edwards
<b>19 September 2016</b>		
Performance reporting (Quarter 1 2016/17) – Services for Children and Young People	Quarterly performance report	Celia Morris
Child Poverty Needs Assessment		Derek Higton
Revised offer for arts and music services for young people		Derek Higton
Local Authority governor appointments and re-appointment to school governing bodies	For information	Marion Clay
<b>17 October 2016</b>		
School Capital Programme progress report	Six month update report	Jas Hundal
Nottinghamshire review of arrangements for Special Educational Needs and Disability – final report		Derek Higton
Small schools		Marion Clay
<b>21 November 2016</b>		
Performance reporting (Quarter 2 2016/17) – Services for Children and Young People	Quarterly performance report	Celia Morris
Nottinghamshire Early Years Improvement Plan 2015-17 – six month update		Derek Higton

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
Nottinghamshire Safeguarding Children Board annual report 2015/16	Annual report	Steve Edwards
A Strategy for Closing the Educational Gaps in Nottinghamshire	Six monthly review report	Marion Clay
Children, Young People and Families Plan 2016-18 – six-month update	Six monthly update report	Derek Higton
Troubled Families Programme in Nottinghamshire – six-month update	Six monthly update report	Derek Higton
<b>19 December 2016</b>		
Nottinghamshire Outstanding Achievement 4Uth Award 2016	Annual update report	Derek Higton
Children & Young People's Mental Health & Wellbeing Transformation Plan	Six-monthly report	Kate Allen
National Children and Adult Services Conference 2016	Report back on attendance	Colin Pettigrew
Review of the Schools Swimming Service offer		Derek Higton
Impact of Children Centre Services		Derek Higton
Local Authority governor appointments and re-appointment to school governing bodies	For information	Marion Clay
<b>16 January 2017</b>		
Financial support for students in post-16 education	Annual determination	Marion Clay
Rota Visits to children's homes: Autumn 2016	Six monthly report	Steve Edwards
Child Sexual Exploitation and Children Missing from Home and Care: update	Six-monthly update	Steve Edwards
<b>20 February 2017</b>		
Performance reporting (Quarter 3 2016/17) – Services for Children and Young People	Quarterly performance report	Celia Morris
Nottinghamshire School Admission Arrangements 2018/19		Marion Clay
Schools Forum and Education Trust Board officer group report	Annual officer group report	Marion Clay
<b>20 March 2017</b>		
National Minimum Fostering Allowances and Fees for Foster Carers and new carer payment model	Annual determination	Steve Edwards
Performance figures for Nottinghamshire schools and academies – academic year 2015/16	For information	Marion Clay

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
Key Stage 2 performance – analysis and actions	For information	Marion Clay
National Children and Adult Services Conference 2017	For decision	Derek Higton
Local Authority governor appointments and re-appointment to school governing bodies	For information	Marion Clay
<b>24 April 2017</b>		
Exceptional payments for school clothing and footwear 2017/18	Annual determination	Marion Clay
School Capital Programme progress report	Six month update report	Jas Hundal
Children's Workforce Health Check Survey 2016-17		Derek Higton
<b>19 June 2017</b>		
Performance reporting (Quarter 4 2016/17) – Services for Children and Young People	Annual performance report	Celia Morris
Children & Young People's Mental Health & Wellbeing Transformation Plan	Six-monthly report	Kate Allen
A Strategy for Closing the Educational Gaps in Nottinghamshire	Six monthly review report	Marion Clay
Looked After Children and Care Leavers Strategy 2015-18 – annual progress report	Annual report	Steve Edwards
Principal Child and Family Social Worker - annual report 2016		Steve Edwards
Children, Young People and Families Plan 2016-18 – six-month update	Six monthly update report	Derek Higton
Troubled Families Programme in Nottinghamshire – six-month update	Six monthly update report	Derek Higton
Local Authority governor appointments and re-appointment to school governing bodies	For information	Marion Clay
<b>17 July 2017</b>		
Rota visits to children's homes – Spring 2017	Six monthly report	Steve Edwards
Child Sexual Exploitation and Children Missing from Home and Care: update	Six-monthly update	Steve Edwards
Nottinghamshire Childcare Sufficiency Assessment 2017		Derek Higton
Nottinghamshire Early Years Improvement Plan 2015-17 – annual update		Derek Higton
Members' visit to Outdoor & Environmental Education	For decision	Derek Higton

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
residential centres		
<b>To be placed</b>		
Proposed amalgamation of Meadow Lane Community Infant and College House Community Primary Schools	For decision	Marion Clay
Key Stage 4 and Key Stage 5 performance		Marion Clay
Review of Children Centres arrangements		Derek Higton