

Early Years and Young People's Sub-Committee

Date: Monday, 24 September 2012
Time: 10:30
Venue: County Hall
Address: County Hall, West Bridgford, Nottingham NG2 7QP

AGENDA

- | | | |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 1 | <u>Minutes of the last meeting held on 3rd July 2012</u>
Details | 3 - 4 |
| 2 | <u>Apologies for Absence</u>
Details | 1-2 |
| 3 | <u>Declarations of Interests by Members and Officers:- (see note below)</u>
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | 1-2 |
| 4 | <u>Service Update</u>
(Oral Report) | 1-2 |
| 5 | <u>Ofsted Inspections of Children's Centres</u>
Details | 5 - 10 |
| 6 | <u>Development of Family Nurse Partnership for Nottinghamshire</u>
Details | 11 - 14 |
| 7 | <u>Remission Scheme for Activities Delivered by Arts and Sports for Children and Young People Team</u>
Details | 15 - 18 |
| 8 | <u>Progress Report on the Nottinghamshire Music Education Hub</u>
Details | 19 - 22 |
| 9 | <u>Establishment of Business Support Posts in Relation to the Nottinghamshire Music Education Hub</u>
Details | 23 - 26 |
| 10 | <u>Proposal to Restructure the Business Support Service for Early Years and Early Intervention Service</u>
Details | 27 - 34 |

No. NOTES:-

1-2

(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 08449 80 80 80

(3) Persons making a declaration of interest should have regard to the Code of Conduct and the Council's Standing Orders. Those declaring must indicate whether their interest is personal or prejudicial and the reasons for the declaration. Any Member or Officer who declares a prejudicial interest in an item must withdraw from the meeting during discussion and voting upon it, unless a dispensation has been granted.

Members or Officers requiring clarification on whether to make a declaration of interest are invited to contact Daniel Reynafarje (Tel. 0115 977 3160) or a colleague in the Governance Team prior to the meeting.

(4) Members are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.



minutes

Meeting EARLY YEARS & YOUNG PEOPLE'S SUB-COMMITTEE

Date 3 July 2012 (commencing at 10.30 am)

Membership

Persons absent are marked with 'A'

COUNCILLORS

Lynn Sykes(Chairman)

Dr John Doddy (Vice-Chairman)

A Bob Cross
Keith Longdon
Philip Owen

Mrs Stella Smedley, MBE
Stuart Wallace

A Ex-officio (non-voting)
Mrs Kay Cutts

OTHER COUNCILLORS IN ATTENDANCE

Councillor Mel Shepherd

OFFICERS IN ATTENDANCE

David Forster, Policy, Planning and Corporate Services Department

Derek Highton – Service Director Youth, Families and Cultural Services Department

Laurence Jones - Group Manager - Targeted Support and Youth Justice Services

Neil Robinson - Group Manager CFC, Investments and Treasury Management

CHAIRMAN AND VICE-CHAIRMAN

The appointment by the County Council of Councillor Lynn Sykes as Chairman and Councillor Dr John Doddy as Vice-Chairman was noted.

MEMBERSHIP

The membership of the committee, as set out above, was noted.

DECLARATIONS OF INTEREST

There were no declarations of interest.

TERMS OF REFERENCE

RESOLVED: 2012/001

That the report be noted.

INTRODUCTION TO SERVICES

Mr L Jones introduced the report and gave a slide presentation to members on the services provided by the Targeted Support and Youth Justice Service

RESOLVED: 2012/002

That the presentation be noted.

YOUTH HOMELESSNESS STRATEGY

In responses to questions from members Mr Jones replied

- Vulnerable children with learning difficulties will already be in the system so would not be lost.
- There will be better equality and diversity within the services being provided
- The referral process for 15-17 year olds will still be processed through their key worker.

RESOLVED: 2012/003

That the proposed revised Youth Homelessness Strategy and supporting commissioning proposals be referred to the Policy Committee for approval

OUTCOME OF THE YOUTH JUSTICE CORE CASE INSPECTION

RESOLVED: 2012/004

That the results of the inspection and the arrangements for devising and submitting the improvement plan be noted.

OFFICER STAFFING DECISIONS

RESOLVED: 2012/005

That the report be noted.

WORK PROGRAMME

RESOLVED: 2012/006

1. That the work programme be noted and
2. that the Sub-Committee receives six-monthly reports on the Officer working groups as set out in the report

The meeting closed at 11.35 pm.

CHAIRMAN

24 September 2012

Agenda Item: **5**

REPORT OF THE GROUP MANAGER, EARLY YEARS AND EARLY INTERVENTION SERVICE

OFSTED INSPECTIONS OF CHILDREN'S CENTRES

Purpose of the Report

1. This report provides information about the Ofsted inspection framework for children's centres and an update on Nottinghamshire children's centres performance against the national picture.

Information and Advice

2. Ofsted began inspections of children's centres in May 2010 following the publication of its initial inspection framework in April of the same year.
3. The purpose of each children's centre inspection is to provide an independent external evaluation of its effectiveness and what it should do to improve, based upon a range of evidence including that from partner organisations, parents and prospective parents who use the centre and its services, and first-hand observation.
4. The resultant inspection report provides a written summary of the outcomes achieved by a centre for young children and their families, and makes judgements on the quality of the centre's provision (especially the impact of integrated services on children and their families), the effectiveness of leadership and management and the centre's capacity to improve.
5. All judgements are made using a four-point grading scale:
 - grade 1: Outstanding
 - grade 2: Good
 - grade: 3 Satisfactory
 - grade: 4 Inadequate
6. The inspection of a children's centre promotes improvement by:
 - setting expectations: the criteria and descriptors set out in the inspection framework illustrate the standards of performance and effectiveness expected of each centre
 - increasing the children's centre's capacity for improvement by identifying areas where further development is needed

- recommending priorities for future action by the local authority to improve the centre and checking subsequent progress at the next inspection
 - complementing the performance management carried out by the council, by providing an external and independent view of the centre's performance.
7. It is expected that all children's centres will be inspected every five years, unless they are judged inadequate or there are safeguarding concerns, and that most, if not all, will have been inspected at least once by 2015.
 8. As children's centres are open all year round, inspections can take place at any point in the year. Where it is possible to carry out inspections at the same time as inspections of schools or registered childcare then inspections will take place at times when all of the provision is open.
 9. Formal feedback is provided at the end of the inspection and the formal report is published on the Ofsted website within 15 working days of the end of the inspection. It is the responsibility of the Council to ensure that an action plan is prepared in response to the recommendations of the report no more than two months after the date the report was received.

Performance to date.

10. Nationally, there were 1,238 children's centres inspected between April 2010 and March 2012. Of the 1,238 inspected, 70% were judged as good or outstanding for overall effectiveness and almost all (99%) were judged to be at least satisfactory. Twenty seven children's centres were judged Inadequate. Nottinghamshire have had none judged as Inadequate.
11. Children's centres inspected in Nottinghamshire have exceeded the national average. Of the 58 children's centres located across the County, 24 have been inspected during this time. Of those inspected, 79% were judged as good or outstanding for overall effectiveness and **all** were judged to be at least satisfactory. Table 1 overleaf provides summary details.
12. In summary the key strengths for those centres inspected thus far include:
 - Good knowledge of local need
 - Effective safeguarding practice and good use of the Common Assessment Framework (CAF)
 - Strong partnership working, through joint planning and delivery of services
 - Inclusive practice, ensuring all children can reach their potential
 - Excellent transition work with schools to ensure children are ready to learn
 - Volunteering opportunities available to parents that support their own learning and development.
13. Common themes have also emerged in respect of areas for further development, including the need to increase reach and registration of vulnerable children and families. Improvement targets for each centre have been agreed and form the basis of a new performance management framework for children's centres.
14. In addition, the Council is one of 13 local authorities participating in an initiative led by the National College for Children's Services and Leadership to trial a mentoring/coaching

programme for children's centre leaders in order to improve services. The Children Centre System Leaders pilot is based on the existing Local Leaders of Education (LLE) programme which allows successful school heads to work alongside other heads to build leadership capacity and drive sustainable improvement. The overall aim of the pilot is to test out the transferability of the LLE programme to children's centres and potentially the broader early years sector. Four Nottinghamshire children's centre leaders from centres that have been judged to be Outstanding by Ofsted were selected to participate and are currently trialling a coaching model, the findings from which will be available in January next year.

Table 1: Nottinghamshire Children's Centres – summary Ofsted Inspection Grades 2010-12

District	Provider	Centre	Date of Inspection	Overall Effective-ness	Capacity for sustained improvement	Safeguarding	& Equality Diversity
Ashfield	Notts County Health Partnership (NCHP)	Sutton Central	Oct 2010	2	2	1	2
		Rural Families	Feb 2011	2	2	1	2
		Summer House	Mar 2011	1	1	1	2
		Kirkby East	Mar 2011	1	1	1	1
		Market Place	Aug 2011	2	2	2	2
		Butler's Hill & Broomhill	Sep 2011	1	1	1	1
		Huthwaite	Sep 2011	2	2	1	2
Bassetlaw	North Notts College (NCC)	North Leverton	Oct 2010	3	3	3	3
		Hallcroft	Jul 2011	3	3	3	3
		Prospect Kilton	Jul 2011	2	2	2	2
Broxtowe	NCHP	Eastwood	Nov 2010	3	3	1	2
		Stapleford	Sep 2011	3	3	3	3
Gedling	NCHP	Stanhope	Jun 2011	2	2	1	2
		Arnbrook	Mar 2012	2	2	2	2
Mansfield	NCC	Mansfield Woodhouse	Jun 2010	2	2	2	2
		Oak Tree	Jun 2011	1	1	1	1
		Warsop	Nov 2011	2	2	2	2
		Bellamy	Mar 2012	2	2	1	1
	Family Action	Ladybrook	Nov 2010	2	2	2	2
		Pleasley Hill	Jan 2012	2	2	1	2
Newark & Sherwood	NCC	Sherwood East	Nov 2010	3	3	3	3
		Hawtonville	May 2011	1	1	1	1
		Sherwood West	Feb 2012	2	2	2	1
Rushcliffe	NCC	Abbey & Lady Bay	Jun 2011	3	3	3	3

Statutory and Policy Implications

15. 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.

Implications for Service Users

16. The performance of the children's centres inspected so far demonstrates the quality of provision available to children and families across the County, and highlights areas for development to ensure continuous improvement for children and families.

Equalities Implications

17. 79% of Nottinghamshire children's centres inspected have been graded good for Equalities and Diversity. A common theme highlighted across all those children centres inspected was the good knowledge they have of the communities they serve, ensuring that services respond to local needs and aspirations. Centres were able to evidence their commitment to inclusion and community cohesion, whilst targeting vulnerable children and families through effective outreach work.

Safeguarding of Children Implications

18. The inspection reports highlight that safeguarding practice is at least satisfactory in all those centres inspected, with 79% having good or outstanding practice and policies in place. Inspectors reported evidence of effective multi-agency partnership arrangements and use of CAF processes. Detailed case studies provided evidence too of the impact of safeguarding practice through early interventions.

RECOMMENDATION/S

- 1) That the report be noted.

Justine Gibling

Group Manager, Early Years and Early Intervention Service

For any enquiries about this report please contact:

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Constitutional Comments

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

Financial Comments (NDR 10/09/12)

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

Background Papers

Ofsted Official Statistics Release, June 2012

Ofsted Inspection framework for Children's Centres, Evaluation and Grade descriptors, September 2011

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.

Electoral Division(s) and Member(s) Affected

All.

C0073

24 September 2012**Agenda Item: 6****REPORT OF THE GROUP MANAGER, EARLY YEARS AND EARLY
INTERVENTION SERVICE****DEVELOPMENT OF A FAMILY NURSE PARTNERSHIP FOR
NOTTINGHAMSHIRE****Purpose of the Report**

1. This report outlines the establishment of a Family Nurse Partnership in Nottinghamshire and seeks approval for funding to support the establishment of a Nottinghamshire Partnership.

Information and Advice

2. The Family Nurse Partnership (FNP) is a licensed, evidenced based, intensive nurse-led prevention and early intervention programme for vulnerable first time young parents and their children. It is the first part of the preventive pathway for the 2-5% of most disadvantaged children.
3. The primary purpose of the Family Nurse Partnership is to reduce the impact of multiple deprivation and improve the short and long term health and wellbeing outcomes of children born to vulnerable young first time mothers. Its key objectives are to:-
 - Improve the health and wellbeing of a cohort of the most disadvantaged children and families
 - Prevent social exclusion by early intervention
 - Improve child health and development (including future school readiness and achievement)
 - Improve parenting capacity and economic self-sufficiency
 - Improve pregnancy outcomes for young first time mothers through their engagement in preventative health practices
 - Improve child health and development by helping parents to provide a secure, nurturing and stimulating environment for their children
 - Improve economic self-sufficiency of the family by helping parents to develop a vision for their own future with their baby
 - Ensure that families receiving the service also receive the core Healthy Child Programme schedule
 - Maximise the engagement of vulnerable clients through effective partnership relationships and offer evidence based preventive interventions and reduce inequalities in health and wellbeing

- Ensure victims of domestic abuse are given the opportunity to disclose and are signposted to appropriate support services.
4. New knowledge on the neurological development of babies and the importance of the parent-infant relationship emphasises the importance of early preventive intervention in pregnancy and the first 2 years of life for children, if outcomes are to be improved and societal costs reduced.
 5. The FNP is specifically targeted at first time parents where the mother is less than 20 years old when her first child is born. The programme is seen nationally as an integral part of maternity, new born and early years provision, and brings together health and social care partners.
 6. In the UK, the FNP licence is held by the Department of Health's FNP National Unit. The Unit has authorised Nottinghamshire's Clinical Commissioning Groups and the Council, through the Public Health Team, to commission the delivery of a Nottinghamshire FNP for the period from April 2013 to April 2016.
 7. The number of live births to teenagers aged 16-18 is an accepted marker of need for the FNP. In Nottinghamshire, the districts of Ashfield, Bassetlaw, Mansfield, and Newark and Sherwood have the highest numbers of live births to teenagers.
 8. The Nottinghamshire FNP Programme will be jointly commissioned in these areas by the Clinical Commissioning Groups of Mansfield and Ashfield, Newark and Sherwood, Bassetlaw, Nottingham North and East and Nottinghamshire County Council. Delivery of the programme is planned to commence in April 2013, with Nottinghamshire County Health Partnership having been appointed as the service provider following a competitive tendering process.
 9. The FNP will be delivered by 1 Supervisor, 1 Administrator and 8 Family Nurses overall. Each nurse will have up to 50 clients. There will be 2 Family Nurses each for Bassetlaw, Nottingham North and East, Mansfield and Ashfield, and Newark and Sherwood, with the expectation that the Family Nurses and Supervisor establish and maintain close and effective links with health and social care services in each of the delivery areas. The Service team will be based in local venues and integrated where possible within children's centres.
 10. The FNP will provide structured home visiting from early ante-natal until the child is 2 years of age, by the same Family Nurse to ensure consistency of support. Families in receipt of FNP support will be supported to access wider service provision, including children's centre activities.
 11. The FNP programme supports Nottinghamshire County Council's Early Intervention and Prevention Strategy (2011) and is supported by the Early Years and Early Intervention Service as the programme links well with children's centre service delivery.

Other Options Considered

12. No other options have been considered as the FNP is a proven, evidence based programme with a high national and international reputation, and a track record of

delivering positive outcomes for targeted children and young parents. These positive outcomes include:

- Healthier pregnancies
- Young mothers and fathers becoming more responsible parents
- Providing more babies with a good start in life
- Vulnerable parents developing positive outcomes for themselves and their children.

Reason/s for Recommendation/s

13. The establishment of a Nottinghamshire FNP programme is a key priority within the Nottinghamshire Early Intervention and Prevention Strategy, approved by County Council in September 2011.

Statutory and Policy Implications

14. 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.

Implications for Service Users

15. The establishment of FNP arrangements in the areas identified will support improved outcomes for parents and families in the target cohort.

Financial Implications

16. The annual cost of the FNP to 2016 will be £500,000. Of this, £400,000 will be provided by the involved Clinical Commissioning Groups. In view of the strategic ambition to establish a Nottinghamshire FNP set out in the County Council's Early Intervention and Prevention Strategy, the service's close fit with children's centre and other Council led children's service provision, and the programme's reputation for delivering improved outcomes, it is recommended that £100,000 annual funding be provided for the programme from the revenue budget of the Early Years and Early Intervention Service, with effect from April 2013. This is achievable within existing resources.
17. The Group Manager of the Early Years and Early Intervention Service will sit on the multi agency steering group that will provide governance to the FNP, and will therefore be involved in the monitoring of the performance of the service provider, both in terms of service delivery and the achievement of positive outcomes for service users.

RECOMMENDATION/S

That:

- 1) the development of a Family Nurse Partnership for Nottinghamshire be noted.
- 2) funding towards the Family Nurse Partnership of £100,000 per year for the period to April 2016, drawn from the revenue budget of the Early Years and Early Intervention Service, be approved.

Justine Gibling
Group Manager, Early Years & Early Intervention

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Constitutional Comments (LM 06/09/12)

18. The Early Years and Young People's Sub Committee has delegated authority to approve the recommendations in the report.

Financial Comments (NDR 10/09/12)

19. The financial implications are set out in paragraphs 16 and 17 of the report.

Background Papers

Family Nurse Partnership Service Specification
Early Intervention and Prevention Strategy

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.

Electoral Division(s) and Member(s) Affected

All.

C0072

24 September 2012**Agenda Item: 7****REPORT OF THE GROUP MANAGER, CULTURAL AND ENRICHMENT
SERVICES****REMISSION SCHEME FOR ACTIVITIES DELIVERED BY ARTS AND SPORTS
FOR CHILDREN AND YOUNG PEOPLE TEAM****Purpose of the Report**

1. To approve the remission scheme for activities delivered by the Arts and Sports for Children and Young People team.

Information and Advice

2. Nottinghamshire County Council charges schools and parents/carers for some activities delivered through the Arts and Sports for Children and Young People team.
3. In accordance with the charging regulations for music tuition during the school day (The Charges for Music Tuition [England] Regulations 2007), Nottinghamshire County Council has a remission scheme in place to ensure equality of access and affordable instrumental music tuition for all pupils. The remission scheme for Instrumental Music Teaching was last updated in 2006 and is summarised below:

The remission scheme supports a child or young person by remitting the cost of teaching [based on a shared 20-minute lesson] and by providing free instrument loan. The scheme is available for the following children and young people:

- *Looked after children for whom Nottinghamshire County Council acts as the corporate parent.*
- *Children and young people who are eligible for free school meals or whose parent/carer is in receipt of working tax credit – NHS exemption.*

A child or young person will be deemed eligible when s/he has received 7 lessons and the instrumental music teacher has confirmed that s/he is making satisfactory progress. The school will be expected to pay for the first 7 lessons.

A discretionary award is available for children and young people who have a statement of special educational needs and are in need of additional resources e.g. 1-1 lessons, longer lessons, adaptive equipment. This award covers only the cost of additional resources not the full cost of tuition or instrument loan.

4. In September 2010, the County Youth Arts team moved from the then Youth Service into the then Arts Support Service (now Arts and Sports for Children and Young People team). For some of the regular arts activities run by County Youth Arts, a nominal charge of £1.50 per session is made in line with charging for activities at Young People's Centres.
5. In September 2011, a charge for membership of Notts Performing Arts (formerly known as '11th Session' and 'County Performance') was introduced, which is based on a registration fee plus a contribution towards the cost of the activity. The current charge for membership is £30 per term or £60 per academic year for children and young people who live in Nottinghamshire or who attend a maintained school, free school or academy in Nottinghamshire. This provision is not currently covered by the remission scheme that covers music tuition during the school day, although the Arts and Sports for Children and Young People team does offer assistance to financially disadvantaged families, children with special educational needs and looked after children wishing to take part in Notts Performing Arts. This is to ensure equality of access and to comply with direction from Arts Council England and Department for Education to ensure that progression routes in music are clear and affordable to all young people (as detailed in the National Plan for Music Education which is available as a background paper).
6. Therefore, in order to bring the charging arrangements for Notts Performing Arts and County Youth Arts into line with the scheme covering Instrumental Music Teaching, it is proposed that the remission scheme is amended to include the following additional wording:

The following children and young people who take part in activities delivered as part of Notts Performing Arts and County Youth Arts are exempt from membership or other charges:

- *Looked After Children for whom Nottinghamshire County Council acts as the corporate parent.*
- *Children and young people who live in Nottinghamshire or who attend a Nottinghamshire maintained school, free school or academy and who are eligible for free school meals*
- *In addition, a discretionary award is available for children and young people with special educational needs who live in Nottinghamshire or who attend a Nottinghamshire maintained school, free school or academy and who require additional resources including specialist support, adaptive equipment etc to cover the cost of additional resources.*

Other Options Considered

7. Not providing any remission of charges for children and young people wishing to take part in Notts Performing Arts or County Youth Arts' activities would be another option. If this option was seriously considered, then Nottinghamshire County Council could be challenged about providing equal and fair access to these services.

Reason/s for Recommendation/s

8. The recommendation will provide a more comprehensive policy than the previous Arts Support Service remission scheme which covered only remission of charges for

Instrumental Music Teaching. By confirming the scheme as described, it will formalise arrangements and provide a more consistent approach to remission covering all arts activities delivered by the Arts and Sports for Children and Young People team without significant changes to existing policy or procedures for service users.

Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, 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.

Implications for Service Users

10. There will be minimal change for service users. By approving the amendment to the remission scheme, there will be greater clarity about the financial assistance available to support families facing financial disadvantage who wish to access arts activities delivered by Notts Performing Arts and County Youth Arts.

Financial Implications

11. The cost of the remission scheme for all music activities will be supported by Music Education Hub funding from Arts Council England amounting to approximately £165,000 per year. Additional costs for remission of other non-music activities may lead to a reduction in income generated through charges to parents/ carers. On the basis that between 10 and 20% of NPA members are in receipt of free school meals, the loss of income from remission for these membership charges would be between £4,000 and £8,000 per year. This will be contained within the overall budget for Cultural and Enrichment Services.

RECOMMENDATION/S

- 1) That the remission scheme for Arts and Sports for Children and Young People, including the amendment detailed in paragraph 6 above, be approved.

Steve Bradley
Group Manager, Cultural and Enrichment Services

For any enquiries about this report please contact:

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Constitutional Comments (LM 30/08/12)

12. The Early Years and Young Peoples Sub-committee has delegated authority to approve the recommendations in the report.

Financial Comments (NDR 10/09/12)

13. The financial implications are set out in paragraph 11 of the report.

Background Papers

The Charges for Music Tuition [England] Regulations 2007 (guidance on charging regulations for music tuition – July 2007)

National Plan for Music Education, see paragraph 40 (DFE-00086-2011 [1])

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

All.

C0064

24 September 2012**Agenda Item: 8****REPORT OF THE GROUP MANAGER, CULTURAL AND ENRICHMENT
SERVICES****PROGRESS REPORT ON THE NOTTINGHAMSHIRE MUSIC EDUCATION
HUB****Purpose of the Report**

1. To provide information on the establishment and implementation of the Nottinghamshire Music Education Hub.

Information and Advice

2. On behalf of the Department for Education, Arts Council England has awarded funding to Nottinghamshire County Council to lead the Nottinghamshire Music Education Hub from August 2012 to March 2015. The award follows the submission of an application for Music Education Hub status from the County Council and its partners earlier this year.
3. Music education hubs have been set up in England by the Government to augment and support music teaching in schools so that more children experience a combination of classroom teaching, instrumental and vocal tuition and input from professional musicians. Hubs deliver an offer to children that reaches beyond school boundaries and draws in the expertise of a range of education and arts partners, such as local orchestras, ensembles, charities and other music groups.
4. The vision for Nottinghamshire's Music Education Hub is:

We want all children and young people in Nottinghamshire to access high quality learning opportunities in music which are relevant to their own musical interests. We want all children and young people to join in a wide range of music groups and progress to their own level of musical excellence.

5. The application was based on consultation work with children and young people, schools and Local Authority professionals who support specific groups of children and young people.
6. The key features of the Nottinghamshire Music Education Hub business plan for 2012-15 include:
 - the delivery of a whole-class instrumental teaching programme in every primary school in Nottinghamshire with 7-11 year old pupils

- helping schools to set up more music groups and ensembles
 - encouraging children and young people to take part in music groups and performances in and out of school
 - providing new music-making opportunities for teenagers in school holidays
 - providing a subsidised instrumental teaching service for small groups and 1-1 tuition
 - providing access to online learning for different instruments
 - helping all schools to get children and young people to participate in, enjoy and develop their singing
 - setting up projects to help specific groups of children and young people engage in music-making
 - setting up a training network for teachers and other professionals who work with children and young people in music
 - providing more opportunities for children and young people to work with professional musicians and attend musical performances
 - stakeholder groups for schools and children and young people which will ensure that the Nottinghamshire Music Education Hub continues to reflect local needs.
7. The Arts and Sports for Children and Young People team at Nottinghamshire County Council will deliver some of this work through its Instrumental Music Teaching, Notts Performing Arts and County Youth Arts teams.
8. There are also four delivery partners and a larger number of associate partners working together to deliver the vision. Associate partners are a wide range of music businesses and community music organisations who provide music-making opportunities for children and young people. The four delivery partners are:
- Charanga Ltd – who will provide an online learning platform in music for pupils and interactive music resources for teachers
 - The Minster School – who will coordinate a training network for teachers in music
 - Orchestras Live – who will develop music projects in north Nottinghamshire
 - Theatre Royal Concert Hall – who will host major concerts and give children and young people opportunities to work with professional musicians.
9. One of the major developments of the Nottinghamshire Music Education Hub is a new website, www.nottsmusichub.org.uk, which will provide a digital platform for teachers, music practitioners and parents/carers to access information about the Music Education Hub. There will also be a Facebook page and Twitter account to support the Hub.
10. The governance arrangements for the Nottinghamshire Music Education Hub include the establishment of a Programme Board which is responsible for:
- making decisions on strategic priorities for the Hub and allocation of resources in line with the Hub business plan as agreed with Arts Council England
 - ensuring that the Hub makes best use of the resources available and seeks additional funding sources including sponsorship, charitable/philanthropic donations and industry support
 - monitoring the activities, outputs and outcomes of the Hub
 - promoting and advocating for the Hub with partners and stakeholders.

11. The Programme Board will meet three times a year in October, February and June. In the event of a serious issue arising, the lead officer and the Chair of the Programme Board may call an additional meeting. At the February meeting, the Programme Board agrees strategic and financial priorities for the next financial year. At the October meeting, the lead officer presents an annual report to the Programme Board. There will be an opportunity for stakeholders' views to be considered at each meeting.
12. Any member of the Programme Board may raise issues up to 10 working days prior to a meeting for inclusion in the agenda for the meeting. The Programme Board may raise issues and make recommendations to the Local Authority, Schools Forum or any other relevant body. All papers from the Programme Board will be shared with Arts Council England on a quarterly basis and with partners and stakeholders as appropriate.
13. Membership of the Programme Board comprises:
 - Chair of Early Years and Young People's Sub-Committee, Nottinghamshire County Council
 - Group Manager, Cultural and Enrichment Services, Nottinghamshire County Council
 - Primary School Head Teacher
 - Primary School Music Coordinator
 - Secondary School Head Teacher
 - Secondary School Head of Music
 - Special School representative
 - 5 representatives from music business, higher education and/or community music organisations.
14. The Programme Board will be supported by the lead officer for the Nottinghamshire Music Education Hub. The Relationship Manager for the Hub from Arts Council England will be invited to attend all Programme Board meetings as an observer.

Other Options Considered

15. As this is a report for noting, it is not necessary to consider other options.

Statutory and Policy Implications

16. This report has been compiled after consideration of implications in respect of finance, the public sector equality duty, 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.

Implications for Service Users

17. The implementation of the Nottinghamshire Music Education Hub should lead to an improved service with service users having a greater involvement in the development of music education services.

Financial Implications

18. The funding for Nottinghamshire Music Education Hub is £2,347,510 for the period August 2012 – March 2015. This is broadly in line with £888,666 funding received by Nottinghamshire County Council through music education grant in 2011-12. It should be noted that the overall amount of funding for music education in England was £82.5 million in 2011-12 and this will fall to £58 million in 2014-15.

Human Resources Implications

19. The establishment of a total of 1.0 fte Business Support Administrator posts to support the Nottinghamshire Music Education Hub, on a permanent basis, is the subject of a separate report to this Sub-Committee.

RECOMMENDATION/S

That:

- 1) Nottinghamshire County Council's successful application to lead the Nottinghamshire Music Education Hub be noted.
- 2) the governance arrangements, including the establishment of a Programme Board with overall responsibility for providing strategic direction for the Nottinghamshire Music Education Hub, be noted.

Steve Bradley

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Constitutional Comments

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

Financial Comments (NDR 03/08/12)

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

Background Papers

Nottinghamshire Music Education Hub draft business plan 2012-2015. 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.

Electoral Division(s) and Member(s) Affected

All.

C0063

24 September 2012**Agenda Item: 9****REPORT OF THE GROUP MANAGER, BUSINESS DEVELOPMENT &
SUPPORT****ESTABLISHMENT OF BUSINESS SUPPORT POSTS IN RELATION TO THE
NOTTINGHAMSHIRE MUSIC EDUCATION HUB****Purpose of the Report**

1. The purpose of this report is to seek approval for the establishment of a total of 1.0 fte Business Support Administrator posts to support the Nottinghamshire Music Education Hub, on a permanent basis.

Information and Advice

2. Nottinghamshire County Council has been awarded funding from Arts Council England to lead the Nottinghamshire Music Education Hub from August 2012 to March 2015. The Authority will deliver some of this work through its Instrumental Music Teaching, Notts Performing Arts and County Youth Arts teams along with partnership involvement. The management and administration of the grant will be undertaken within Children, Families and Cultural Services Department and there will be a required additional staffing resource within the Business Development and Support team.
3. The application made by Nottinghamshire County Council to lead the Nottinghamshire Music Education Hub included the requirement to provide additional business support resources to meet the required administration of the grant and associated tasks.
4. It is recommended that the posts of 0.5 fte Business Support Administrator at Grade 2 and 0.5 fte Business Support Administrator at Grade 4 are established on a permanent basis, with effect from September 2012. Funding for these posts will be from the grant award and will have a nil impact on the Authority's budgets. Upon completion of the project, the posts will revert into the wider business support service.

Other Options Considered

5. The Business Development and Support Service has recently reviewed staffing levels and has implemented a revised structure. At present there are no identified staffing resources that could be redeployed to meet this additional need.

Reason/s for Recommendation/s

6. To ensure that the Nottinghamshire Music Education Hub has the correct levels of business support in place to administer the grant award.

Statutory and Policy Implications

7. 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.

Financial Implications

8. The cost of establishing the posts are outlined below:

0.5 fte Business Support Administrator (Grade 2)	£ 9,715
0.5 fte Business Support Administrator (Grade 4)	£12,705
Total	£22,420

9. The total costs of £22,420 will be funded by the grant award for the Nottinghamshire Music Education Hub and be at a nil cost to the Authority.

Human Resources Implications

10. The posts will be recruited to in line with Vacancy Control Process.

RECOMMENDATION/S

- 1) That the posts outlined in paragraph 4 are established within the Business Development and Support Service with effect from September 2012, on a permanent basis.

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Constitutional Comments (KK 12/09/12)

11. The proposals in this report are within the remit of the Early Years and Young People's Sub-Committee

Financial Comments (NDR 10/09/12)

12. The financial implications are set out in paragraphs 8 and 9 of the report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0065

24 September 2012**Agenda Item: 10****REPORT OF THE GROUP MANAGER, BUSINESS DEVELOPMENT &
SUPPORT****PROPOSAL TO RESTRUCTURE THE BUSINESS SUPPORT SERVICE FOR
THE EARLY YEARS & EARLY INTERVENTION SERVICE****Purpose of the Report**

1. The report seeks approval for the implementation of a revised structure for the Business Support team for Early Years & Early Intervention, in order to meet the needs of the Early Years & Early Intervention Service's new management structure.

Information and Advice**Background - Early Years & Early Intervention Service Review**

2. The Early Years & Early Intervention Service has recently implemented a comprehensive restructure and integration of its management functions as part of the overall Service Review. The Service's previous structure consisted of four discrete functional teams – Children's Centres, Specialist Family Support, Families Information Service and Early Intervention. The Service has moved towards a new flatter, locality based management structure which integrates all aspects of service provision and supports a revised core offer to children aged 0-12 and their families.
3. The focus of service provision within the restructured Early Years & Early Intervention Service is a Countywide network of 58 Children's Centres. Under current commissioning arrangements, services are delivered by Nottinghamshire County Council (in Newark & Sherwood, Rushcliffe and most of the Mansfield locality) in partnership with the Local Authority's Commissioned Accountable Bodies – namely Nottinghamshire Community Health Partnerships, North Nottinghamshire College and Family Action.
4. During the course of the Autumn 2012, the Early Years & Early Intervention Service and the Business Support Service will continue to work closely together to ensure the coordination and preparation for revised commissioning arrangements which will be effective from April 2013.

Context – review of business support arrangements

5. A redesigned and centrally managed business support service was established in the Children, Families and Cultural Services Department with effect from April 2011. The

staffing structures were modelled as closely as possible to support the needs of delivery services.

6. The current staffing structure for the Business Support Service for Early Years & Early Intervention is based on the Early Years & Early Intervention Service's previous team structures as outlined in paragraph 2 and is therefore not appropriate to meet the needs of the new locality based management and delivery model.
7. Interim arrangements have already been established to support the recently appointed group of Locality Team Managers with a range of general administrative functions including budget and data monitoring, and services are working closely together to secure continuity.

Proposals for restructure of Business Support Service

8. Proposals concerning a revised structure for the Business Support team for Early Years & Early Intervention were published on 20 June 2012 and the period of consultation closed on 13 July 2012. During the consultation period, a series of three briefings were attended by a total of 25 directly affected staff; as well as a member of the Early Years & Early Intervention Service Leadership Team and senior HR representatives.
9. The number of posts/grades in the current and proposed structures for the Business Support Service for Early Years & Early Intervention is summarised below. The proposal marks a reshaping of provision, and there is little change to the size of the proposed new service. Redundancies are not anticipated as a result of restructuring the service. The current structure chart is attached at **Appendix 1** and the proposed structure is contained in **Appendix 2**.

Current

Business Support Officer (Grade 5)	4.0 fte
Business Support Administrator (Grade 3)	32.5 fte
Business Support Administrator (Grade 2)	1.0 fte

Total posts **37.5 fte**

Proposed

Business Support Officer (Grade 5)	4.0 fte
Business Support Administrator (Grade 4)	1.0 fte
Business Support Administrator (Grade 3)	*31.5 fte
Business Support Administrator (Grade 2)	0.5 fte

Total posts **37.0 fte**

(* includes 3.5 FTE posts transferring to the Business Support Service for the Children's Social Care Division).

10. The proposal remodels existing provision to create a Grade 4 post through a reduction of 0.5 fte at a lower grade.
11. The key features of the proposed revised structure for the Business Support Service as shown in **Appendix 2** are outlined below:

- the proposed structure is based on a locality model and concentrates the majority of resources on those localities where service delivery takes place
- the structure seeks to establish locality based 'hubs'. These will provide cover for reception and other administrative duties at Children's Centres, allowing greater flexibility within roles, and enabling staff to develop a range of skills and experience to meet the needs of the new integrated delivery model
- in order to support the requirements of the Early Years & Early Intervention Service's remodelled Leadership Team, it is proposed to provide a core team with sufficient capacity to meet demand. This team will undertake a range of functions including budget and data monitoring, premises co-ordination and a range of general administrative duties
- the 2.5 fte Grade 3 Business Support Administrator posts within the current structure, which are based at Sandy Bank in Mansfield, will be subsumed into the Business Support structures for Children's Social Care, in order to support the operation of the new Family Assessment & Contact Service
- the 1.0 fte Grade 3 support for the Disabled Children's Access to Childcare (DCATCH) and Short Breaks service is also included within the new business support structures for Children's Social Care.

Other options considered

12. Maintenance of the status quo was rejected as this will not meet the needs of the Early Years & Early Intervention Service's new management and delivery model. The proposed structure is shaped to keep disruption to a minimum and preserve continuity.

Reason for recommendations

13. The main reason for the recommendations in this report is to ensure that the business support team is in the best possible position to underpin front line delivery functions with cost effective support.

Statutory and Policy Implications

14. 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.

Implications for Service Users

15. It is envisioned that the revised business support structures will provide more effective and appropriately positioned back up to front line work with service users.

Financial implications

16. The total cost of the current structure including employer on-costs is £840,339, while the cost of the proposed structure (including posts transferring to the Business Support Service for the Children's Social Care Division) is £834,446. The balance of £5,893 will

be used to cover any possible increase in travel and disturbance costs arising from the enabling process.

Human Resources Implications

17. These proposals have been subject to the normal consultation process with the recognised Trade Unions.
18. Directly affected staff have been consulted about the proposals in writing, via the intranet, and through a series of three briefing meetings held in different parts of the County.
19. It is proposed to utilise the County Council's corporate enabling process in order to populate the new structure, with the aim of keeping disruption to staff and the service to a minimum. It is not anticipated that there will be any redundancies arising from the proposals. A list of Frequently Asked Questions relating to the enabling process and Human Resources implications in general has been published on the intranet.

RECOMMENDATION

- 1) That implementation of a revised structure for the Business Support Service for Early Years & Early Intervention, with effect from 1 October 2012, be approved.

Gill Thackrey
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Constitutional Comments (LM 31/08/12)

20. The Early Years and Young People's Sub Committee has delegated authority within the Constitution to approve the recommendations in the report.

Financial Comments (NDR 03/09/12)

21. The financial implications are set out in paragraph 16 of the report.

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0067

Business Support Service

Youth, Families & Culture
Early Years & Early
Intervention
July 2012

**Business Support
Team Manager
Youth, Families & Culture**

APPENDIX 1 - CURRENT

**BSO5 x 1 FTE
Newark & Sherwood
Children's Centres**

**BSO5 x 1 FTE
Mansfield Children's Centres
Families Information Service
and DCATCH/Short Breaks**

**BSO5 x 1 FTE
Specialist Family Support
and Rushcliffe and Ashfield
Children's Centres**

**BSO5 x 1 FTE
Early Intervention and
Central Children's Centres**

Children's Centres N&S

BSA3 x 6 FTE
Trent Villages (1 FTE)
Ollerton & Boughton (1
FTE)
Hawtonville (1 FTE)
Bridge(1 FTE)
Sherwood East (1 FTE)
Sherwood West (1 FTE)

Children's Centres - Mansfield

BSA3 x 7 FTE
Titchfield (1 FTE)
Ravensdale (1 FTE)
Forest Town(1 FTE)
Warsop (1 FTE)
Mansfield Woodhouse (1 FTE)
Bellamy (1 FTE)
Oaktree (1 FTE)

**DCATCH/Short Breaks
(Sherwood Energy Village)**

BSA3 x 1FTE

**Families Info Service
(Sherwood Energy Village)**

BSA2 x 1 FTE

Children's Centres Rushcliffe

BSA3 x 2 FTE
Abbey & East Leake (1 FTE)
Bingham (1 FTE)

Children's Centres Ashfield

BSA3 x 1 FTE
Butler's Hill(1 FTE – recharged to
PCT)

Specialist Family Support

BSA3 x 7.5 FTE
Sandy Bank (2.5 FTE)
Ollerton (1.5 FTE)
Hawtonville(1 FTE)
Gedling View (1 FTE)
Beeston(1.5 FTE)

Early Intervention

BSA3 x 6 FTE
Meadow House (3 FTE)
County Hall (3 FTE)

Children's Centres – Central

BSA3 x 2
County Hall(1 FTE)
Mansfield Woodhouse CC
(1 FTE)

Business Support Service

Youth, Families & Culture
Early Years & Early
Intervention
July 2012

**Business Support
Team Manager
Youth, Families & Culture**
APPENDIX 2 - PROPOSED

**BSO5 x 1 FTE
Newark & Sherwood
and Bassetlaw**

**BSO5 x 1 FTE
Mansfield**

**BSO5 x 1 FTE
Ashfield, Broxtowe,
Gedling & Rushcliffe**

**BSO5 x 1 FTE
Core team**

BSA3 x 8 FTE

Balderton/Hawtonville
(2 FTE – Newark hub)
Clipstone (Sherwood East)
(2 FTE – Sherwood hub)
Rainworth (Sherwood West)
(1 FTE)
Bridge (1 FTE)
Trent Villages/Ollerton
(1 FTE)

Bassetlaw locality hub -
venue to be confirmed
(1 FTE)

BSA3 X 8 FTE

Mansfield Woodhouse
(3 FTE – Mansfield hub)
Warsop (1 FTE)
Ravensdale/Forest Town (1
FTE)
Titchfield (1 FTE)
Bellamy/Oaktree
(2 FTE)

*Sandy Bank
(BSA3 2 .5 FTE - moving to
CSC business support)*

BSA 3 X 8 FTE

West Bridgford/Ruddington
(2 FTE – Abbey CC –
Rushcliffe hub)
Bingham/Cotgrave
(1 FTE)
East Leake/Keyworth
(1 FTE)

Gedling locality hub – Gedling
View FC
(1 FTE)
Broxtowe locality hub –
Beeston FC
(1 FTE)

Ashfield locality hub – Butler's
Hill CC (2 FTE)
(including 1 FTE recharged to
PCT)

BSA4 x 1 FTE

Head Office budget/data
monitoring support

BSA3 x 4 FTE

Locality Manager support
(2 FTE)
CAF administration (1 FTE)
(currently based at Meadow
House)
2 yr entitlement (1 FTE)
(currently based at Mansfield
Woodhouse CC)

BSA2 x 0.5 FTE

*Sherwood Energy Village
DCATCH/Short Breaks
(BSA3 1.0 FTE moving to
CSC Business Support)*

