

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

**Monday, 14 December 2015 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 16 November 2015   | 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  | Accessibility Strategy (Support to Schools) for Nottinghamshire  | 7 - 32  |
| 5  | Policy and Process Guidance for Discretionary Payments towards the provision of adaptations to homes of foster carers, adoptive parents or special guardians.docx  | 33 - 48 |
| 6  | Nottinghamshire Family and Parenting Strategy  | 49 - 70 |
| 7  | Nottinghamshire Outstanding Achievement 4Uth Award 2015  | 71 - 74 |
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| 10 | Change in Establishment of the Independent Chair Service   | 83 - 86 |
| 11 | Work Programme   | 87 - 92 |

## **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 Sara Allmond (Tel. 0115 977 3794) 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 16 November 2015 (commencing at 10.30am)

**Membership**

Persons absent are marked with an 'A'

**COUNCILLORS**

John Peck JP (Chairman)  
Liz Plant (Vice-Chairman)  
Kate Foale (Vice-Chairman)

	Boyd Elliott	Mike Pringle
	Stephen Garner	Philip Owen
	Alice Grice	Sue Saddington
A	Keith Longdon	John Wilmott

	Ex-officio (non-voting)
A	Alan Rhodes

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

A	Ms Gail Neill
	Mr David Richards JP

**OFFICERS IN ATTENDANCE**

Chris Few	Chair, NCSB
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Marion Clay	Children, Families and Cultural Services
Steve Edwards	Children, Families and Cultural Services
Jon Hawketts	Children, Families and Cultural Services
Derek Higton	Children, Families and Cultural Services
Laurence Jones	Children, Families and Cultural Services
Philippa Milbourne	Children, Families and Cultural Services
Colin Pettigrew	Children, Families and Cultural Services
John Slater	Children, Families and Cultural Services

Gary Eves	Public Health
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Alison Fawley	Resources
Will Hurst	Resources
Geoff Russell	Resources

Carl Bilbey                      Conservative Group Researcher  
Michelle Welsh                Labour Group Researcher

## **MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 19 October 2015, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

## **APOLOGIES FOR ABSENCE**

None

## **DECLARATIONS OF INTEREST**

None

## **AGENDA ORDER**

The Committee agreed to take agenda item 11 – Nottinghamshire Safeguarding Children Board annual report 2014-15 and agenda item 6 – The Troubled Families Programme in Nottinghamshire earlier on the agenda.

## **NOTTINGHAMSHIRE SAFEGUARDING CHILDREN BOARD ANNUAL REPORT 2014-15**

Chris Few introduced the report and responded to questions and comments from Members.

### **RESOLVED 2015/087**

That the report be noted.

## **THE TROUBLED FAMILIES PROGRAMME IN NOTTINGHAMSHIRE**

Laurence Jones introduced the report and responded to questions and comments from Members.

### **RESOLVED 2015/088**

That the report be noted.

The meeting was adjourned at 10.55am for Members to observe one minute's silence in memory of the victims of the Paris terror attacks.

The meeting recommenced at 11.05am

## **PERFORMANCE REPORTING (QUARTER 2 2015-16 – SERVICES FOR CHILDREN AND YOUNG PEOPLE**

Jon Hawketts and John Slater introduced the report and presentation and responded to questions and comments from Members.

#### **RESOLVED 2015/089**

- 1) That the performance of the Council's services for children and young people during the period 1 July 2015 – 30 September 2015 be noted.
- 2) That a further report be brought to Children and Young People's Committee once the revised schools performance data was available. This report should include further analysis and to detail steps taken to address any performance issues identified.

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

John Slater introduced the report and responded to questions and comments from Members.

#### **RESOLVED 2015/090**

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

#### **CHANGES TO EARLY HELP STAFFING STRUCTURES**

#### **RESOLVED 2015/091**

That the establishment of three Early Help Case managers on a fixed term basis until 31 March 2019 be approved

#### **INFORMATION AND SYSTEMS TEAM RESTRUCTURE**

#### **RESOLVED 2015/092**

- 1) That the revised staffing structure for the Information and Systems Team be approved.
- 2) That all posts within the current structure be disestablished and those posts detailed in Appendix 1 of the report be established.
- 3) That a temporary post of Children's Lead, Mosaic Implementation be established,

#### **CHILDREN'S SOCIAL CARE TRANSFORMATION PROGRAMME – SOCIAL WORK SUPPORT OFFICER PILOT**

Steve Edwards introduced the report and responded to questions and comments from Members.

#### **RESOLVED 2015/093**

That the update on the progress of the Social Worker Support Officer (SWSO) pilot be noted.

## **CHILDREN'S SOCIAL WORK HEALTH CHECK ACTION PLAN 2015 – PROGRESS REPORT**

### **RESOLVED 2015/094**

That the progress made in carrying out the objectives of the Children's Social Care 'Health Check' action plan be noted.

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

Gary Eves introduced the report and responded to questions and comments from Members.

### **RESOLVED 2015/095**

That the development of the Children and Young People's Transformation Plan be noted.

## **WORK PROGRAMME**

### **RESOLVED 2015/096**

That the Committee's work programme be noted with an amendment to the programme to include the visit of the Regional Schools Commissioner on 22 February 2016.

The meeting closed at 12.20pm

CHAIRMAN

**14 December 2015****Agenda Item: 4****REPORT OF THE SERVICE DIRECTOR, EDUCATION STANDARDS AND  
INCLUSION****ACCESSIBILITY STRATEGY (SUPPORT TO SCHOOLS) FOR  
NOTTINGHAMSHIRE****Purpose of the Report**

1. To invite the Committee to comment on the Department's proposed Accessibility Strategy (Support to Schools), attached as **Appendix 1**, and recommend it to Policy Committee for approval at its meeting on 6 January 2016.

**Information and Advice**

2. The Equality Act 2010 replaced and consolidated the previous discrimination legislation in England and Wales. Under Schedule 10 of the Equality Act 2010, the Local Authority is required to prepare and implement an Accessibility Strategy for those schools and nurseries for which they are responsible.
3. The Strategy illustrates the methods used by the County Council to increase the extent to which pupils with Special Educational Needs and Disabilities (SEND) are supported to participate in schools' curriculums. This includes the planned improvement of the physical environment of schools; methods by which information is made available to all pupils, including those with SEND; and ways in which assistance and support is provided to schools.
4. The County Council has produced a Strategy in Draft, which is currently available via the Nottinghamshire SEND Local Offer
5. Following the implementation of the Equalities Act, there were changes to the responsibilities of schools and school governing bodies. During the summer of 2011, the County Council provided training aimed at informing schools and governing bodies of their specific roles and responsibilities. Four hot topic sessions were presented, which were open to all governors from all schools and the course was also offered to governing bodies to have the information presented directly at their school. Thirty three schools took advantage of the offer of individual training sessions.
6. Written guidance has also been issued to schools, examples of which are attached: Equality Act 2010 (summary issued to Governors in summer 2011, attached as **Appendix 2**) and Policy Checklist Maintained 2015/16 (updated each year, current copy attached as **Appendix 3**), which reminds governing bodies of the policies that should be

produced for each school and the need to consider equality legislation when changing any policies.

7. The County Council undertakes a number of initiatives aimed at increasing the access of pupils with SEND to the curriculum. One of the most visible of these initiatives relates to the physical adaptation of buildings. This is undertaken through both the provision of individual pupil specific adaptations and by the inclusion of access considerations within routine maintenance projects.
8. Requests for pupil specific adaptations are received from schools and considered by the Disabled Pupils Access Panel, which meets on a monthly basis. The Panel assesses the requests and decides what 'reasonable adjustments' might be made to improve pupils' access to the curriculum. The 'reasonable adjustments' include: specialist ICT Services; Occupational Therapy support; specialist equipment or building adaptations. The building adaptations have included the installation of hygiene suites, ramps, acoustic ceilings, platform lifts, security fencing and calming rooms.
9. During the period April 2014 to March 2015 work was undertaken in 26 (mainly primary) schools around the County to improve physical access/sensory provision. Since April 2015, another 34 projects have commenced.
10. A recent analysis of the secondary schools in the County has indicated that 69% of the schools are substantially or fully wheelchair-accessible. Of the remaining 31%, the majority of the sites have a topography that would make it financially impractical to adapt them so that all areas of the curriculum were wheelchair-accessible.
11. The Accessibility Strategy highlights the partnership between the County Council and schools in maintaining an accessible building stock. The County Council funds any necessary adjustments and schools undertake to maintain the provision and gain the County Council's agreement to make any future alterations to accessible areas.
12. The Strategy has been issued for consultation with the Nottinghamshire Participation Hub. The responses received have indicated that the Strategy clearly identifies the support mechanisms available for pupils with physical disabilities, but that it insufficiently addresses the issues of Sensory Disabilities. This is an area of development that the County Council is currently considering.
13. The maintenance of the current levels of support available to pupils in Nottinghamshire schools would not involve the need for any additional funding. Any possible future developments would, however, necessitate further consideration.

### **Other Options Considered**

14. No alternative options have been considered.

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

15. The rationale for the recommendation is to ensure that the Local Authority has in place an Accessibility Strategy, which enables it to comply with the statutory requirements of the Equality Act 2010.



## **Statutory and Policy Implications**

16. 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.

## **RECOMMENDATION/S**

That the Committee:

- 1) comments on the proposed Accessibility Strategy (Support to Schools), attached as **Appendix 1**
- 2) recommends the proposed Strategy to Policy Committee for approval at its meeting on 6 January 2016.

**John Slater**

**Service Director, Education Standards and Inclusion**

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

Jill Norman

Temporary Group Manager, SEND Policy and Provision

T: 0115 9932566

E: [jill.smith@nottsccl.gov.uk](mailto:jill.smith@nottsccl.gov.uk)

### **Constitutional Comments (LM 19/11/15)**

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

### **Financial Comments (SS 20/11/15)**

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

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

None.

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

All.

C0723



# Accessibility Strategy

(Support to Schools)

2014-2016



“ We are committed to securing excellence in education for all and we want to enable all young people in Nottinghamshire to fulfill their potential. ”

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- 5 Admissions
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# 1 Introduction

## 1 Introduction

**1.1** The aim of the Accessibility Strategy is to identify the methods by which Nottinghamshire County Council is able to assist pupils with Special Educational Needs and Disabilities (SEND) to access the National Curriculum. This is achieved through the provision of specialist support and a programme of improvement to the physical environment of the schools in Nottinghamshire.

### 1.2 Break-down of population

Nottinghamshire is a large and diverse county. It is estimated that there are currently 235,960 children and young people resident within the County between the ages of 0-25 and this number is projected to increase by 6% over the next 20 years. Of these children and young people, more than 1 in 5 have some degree of SEND; 1.2% having a Statement of SEND or an Education Health and Care (EHC) plan. The primary SEND needs identified by schools, broken down into educational stages are:

- Primary Schools – Speech, Language and Communication;
- Secondary Schools – Social, Emotional and Mental Health;
- Special Schools – Autistic Spectrum Disorder.

**1.3** Within Nottinghamshire there are a total of 338 schools, 282 are Primary, 45 Secondary and 11 Special. Of these, there are currently a total of 77 Academies; 35 Primary, 40 Secondary and 2 Special. For the purposes of this Strategy, the term 'Schools' will include Maintained schools, Academies, Free Schools and Voluntary Aided Schools.

### 1.4 Legislation

The Equality Act 2010 (The Act) consolidates and replaces the previous discrimination legislation for England, Scotland and Wales. The Act states that a pupil has a disability if they have a physical or mental impairment which has a long term and substantial adverse effect on their ability to carry out normal day-to-day activities. Physical or mental impairment includes sensory impairments such as those affecting sight or hearing. More guidance on the definition of disability is available from:

[www.equalityhumanrights.com/uploaded\\_files/EqualityAct/odi\\_equality\\_act\\_guidance\\_may.pdf](http://www.equalityhumanrights.com/uploaded_files/EqualityAct/odi_equality_act_guidance_may.pdf)

(Source: Equality and Human Rights Commission Guidance 'Reasonable adjustments for disabled pupils')

A copy of the Equality Act 2010 can be accessed via the following link:

<http://www.legislation.gov.uk/ukpga/2010/15/contents>

### 1.5 Under the Equality Act Schedule 10, the Local Authority is required to prepare and implement an Accessibility Strategy:

- for those schools and nurseries for which they are responsible
- which will increase the extent to which disabled pupils can participate in the schools' curriculums;
- which will plan the improvement of the physical environment of the schools for the purpose of increasing the extent to which pupils with SEND are able to take advantage of education and benefits, facilities or services provided or offered by the schools

- which will improve the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled
- which will indicate how the Local Authority will provide information to school governing bodies on their responsibilities with regard to the disability discrimination legislation and access issues
- which is reviewed regularly and where progress towards the aims of the Strategy are monitored appropriately.

expanded within the document 'Reasonable adjustments for disabled pupils' (please see the link to this document below):

[www.equalityhumanrights.com/sites/default/files/publication\\_pdf/Reasonable%20adjustments%20for%20disabled%20pupils\\_0.pdf](http://www.equalityhumanrights.com/sites/default/files/publication_pdf/Reasonable%20adjustments%20for%20disabled%20pupils_0.pdf)

- improve the availability of accessible information to disabled pupils
- be regularly reviewed

### **1.6 Schools must implement Accessibility Plans, which will:**

- increase the extent to which disabled pupils can participate in the curriculum
- improve the physical environment of schools to enable disabled pupils to take better advantage of education, benefits, facilities and services provided (this duty is

**1.7** Schools and school governors have a duty under the Equality Act 2010 to make reasonable adjustments to enable pupils with SEND to access the curriculum and achieve their full potential. The County Council will assist schools and school governors to meet this duty through the provision of specialist support and advice and, where appropriate, by making physical adjustments to the fabric of the school.





## 2 Vision and Values



‘We are committed to securing excellence in education for all and we want to enable all young people in Nottinghamshire to fulfil their potential.’



(source: Nottinghamshire County Council Strategic Plan 2014-2018)

## 2 Vision and Values

**2.1** The County Council is committed to the improvement of attainment for all pupils, including those with SEND. Ensuring that learning is accessible to all children and young people in ways that will enable each individual to achieve the best outcomes for them is the guiding principle that underpins this strategy.

**2.2** Nottinghamshire County Council’s ‘Pathways to Provision’ sets out guidance to support practitioners in identifying a child, young person and/or family’s level of need, and clarifies the referral pathways to the most appropriate services. The Pathway can be accessed through the search facility on the County Council’s webpage, or by using the following link:

[www.nottinghamshire.gov.uk/caring/childrenstrust/pathway-to-provision/pathway-to-provision-documents/](http://www.nottinghamshire.gov.uk/caring/childrenstrust/pathway-to-provision/pathway-to-provision-documents/)

**2.3** Nottinghamshire’s SEN Strategy is currently detailed within two documents; Inclusion Plus and 5 Steps to Collective Responsibility. A comprehensive review of the Nottinghamshire SEN Strategy will take place during 2015/16.

### a) Inclusion Plus – SEN and Inclusion Strategy for Nottinghamshire 2009-2012

<http://cms.nottinghamshire.gov.uk/inclusionplussenandinclusionstrategyfornottinghamshire2009-2012.pdf>

This document summarises the outcomes of a comprehensive review of SEN and Inclusion that was undertaken throughout 2008. The report identified four priorities for improvement:

- **Behaviour**

To create balanced and graduated provision and responses that meet the needs of a range of children and young people with behavioural needs. This issue was expanded within the behavior strategy – 5 Steps to Collective Responsibility.

- **Financial Resources**

Nottinghamshire has a strong partnership with schools and, in consultation with the Schools Forum, is continuing to review and adjust the devolution of funding so that it can be targeted accurately to address local need.

- **Graduated Response**

To develop a graduated range of responses, including specialist, targeted and universal support.

This is being addressed through the development of specialist support for learning in mainstream school settings; improving the physical environment within schools through the County Council's capital and maintenance programmes; developing extended services and opportunities for children and young people within the special school population

- **Integrated Locality Teams**

This initiative aims to develop an integrated, locality based support service that responds to the needs of individuals, their families and their localities. This is aimed at developing services to reduce 'gaps' in educational achievement between those pupils with SEND and those without.

- b) **5 Steps to Collective Responsibility**

This is a strategy for improving arrangements for children and young people with social emotional and behavioural difficulties (now classified as Social Emotional and Mental Health – SEMH).

A copy of the document is found at:  
<http://bit.ly/1Wtrus6>





## 3 Key Services

### 3 Key Services

**3.1** The County Council operates a number of initiatives aimed at supporting Access to the Curriculum for children and young people with SEND, including:

- The devolution of funding streams directly to schools, to enable the effective local distribution of funding. This includes:
  - Additional Family Needs Funding (schools to direct queries to casework. [teamleader@nottsc.gov.uk](mailto:teamleader@nottsc.gov.uk))
  - High Level Needs Funding (schools to direct queries to: [hln.panel@nottsc.gov.uk](mailto:hln.panel@nottsc.gov.uk))
- Physical Disability Support Service – consists of specialist teachers, who provide specialist advice to schools to promote the inclusion of pupils with complex physical or medical needs. Referrals are usually made by Schools
- Disabled Pupils Access Panel – the panel consists of representatives from Education and Health (including specialist input from Occupational Therapists) and co-ordinates the allocation of resources to enable physical access to schools (see Section 4 – Pupil Specific Adaptations)
- Inclusive Technology Panel – the panel consists of specialist teachers from the Schools and Families Specialist Services and co-ordinates the provision of specialist ICT equipment to pupils. Referrals are usually made by schools and specialist teachers.
- Communication Aids Panel – the panel consists of representatives from Nottinghamshire County Council, Nottingham City Council and Health (including specialist advice from Speech and Language Therapists) and co-ordinates the provision of specialist communication aids to enable pupils for whom such a device is the only way that they have of communicating to

express themselves and access the National Curriculum. Referrals are made by NHS Speech and Language Therapists.

- Complex Health Needs Panel – the panel consists of representatives from Health and Education and co-ordinates the provision of support for specialist health needs in schools, particularly those cases where invasive support is required e.g. diabetes and epilepsy. Referrals are made by schools and the Panel meets annually to consider requests for the coming school year.

**3.2** The Nottinghamshire SEND Local Offer is a resource that provides information about the help and support available for children and young people with SEND in Nottinghamshire aged 0 – 25 years. It covers services and provision across education, health and social care within the public, private and voluntary sectors. It provides access to universal services for all children and young people with SEND, as well as targeted and specialist support for those with more complex needs, who may additionally have an EHC Plan. The Local Offer can be accessed at: [www.nottinghamshire.sendlocaloffer.org.uk](http://www.nottinghamshire.sendlocaloffer.org.uk).

**3.3** A minority of children and young people with particularly complex needs will require support through a statutory Education Health and Care (EHC) Plan. This plan replaces the statement of Special Educational Needs. Further information about the EHC Plan pathway can be obtained by viewing the Nottinghamshire County Council's EHC Plan animation via the link below:

<http://nottinghamshire.familyservicedirectory.org.uk/kb5/nottinghamshire/directory/site.page?id=zWZ8hGAI9vw>

and/or via the EHC Plan leaflet –

<http://search3.openobjects.com/mediamanager/nottinghamshire/fsd/files/ehcplanpathway.pdf>

# 4 Pupil Specific Adaptations

## 4 Public Specific Adaptations

**4.1** The County Council ensures compliance with the specific duties contained within the Equality Act 2010 that refer to the physical adaptations to buildings necessary to ensure the provision of access for pupils with Special Educational Needs and Disabilities (SEND). The County Council seeks to increase accessibility across the range of schools available to the families of children and young people with SEND in Nottinghamshire. The County Council will work with schools to ensure that the investment made provides robust and enduring facilities for the current and future school population.

This will be achieved through:

- Individual pupil specific adaptations – the identification of access issues and how they will be addressed
- Routine building projects - ensuring that consideration is given to the impact upon pupils with SEND of any planned building maintenance or new building projects.

**4.2** The County Council Access Officer provides expert access advice to the County Council and Schools to assist them to comply with their statutory duties, including the Public Sector Equality Duty. The advice provided will identify the 'reasonable adjustments' that could be made to enable pupils, staff and the public to access the services provided. The Access Officer is also able to provide specialist access advice to any member of the public.

**4.3** Requests for specialist assessments are made by schools to the Disabled Pupils Access Panel, which meets on a monthly basis. These requests usually follow consultation with parents and health or other relevant professionals. Further information and referral forms can be obtained from the PDSS by e-mail at [pdss@fountaindale.notts.sch.uk](mailto:pdss@fountaindale.notts.sch.uk)

**4.4** The Panel considers applications from Schools relating to perceived Access issues and arranges for the appropriate assessments to be made. The assessments will identify any 'reasonable adjustments', including physical adjustments, that may be necessary, either by the School or the County Council to enable the pupil to access the curriculum. These 'reasonable adjustments' could cover a variety of requirements, which could include: specialist ICT Services, Occupational Therapy support, curriculum support, specialist equipment or building adaptations. Consideration is also given to whether alternative, more accessible, provision might be available, to inform families of their full range of choice.

**4.5** Where adaptations are required to a building following an assessment of the pupils' needs, these are classified either as:

- Design projects (larger projects e.g. hygiene suite extension; lift extension etc.) These are longer-term projects that require building regulations or planning approvals
- or
- Fast Track projects (small to medium projects e.g. internal adaptations; external ramps etc.) These are generally short-term building projects to provide minor adaptations.

**4.6** Where the Access Officer has identified physical adaptations that are necessary to enable the pupil to access the building, they will liaise with the school and commission the appropriate adaptations. With respect to Academies, this may involve the provision of funding directly to the Academy to enable them to undertake the work. The Academy will be required to enter into an agreement with the County Council. This agreement will recognize the funding, the specification for the provision and an understanding that the provision cannot be removed or remodeled in the future without the agreement of the County Council.

**4.7** The County Council's maintained schools would be required to seek Landlord's Consent from the Council if they were to consider the removal or remodeling of any provision made by the County Council.

## 5 Admissions

### 5 Admissions

- 5.1** Nottinghamshire County Council seeks to provide good quality advice, support and information to parents and carers of children with SEND who are in the process of choosing a school for their child.
- 5.2** The County Council supports children and young people, wherever possible, to attend local mainstream schools through the provision of appropriate support, which could include undertaking adaptations to the school site.
- 5.3** In addition, advice and support is available through the School Admissions Team (<http://www.nottinghamshire.gov.uk/learning/schools/admissions/contacts/>) on issues relating to school admissions and appeals for families who are finding it a daunting process. Specific queries can be emailed to [admissions.ed@nottscc.gov.uk](mailto:admissions.ed@nottscc.gov.uk)
- 5.4** Information relating to admissions issues can also be accessed through the Nottinghamshire SEND Local Offer or by contacting the Information, Advice and Support Service (IASS) which includes the former Parent Partnership Service, who can provide advice and support to families who are anxious or concerned about the process.
- 5.5** Nottinghamshire County Council operates a Fair Access Team, which provides assistance for families who are experiencing difficulties with locating a school placement. Referrals to the Fair Access Team are normally made via the Admissions Team.

## 6 Transport

### 6 Transport

- 6.1** The Nottinghamshire County Council 'Home to School' transport policy details the support available to assist children to travel to school. Further details are available from the Nottinghamshire County Council website: <http://www.nottinghamshire.gov.uk/learning/schools/schooltravel/>
- 6.2** The County Council operates a Travel Training Programme, which aims to train children and young people with SEND to become more independent travellers. Details of the scheme are available from the following link: <http://www.nottinghamshire.gov.uk/travelling/travel/itt/>

## 7 Publication of the Accessibility Strategy

### 7 Publication of the Accessibility Strategy

The Strategy is to be reviewed on an annual basis and it should be noted that the information contained within the Strategy is current at the time of writing.

We will promote and publish our Accessibility Strategy:

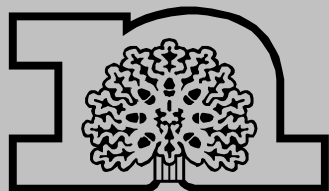
- Via the Nottinghamshire County Council's website
- Via the Nottinghamshire County Council's intranet
- Via the Nottinghamshire Local Offer
- By ensuring the strategy is available in different formats, when requested





If you require this information in an alternative language,  
large font, braille, audio tape or text only version, please  
call 0300 500 80 80.





**Nottinghamshire  
County Council**

# The Equality Act 2010

Report for action summer term 2011

## 1. Summary

This report is to bring to the attention of governing bodies their statutory duties under the new legislation and the time-frame for implementation.

## 2. Action for governors

Governors should receive and note the specific guidance for schools relating to the general and specific duties placed on them following the implementation of the Equality Act 2010.

Governing bodies will need to:

- familiarise themselves with both the general and specific duties contained in the Act
- collect and publish information relating to equality and the school by 31<sup>st</sup> December 2011 (and thereafter, annually from the first date of publication)
- analyse this equality information and ensure that in reviewing and developing new policies, due regard to matters of equality are considered at the outset
- in the process of analysing the equality information, actively engage those who have a vested interest in matters of equality (i.e. those individuals or groups which represent those with the protected characteristics)
- develop and publish a set of equality objectives by 6<sup>th</sup> April 2012, which are in an accessible format, and which should be reviewed at least every four years thereafter
- consider whether to adopt an Equality Policy or Scheme and/or action plan to support the school's equality work
- consider whether to nominate a governor to have responsibility for overseeing this area of work.

## 3. Background information

Prior to 6<sup>th</sup> April 2011 schools were required to have a race equality policy and action plan, a gender equality scheme and a disability equality scheme. They were also required to report, record and investigate racist incidents and share this information with the LA. On 1<sup>st</sup> October 2010 the Equality Act consolidated all previous equalities legislation to include race, religion or belief, gender and gender reassignment, sexual orientation, age, disability, pregnancy and maternity and marriage and civil partnerships. These are referred to as protected characteristics. However, there are a number of key exemptions within the Act and consequently not all strands apply to schools in the same way as they do to other public bodies. As previously, the general duty requires schools to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity, and foster good relations between people. The intention is that this legislation will help to embed equality within our institutions and that it will be at the heart of all decision-making and an organisation's day to day functions. To be compliant, schools will have to act on their specific duties as outlined above within the time-frame described. Schools which have established good practice, based on their previous implementation of the previous legislation, should find the changes relatively straightforward as the Act builds further on what was already in place. However, it is recognised that some of the changes will represent a number of challenges for schools and

governing bodies and therefore schools are encouraged to respond in a way that is proportionate to their size and resources, assessing the relevance of the issues based on their own context.

#### **4. Legal basis**

On October 1<sup>st</sup> 2010, the Equality Act came into being, replacing and strengthening existing equalities legislation relating to all public bodies, including schools. The time-frame for implementation begins on 6<sup>th</sup> April 2011 and finishes on 6<sup>th</sup> April 2012. There are implications for schools both as service providers and employers.

#### **5. Further advice and training**

This legislation is likely to be subject to case law and future amendment, therefore, information and guidance will be updated on a regular basis following any further changes. Governors are encouraged to direct specific enquiries regarding the implementation of the Act, to the Team Manager, Achievement and Equality Team, either by email or telephone. A number of Hot Topic sessions will also run across the authority. Additional school- based training courses will be provided on request by the Achievement and Equality Team. All enquiries regarding such training should be made in the first instance through Governor Services.

#### **6. Equal opportunities implications**

Governing bodies need to deliver on both the specific and general duties outlined by the Act in order to demonstrate compliance. Failure to act upon the duty within the timeframe out-lined above will result in schools being vulnerable to legal challenge.

#### **7. LA contact name/telephone number/email address**

Sarah Lee  
Team Manager, Achievement and Equality Team  
0115 854 6440  
sarah.lee@nottsgov.uk

#### **8. Wired link**

From the opening page of Wired, go to *Wired Communities*, then to the Community entitled *Achievement and Equality (A&E)*. Within the *Document Library* (choose from the drop down menu) is a folder entitled *Equality Act 2010*. Documents here include:

- “What equality law means for you as an education provider – schools” is a guide produced by the Equality and Human Rights Commission explaining what you must do to meet the requirements of the law.
- “Equality Act 2010: Advice for school leaders, school staff, governing bodies and local authorities” is guidance from the Department for Education to help schools understand how the Equality Act 2010 affects them.



## **Policies and information that governing bodies are required to have 2015/16 Community, voluntary controlled and voluntary aided and foundation schools**

Governing bodies are required to hold each of these policies and other documents, as outlined, however:

- the drafting of school policies can be delegated to any member of school staff;
- there is no requirement for all policies to be reviewed annually; and
- not all policies need to be signed off by the full governing body.

This document also covers how often each policy must be reviewed. There are instances where statutory guidance states that policies and procedures should be in place. Although this is not the same as a legal requirement, this document makes clear the policies referenced in statutory guidance. This could be:

- statutory policies required by education legislation
- statutory policies required by other legislation which impact particularly on schools
- other statutory documents.

A list of policies recommended by the Local Authority is also included.

All changes/additional information from the 2014/15 policy checklist have been highlighted in red.

	In place Yes/No	Recommended date of next review	Date of next review/proposed action/delegation to committee/individual	Has due regard been given to Equalities Act legislation
Accessibility plan		Every three years		
Admissions arrangements (including planned admission numbers)		Arrangements to be determined annually		
To consider County Council admission arrangements and respond as appropriate (community and voluntary controlled only)		Any changes must be consulted on and where no changes are made, consultation is required at least every seven years		
Admission arrangements (including planned admission numbers, supplementary information forms and 6 <sup>th</sup> form arrangements as necessary). To review and set oversubscription criteria (voluntary aided and foundation schools)		Arrangements to be determined annually. Any changes must be consulted on and where no changes are made, consultation is required at least every seven years		
Appraisal policy and guidance		Annually. Should be reviewed in line with school pay policy and school capability policy		
Behaviour principles written statement		Governing body free to determine		
Capability of staff		Governing body free to determine		
Single Central record (SCR) vetting and safer recruitment checks		Live document covering staff currently employed. Regular checks throughout the year to ensure document up to date and updates e.g. Prohibition from Teaching Checks (2014) and Children's Act Disqualification Regs (2015) are applied		
Charging and remissions		Governing body free to determine		

Child protection policy and procedure		Reviewed and signed off by the governing body at the first meeting of each new school year		
Complaints procedure statement and complaints policy and procedure		Governing body free to determine		
Data protection policy Schools are 'Data Controllers' under the Data Protection Act and must 'Notify (register with) the information commissioner's office'		At least every two years		
Early years foundation stage (EYFS). Those delivering the EYFS are required to have policies and procedures on a range of issues covering <del>learning and development</del> , safeguarding and welfare. These are set out in detail in the 'Statutory framework for the Early Years Foundation Stage'. An EYFS profile assessment is required for each child during the academic year they reach the age of five (for most children this is the reception year in primary school) and nursery settings catering for children under three must complete a summary check when a child is aged two Schools are not required to have separate policies to cover EYFS requirements where they are already met through an existing policy		Varies – please see guidance		
Emergency plan		Governing body review annually		
Equality information and objectives (Public Sector Equality Duty) statement for publication. Under specific duties, governing bodies, local authorities and proprietors are required to draw up equality objectives every four years and annually publish information demonstrating how they are meeting the aims of the general public sector equality duty		Every four years and publish information annually		

Freedom of information publication scheme. The Freedom of Information Act 2000 gives a right of access to information held by public bodies, including schools (Schedule 1, Part IV), who must comply with the Act and produce a Publication Scheme (Section 19)		<del>Every four years and publish information annually</del> Governing Body free to determine		
Governors' allowances (Scheme for paying)		Governing body free to determine		
Health and safety policy. (Applies to local authorities on behalf of community and voluntary controlled schools and PRUs)		Governing body or proprietor or local authority free to determine		
Home School Agreement		Governing body free to determine		
Instrument of Government		Governing body free to determine		
Minutes of and papers considered at meetings of the governing body and its committees		On-going		
Pay policy and guidance		Annually or in line with changes to school teachers pay and conditions document and changes to support staff pay arrangements		
Premises management. There are many aspects of school premises that require safe management and maintenance such as asbestos, fire safety and statutory testing. For an overview of the legislation and compliance requirements, please see the <a href="#">Compliance Monitoring for Council Buildings</a> report available from the Federation of Property Societies' website. This sets out the responsibilities for employers and duty holders. For maintained schools, both local authority and schools have responsibility for the repair and maintenance of premises. Speak to health and safety service on 01623 434032/3 for further advice and guidance		See guidance from appropriate service		
Register of business interests		Governing body to determine subject to the local authority scheme		

Register of pupils admission to school		Live document		
Register of pupils' attendance GB can delegate to the HT the keeping of the attendance register and the register can be kept and updated daily by appropriate school staff		Live document		
School behaviour and anti-bullying policy		Headteacher free to determine		
School information published on a website. The School Information (England) (Amendment) Regulations 2012 <a href="http://www.legislation.gov.uk/ukxi/2012/1124/pdfs/ukxi_20121124_en.pdf">http://www.legislation.gov.uk/ukxi/2012/1124/pdfs/ukxi_20121124_en.pdf</a>		Live – must be updated as soon as possible after a change and at least annually		
Sex education policy		Governing body free to determine		
Special Education Needs policy. Including SEN information report – to be available on school website – from 1.9.14)		The SEN Information Report should be updated annually and any changes to the information occurring during the year should be updated as soon as possible		
Staff discipline, capability, grievance and safer working practices		Governing body free to determine		
Staff pay policy		Annually		
Statement of procedures for dealing with allegations of abuse against staff		Governing body free to determine. Normally considered in line with school disciplinary procedure		
Supporting pupils with medical conditions		Governing body free to determine		
Teachers' performance pay progression and support staff pay progression. All pay decisions for teachers must be linked to performance through appraisal. All pay decisions for the HT and leadership group must be applied in line with School Pay Policy		Annually and be kept up to date to take into account any legal changes or changes in the staffing structure, which have an impact on discretionary pay decisions Review HT IPR if circumstances change in line with Pay Policy		

<b>Policies recommended by the Local Authority</b>				
Attendance policy (not maintained nursery)				
Collective worship policy				
Equality policy (not a legal requirement but considered best practice)				
Exclusion of pupils policy				
Finance policy				
Governing Body code of conduct				
Governor induction and development policy				
Governor school visits policy (including monitoring)				
<b>Health and safety policies</b>				
Health and safety governor school visit including monitoring		Governing body to complete formal site inspections at least twice a year		
School management of asbestos policy		Governing body to implement and review		
Individual curriculum subject policies				
Lettings policy				
<b>Personnel recommended policies</b>				
See HR site on Wired				
Communities – HR guidance – Document library				
Adoption				
Annual leave and leave of absence				
Appraisal		GB free to determine		
Capability Procedures		GB free to determine		
Code of Conduct				
Contractual working hours				
Cover supervision				
Equalities				
Fixed term contracts				
Flexible working				
Grievance				

Harassment				
Induction				
Industrial action				
Job sharing				
Managing attendance				
Maternity				
One to One Tuition				
Overtime and other payments				
Parental leave				
Paternity				
Pay Policy				
Recruitment and selection				
Reduction in staffing				
Retirement and pensions				
Safer recruitment				
Teachers pay and conditions		Revised arrangements for the appointment of HT and calculating leadership group pay came into force 1.9.2014		
TUPE guidance				
Whistle blowing				
Pupil off-site visits policy (including residential visits)				
Use of force policy (or would be expected to have a written statement within the behaviour policy)				
Vision and Ethos statement				

This is not an exhaustive list and schools will have additional policies which they may wish to include.





14 December 2015

Agenda Item: 5

## **REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE**

### **POLICY AND PROCESS GUIDANCE FOR DISCRETIONARY PAYMENTS TOWARDS THE PROVISION OF ADAPTATIONS TO HOMES OF FOSTER CARERS, ADOPTIVE PARENTS OR SPECIAL GUARDIANS**

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

1. This report invites the Committee to comment on the proposed policy and process guidance documents, attached as **Appendix 1**. This policy is applicable where foster carers, adoptive parents or Special Guardians of a child/ren on behalf of Nottinghamshire County Council (NCC) may be considering an adaptation to their property in connection with their role.
2. The Committee is also asked to recommend the proposed policy and process guidance to Policy Committee for approval at its meeting on 6 January 2016.

#### **Information and Advice**

3. Children's Social Care (CSC) receives requests for financial support from service users (foster carers, adoptive parents, family and friends through Special Guardianship Orders), to adapt their home property to provide a permanent placement for a specific child, or to increase capacity to provide a placement for a non-specific child.
4. There is established custom and practice which involves report submission to Children and Young People's Committee and extensive liaison with Legal Services. However, absence of specific Policy Procedure and Guidance (PPG) has left the Authority potentially vulnerable to legal challenge. This policy provides a comprehensive and clear process, and ensures greater transparency and equitable use of resources, which is targeted at those most in need.
5. The policy is underpinned by principles which inform all decision making. These are that wherever possible children should be able to live in a stable family-based setting for the duration of their childhood with any siblings, and placement moves should be minimal. The process itself should be equitable regardless of placement type. Public funds should be used responsibly and fairly, and the process should be fair and transparent
6. The objectives are clearly defined, which are:
  - to increase the number of placements
  - to provide permanence for specific Looked After child/ren or young people

- to provide permanence for specific children / young people to whom the Local Authority has responsibility.
7. The financial assistance will typically be to adapt or extend the present property to create extra room, or in exceptional circumstances to provide assistance to buy a bigger property to alleviate overcrowding or take extra children.
  8. In order to be eligible to apply for financial assistance, service users must either be foster carers of NCC children, adopters of NCC children, or family and friends/carers of children who are under a Care Order or subject to Care Proceedings.
  9. These eligibility requirements must be in place before an application for an adaptation to a property can be made. Therefore any request for funding made to the County Council must satisfy at least one of the following criteria before it can be considered:
    - to provide extra capacity in their home to care for another child on behalf of NCC
    - to secure a long-term placement for a child already in their care
    - to enable sibling groups for whom they are caring to remain together
    - to meet the needs of a child with multiple disabilities in their care
    - to meet certain health and safety requirements, which otherwise would mean that a child in their care would have to be moved.
  10. Carers must also be the legal owner of the property in question before an application for an adaptation can be considered.
  11. If carers meet one or more of the eligibility requirements outlined above, the social worker should have discussions with the carers, and consider:
    - alternative options for finance
    - the need for legal contracts and charges, including claw back arrangements
    - the ability of the carers to contribute financially towards some of the costs.
  12. Further discussions should also take place with the child/ren's social worker and Independent Reviewing Officer, where appropriate. This will ensure that any decisions are based on full information regarding plans for the child.
  13. If there is merit in the proposal, the Team Manager (Fostering) will agree if an application can be made. It will be made clear to the carers that this does not guarantee that a grant will be made.
  14. Upon the approval of the Team Manager, the carers are required to obtain three quotes for the cost of the proposed building work. The lowest quote is usually the one that is agreed by the County Council.
  15. A new application form has been created, which is completed by the fostering social worker, together with the carer. This includes an analysis of the risk and benefits of the proposed adaptations from the child's perspective.

16. NCC adopts a flexible, shared-cost policy in relation to these grants. Therefore, there is some expectation that carers make a financial contribution to the cost of the adaptation, where possible.
17. If the application for funding is over £2,500, carers complete a Financial Statement. This includes evidence of carers' sources of income and expenditure, Council Tax, mortgage repayments, value of their property, private pensions, court commitments and savings.
18. This information is needed as possible increases to the value of the carer's property and their potential ability to generate income as a result of the funding, are taken in to account. This is in order to determine how much NCC will consider funding, and how much the Council expects carers to contribute as part of the process. It is the responsibility of the Group Manager to make this decision.
19. The completed application form is assessed by the relevant Children's Service Manager, who forwards on to the Group Manager for amounts over £2,500. For amounts in excess of £30,000, a report will be drafted to go to the Children and Young People's Committee.
20. For all amounts approved, carers must sign a Financial Assistance Agreement. For amounts over £10,000, a Legal Charge is also needed. NCC will then authorise payment and the building work can begin.
21. The carers will manage the building project and must obtain the necessary building/planning permissions. It will also be their responsibility to talk to their mortgage provider about the proposed adaptation work if applicable.
22. The Council usually releases the money in three instalments - the last one being when the work has been completed to the satisfaction of a building inspector.
23. The social worker will ensure that the work progresses satisfactorily, and any delays or difficulties are promptly reported back to Team Managers and Service Managers.
24. Approval and tracking of the application is provided within the application form and is overseen by the Service Manager. Improved tracking means that changes in the carer's circumstances can be readily highlighted, and Children and Young People's Payments will set up an alert system to refer back to the Service Manager on an annual basis for review.
25. As potentially large sums of money are involved, legal agreements (as mentioned in **paragraph 20**) will need to be put in place.
26. For amounts up to £10,000, the legal contract is a Financial Assistance Agreement. This details the financial assistance offered, including the conditions by which the grant will be paid, and what will happen if carers breach their part of the agreement. In some circumstances, this may include repayment of the grant if carers choose not to continue as a carer. This must be signed by carers and a representative from NCC.
27. For amounts over £10,000, a Legal Charge is also needed. This makes clear any expectations of carers in connection with the grant, including any terms and conditions of the money being granted. Typically this agreement will set out expectations about a carer's

intention to continue as a carer, and what may happen if they choose to stop caring for a child/ren, including repayment of the grant to NCC.

28. If the application for funding is less than £2,500, NCC will pay in full if the application is successful in the approvals process.

### **Other Options Considered**

29. A working party of representatives from all relevant services and Legal Services reviewed the options thoroughly. The option of not providing any funding whatsoever was rejected as not in the best interests of the children and also potentially not cost effective.
30. Consideration was given to offering loans but this would be very difficult to enforce (for example deducting payments from carers allowances) and was therefore rejected.
31. Reviewing recent cases, it emerged that the greatest impact of adaptations had typically been smaller amounts (approx. £2,500), and therefore these amounts should be made more easy to obtain. The system therefore promotes a relatively straight forward process for carers to apply for up to £2,500 for minor adaptations which could support a child staying with them.

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

32. NCC already regularly awards grants to carers. This policy provides a robust framework, with a clear fair and straightforward process, with clear layers of decision making and accountability.
33. The benefits for NCC are that small investments such as this can provide a longer term saving by a child remaining with an internal foster carer, rather than needing to move to a more expensive external provider. It also promotes good will and encourages carers to stay with the Authority.
34. NCC will not actively promote this scheme, but will ensure social workers are aware of it and have a clear process they can share with carers should a clear need emerge. This process also takes into account the financial ability of carers to contribute, for larger amounts.
35. This means that NCC can be more targeted in its approach, and support carers who cannot afford to make changes to their own property, specifically for a child. It is anticipated that very few applications for larger amounts will be made.

### **Statutory and Policy Implications**

36. 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**

37. Any grants for adaptations under this policy would need to come from existing budgets.

## **Human Rights Implications**

38. A child's right to family life is enhanced when appropriate adaptations are provided.

## **Implications for Service Users**

39. For children, this policy helps support them to remain with carers who are committed to them, and to remain with siblings if the only barrier is space in a house.
40. Carers now have a clear process for consideration of financial support to enable this to happen. The financial assessment makes this a fairer process, so supports those less able to afford this.

## **Public Sector Equality Duty implications**

41. An Equality Impact Assessment (EqIA) has not been completed; there will be no negative effect on those with protected characteristics.

## **RECOMMENDATION/S**

That the Committee:

- 1) comments on the proposed policy and process guidance document, attached as **Appendix 1**, where foster carers, adoptive parents or Special Guardians of a child/ren on behalf of Nottinghamshire County Council (NCC) may be considering an adaptation to their property in connection with their role.
- 2) recommends the proposed policy and process guidance document to Policy Committee for approval at its meeting on 6 January 2016.

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

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

Shelagh Mitchell  
Group Manager – Access to Resources  
T: 0115 9774169 or 07793 978366  
E: Shelagh.mitchell@nottsc.gov.uk

## **Constitutional Comments (LM 23/11/15)**

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

**Financial Comments (SAS 26/11/15)**

43. The financial implications of this report are contained within paragraph 37 above.

**Background Papers and Published Documents**

None.

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

All.

C0726

## **ADAPTATIONS TO PROPERTY POLICY**

This policy is applicable where foster carers, adoptive parents or Special Guardians of a child/ren on behalf of Nottinghamshire County Council may be considering an adaptation to their property in connection with their role.

### Principles

- Wherever possible children should be able to live in a stable family-based setting for the duration of their childhood with any siblings, and placement moves should be minimal
- To be equitable regardless of placement type
- To use public funds responsibly and fairly
- To be fair and transparent

### Applies to

- Foster carers
- Adopters
- Family and Friends: SGO's, Child Arrangement Orders

### Objectives

- To increase number of placements
- To provide permanence for specific looked after child/ren or young person
- To provide permanence for specific children / young people to whom the Local Authority has responsibility

### Policy Description

- To provide grants to adapt home properties in order to achieve above objectives
- Grants will typically be to:
  - adapt present property to create extra room
  - extend present property to create extra room
  - assistance to buy bigger property to alleviate overcrowding or take extra children

### Eligibility

- Foster carers of Notts County Council (NCC) children
- Adopters of NCC children
- Family and friends / carers of children who are under a Care Order or subject to Care Proceedings

### Criteria

Any request must be able to satisfy the following:

- To provide extra capacity
- To secure long term placements for children
- To enable sibling groups to be placed together
- To meet the needs of children with multiple disabilities
- To meet health and safety requirements which would otherwise result in child being moved

In addition the council retains the right to undertake a cost benefit analysis to ensure any proposed work provides Best Value.

### Process

- Request for adaptation
- Social Worker has initial discussion with carers and provides relevant information
- Meets eligibility threshold (carer must be the legal owner of the property)
- Team Manager approval to make application (does not guarantee approval)
- Carer (foster / family / adopter) obtains 3 quotes – (info sheet to carer)
- Application completed by fostering social worker, with input from child's social worker
- If request is over £2500, financial statement is required from the applicant
- Application sent to relevant Service Manager for decision
  - Adoption Service Manager (Tracey Coull)
  - Fostering Service Manager (Jayne Austin)
  - SGO's Service Manager (Sue Rollin)

### Decision Making

NCC adopts a flexible, shared-cost policy in relation to these grants. Therefore, there is some expectation that carers make a financial contribution to the cost of the adaptation, where possible.

**Amounts up to £2500** – decision made by Service Manager (*per application, not per child*)

If Yes

- Financial Assistance Agreement sent to carers
- Once signed, work can proceed
- Finance informed

If No

- Letter to carers with reason why
- Decision logged on Framework

**Amounts £2501 - £30,000** – Decision by Group Manager (initial recommendation and report forwarded on by Service Manager)

If Yes

- Legal Department informed
- Financial Assistance Agreement sent to carers
- In addition, a Legal Charge is applied if over £10,000 (the legal charge is imposed upon the foster carer's property and serves to protect the Local Authority's investment)
- Once signed, work can proceed
- Finance informed

If No

- Letter to carers with reason why
- Decision logged on Framework

**Amounts over £30,000**, Group Manager make recommendation and report must go to Children and Young People's Committee



If Yes

- Financial Assistance Agreement sent to carers
- Legal Charge is applied
- Once signed, work can proceed
- Finance informed

If No

- Letter to carers with reason why
- Decision logged on Framework

## Payments

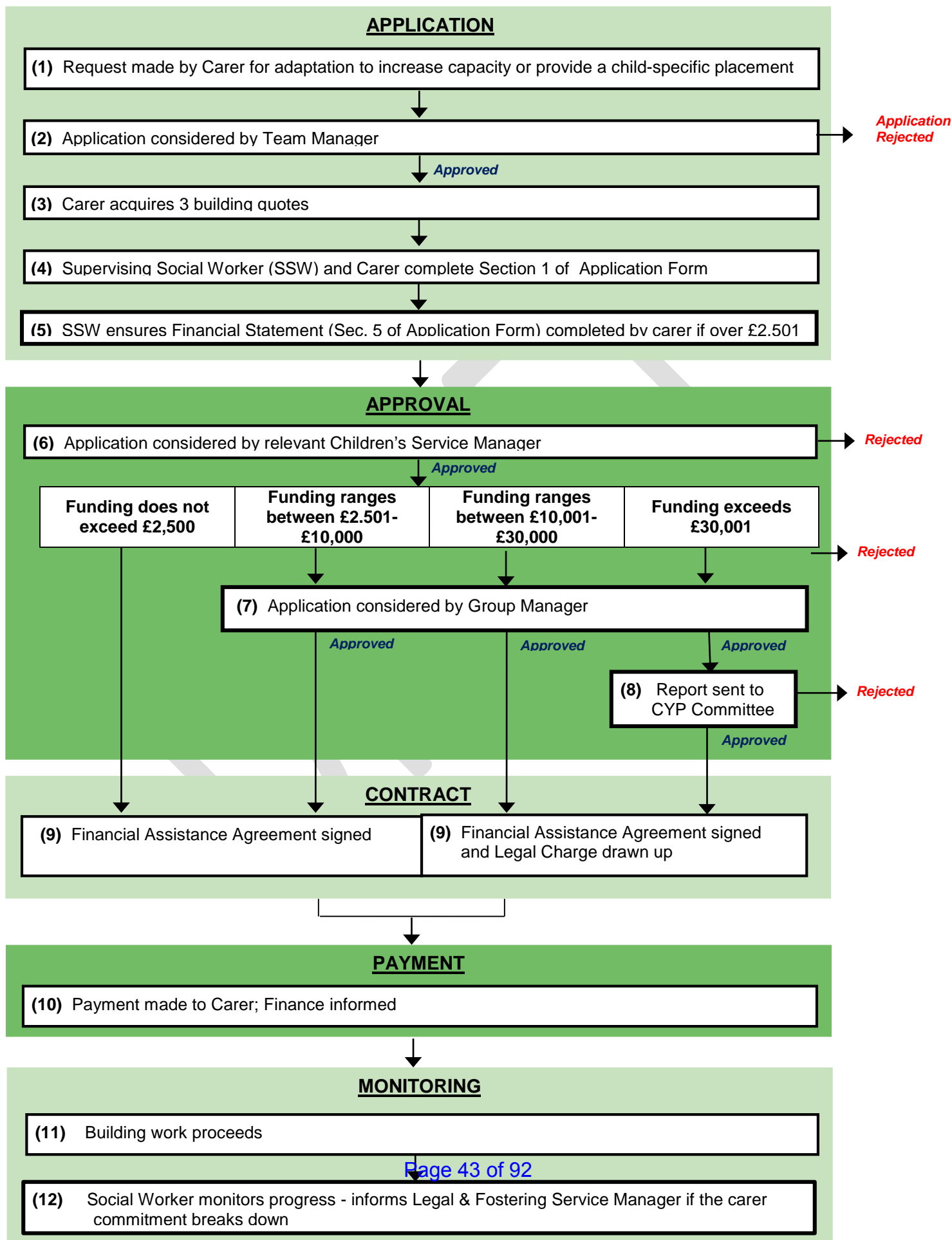
Payments for the building work are made to the foster carer in instalments and a final payment is not released until the building works have been completed to standard and to the satisfaction of a local building inspector. The payments are monitored by the foster carer's team manager and by the children and young people's payment team.

## Additional Relevant Documentation:

- **Application Form** – Request for Funding for Building Adaptations, including Financial Statement
- **Process Flow Chart**
- **Information for Carers**
- **Information for Social Workers**
- **Legal Checklist**
- **Legal FAQ's**
- **Financial Assistance Agreement** (up to £2500, £2501 to £10,000, £10,001 and above)
- **Legal Charge** (over £10,001)



## PROVISION FOR FUNDING: ADAPTATIONS TO CARERS' HOMES





## INFORMATION FOR SOCIAL WORKERS REGARDING CARERS WHO ARE CONSIDERING AN ADAPTATION TO THEIR PROPERTY

On occasions, foster carers, adoptive parents or Special Guardians of a child/ren on behalf of Nottinghamshire County Council may be considering an adaptation to their property in connection with their role.

There is a clear process by which such applications for funding from the County Council can be approved. Please refer to the [Adaptations Policy](#) and [Process Chart](#).

### (1) ELIGIBILITY

There are certain eligibility requirements in place before an application for an adaptation to their property can be made. Any request for funding made to the County Council must satisfy at least one of the following criteria before it can be considered:

- To provide extra capacity in their home to care for another child on behalf of the County Council
- To secure a long-term placement for a child already in their care
- To enable sibling groups for whom they are caring to remain together
- To meet the needs of a child with multiple disabilities in their care
- To meet certain health and safety requirements, which otherwise would mean that a child in their care would have to be moved

Carers must also be the **legal owner of the property in question** before an application for an adaptation can be considered. Therefore, if carers are renting a property, we cannot consider adapting their home.

### (2) PRE-APPLICATION PROCESS

If carers meet one or more of the eligibility requirements outlined above, please discuss the options in detail with the carer, ensuring you consider at an early stage:

- Alternative options for finance
- The need for legal contracts and charges, including claw back arrangements
- The ability of the carers to contribute financially towards some of the costs
- Provide written information to the carers - [Information for Carers](#)

Further discussions should also take place, for example with the child/ren's social worker and Independent Reviewing Officer, where appropriate.

If there is merit in the proposal, please discuss with your Team Manager who will agree if an application can be made. Please note this doesn't guarantee that a grant will be made.

Upon the approval of the Team Manager, please advise the carers they are required **to obtain three quotes for the cost of the proposed building work**. The lowest quote is usually the one that is agreed by the County Council.

### (3) APPLICATION PROCESS

Complete the [Request for Funding for Building Adaptations](#) form with the carer. Information required from the carer's at this stage includes:

- The details of the work required to their property, including the total cost obtained in their building quotation and the relevant timescales for the work to be completed
- How such an adaptation will benefit the child/ren in their care
- Whether there are other appropriate funding options available

You also need to provide written analysis of the **risk and benefits** of the proposed adaptations from the child's perspective.

The form also requires the input of the **child's social worker** so you must ensure that they complete their own relevant section

Please also consider the **views of the child/ren** and evidence this in the appropriate section of the form.

### (4) FINANCIAL ISSUES

Nottinghamshire County Council adopts a **flexible, shared-cost policy** in relation to grants and loans. Therefore, there is some expectation that carers make a financial contribution to the cost of the adaptation, where possible.

If the application for funding is less than £2,500 in total, the County Council will pay this funding in full if the application is successful in the approvals process. There is **no requirement** for you to obtain a Financial Statement from carers for applications up to £2,500.

If the application for funding is over £2,500 in total, you will need to ensure the carers complete the [Financial Statement](#) which is attached to the Application Form. This will include evidence of carer's sources of income and expenditure, Council Tax, mortgage repayments, value of their property, private pensions, court commitments and savings.

This information is needed as we take account of possible increases to the value of the carer's property and their potential ability to generate income as a result of the funding. This is in order to determine how much the County Council will consider funding, and how much we expect carers to contribute as part of the process. It is the responsibility of the Group Manager to make this decision (see below).

### (5) APPROVALS PROCESS

Once you have the completed application form, including the Financial Statement if over £2,501, please forward for **the consideration of the relevant Children's Service Manager**.

If approval is made by the Children's Service Manager, the next steps of the process depend on the value of the adaptation request:

	Funding Request (total)	Approvals Process
A	£2,500 or less	(1) A <b>Financial Assistance Agreement</b> will be produced which carers must sign (2) The County Council will then authorise payment and the building work can begin
B	Between £2,501 and £10,000	(1) Application considered by a <b>Group Manager</b> (forwarded on by Service Manager) (2) If the Group Manager approves the application, a <b>Financial Assistance Agreement</b> will be produced which carers must sign.

		(3) The County Council will then authorise the payment agreed to as part of the financial assessment process and shared cost principle (4) Building work can begin
C	Between £10,001 and £30,000	(1) Application considered by a <b>Group Manager</b> (forwarded on by Service Manager). (2) If the Group Manager approves the application, a <b>Financial Assistance Agreement</b> and a <b>Legal Charge</b> will be produced which carers must sign. (3) The County Council will then authorise the payment agreed to as part of the financial assessment process and shared cost principle (4) Building work can begin
D	In excess of £30,000	(1) Application will be considered by a <b>Group Manager</b> . (2) If the Group Manager approves the application, a report will be drafted to go to the <b>Children and Young People's Committee</b> , where elected members will deliberate on the application for funding (3) If approved at Committee, a <b>Financial Assistance Agreement</b> and a <b>Legal Charge</b> will be produced which carers must sign. (4) The County Council will then authorise the payment agreed to as part of the financial assessment process and shared cost principle (5) Building work can begin

Approval and Tracking of the application is provided within the [Application](#) form.

## (6) LEGAL PROCESS

Please ensure that carers are aware that as potentially large sums of money are involved, a legal agreement will need to be put in place. As highlighted in the table above, there are different legal documents depending on the value of the funding requested.

- Up to £10,000 (A and B in the table above)

A legal contract will be produced, called a [Financial Assistance Agreement](#). This puts in writing the detail of the financial assistance offered by the County Council, including the conditions by which we will pay the grant and what will happen if carer's breach their part of the agreement. In some circumstances, this may include repayment of the grant to the County Council if carers choose not to continue as a carer with us.

This must be signed by carers and a representative from the County Council

- £10,001 or more (C and D in the table above)

In this situation, a **Financial Assistance Agreement** will be produced (as above), **as well as a [Legal Charge](#)**. A legal charge makes clear any expectations of carers in connection with the grant, including any terms and conditions of the money being granted. Typically this agreement will set out expectations about carer's intention to continue as a carer, and what may happen if they choose to stop caring for a child/ren, including repayment of the grant to the County Council.

Usually legal charges are in place for a **certain number of years**. This duration will be explained to carers before they sign the legal charge, so they are fully aware of how long the commitment will last.

Carers will be required to sign the legal charge, alongside a representative from the County Council. They may wish to seek legal representation before choosing to commit to this agreement.

Further detailed information regarding the legal process has been provided by Legal Services:

[Frequently Asked Questions Checklist](#)



## (7) PROJECT DELIVERY

It is your responsibility to liaise with the carers to ensure they are informed about the outcomes of the process. Please ensure that carers know that they will be responsible for the building work.

As they manage the building project, they must obtain the necessary building/planning permissions and ensure they have fully considered the costs that will be incurred from the proposed building work.

It will also be their responsibility to talk to their mortgage provider about the proposed adaptation work if applicable.

The council usually releases the money in three instalments - the last one being when the work has been completed to the satisfaction of a building inspector.

Please ensure that the work progresses satisfactorily, and any delays or difficulties are promptly reported back to Team Managers and Service Managers.

Once the work is finished, and the final payment released, Children and Young People's Payments will set up an alert system to refer back to the Service Manager on an annual basis for review.

In order to provide a continuous over view of the funding awarded, please complete an **amend note on the front screen of the carers file**. This will ensure it is considered on an annual basis at their review.

Any changes to the placement specific to the adaptation or the carers status, please inform your Team Manager / Service Manager.

## (8) SUMMARY OF RESPONSIBILITIES

WORKER	TASK
SSW	Initial discussion with carers
	Obtain approval to proceed from Team Manager
	Complete Application form, ensuring contribution from child's social worker
	Ensure Financial Statement is completed if over £2501
	Send completed form and Financial Statement to Service Manager
	Convey decision back to carers and child's social worker
	Support carers to sign Financial Assistance Agreement
	Support carers to sign Legal Charge if over £10,001
	Ensure work progresses (note - carers are the Project Managers)
	Report back to TM/SM on completion / or any delays and difficulties
	After completion put amend note on front screen of carer file
	After completion report any changes in carer status/ child placement to Service Manager / legal
Service Manager	Approve / reject grants up to £2500
	If approved up to £2500 responsible for Financial Assistance Agreement
	For requests of £2501 and above, forward to Group Manager
	If approved inform Legal if over £2501 (who have oversight of Financial Assistance Agreement and Legal Charge documents)
	If approved inform Finance
	Track completion of work and sign off (on Application Form)
Group Manager	Approve / reject grants £2501 to £30,000
	When approved, back to SM who informs Legal and Finance
	For requests over £30,001, ensure report goes to CYP Committee
CYP Finance	Set up alert to review with Service Manager on annual basis when final payment released

14 December 2015

Agenda Item: 6

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

### **NOTTINGHAMSHIRE FAMILY AND PARENTING STRATEGY 2015-17**

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

1. This report invites the Committee to comment on the proposed Nottinghamshire Family and Parenting Strategy 2015 – 2017, attached as **Appendix 1**.
2. The Committee is also asked to recommend the proposed Strategy to Policy Committee for approval at its meeting on 6 January 2016.

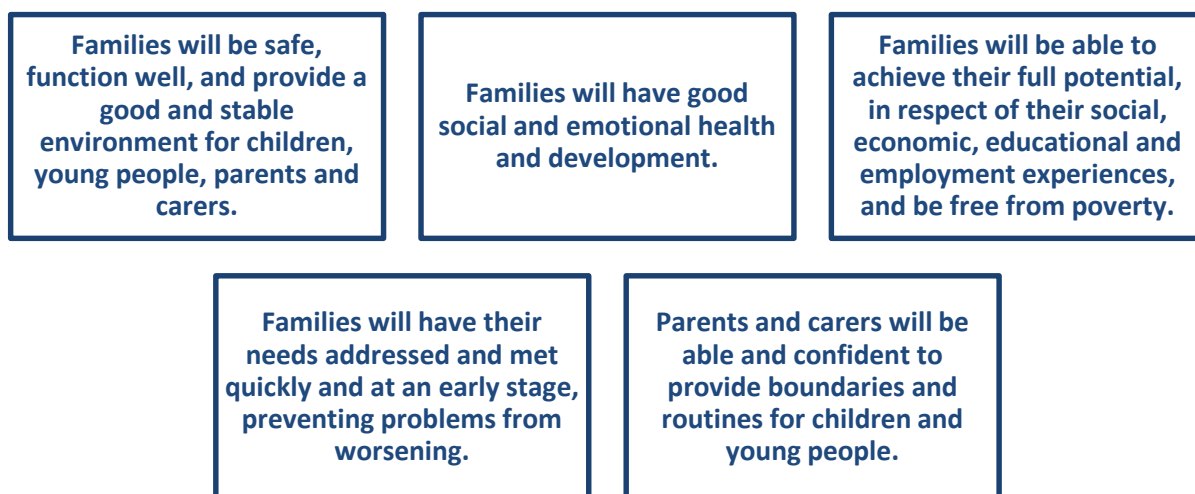
#### **Information and Advice**

3. The primary responsibility for a family's welfare will always rest with parents. The task of local services is to provide the best possible support to enable parents to fulfil that responsibility.
4. Parents learn about parenting primarily through their own parents. There is a clear transmission of parenting attitudes and capabilities between parent and child that starts at a very early age. Early intervention is not just about investment in children's outcomes, it is an investment in the next generation of parents.
5. Providing coordinated, consistent and multi-agency family and parenting support is crucial in making sure that Nottinghamshire families are safe, happy, secure, and can reach their full potential.

#### **Nottinghamshire Family and Parenting Strategy**

6. The Family and Parenting Strategy recognises that services across Nottinghamshire work hard to provide families and parents with excellent help and support. By employing a co-ordinated, integrated approach, the Council can ensure that this support is of a consistently high standard, sharing knowledge, experience and resources to benefit families.
7. The Family and Parenting Strategy reflects the priorities of Children, Families and Cultural Services, including work to close the educational attainment gap, improve health and wellbeing, reduce child poverty, safeguarding children, supporting the most vulnerable families and providing a range of early help interventions.

8. The Strategy describes five core outcomes which drive all work with families and parents:



9. The Strategy describes the actions that will be achieved in order to improve these outcomes, in particular for the most vulnerable families. Key actions include:
- to take a co-ordinated multi agency approach to planning and delivering parenting support at all levels
  - to influence commissioners to commission evidence based parenting support
  - to involve families in planning, design and delivery and evaluation of support
  - to improve and maintain data collection on family and parenting support
  - to ensure that services are available for target vulnerable groups i.e. fathers, teenage parents, those with learning disabilities, substance misuse, and domestic violence.
10. The Strategy will be performance managed and evaluated by the Family and Parenting Strategy Group. This group is chaired by Nottinghamshire County Council and includes a wide range of partners who are involved in parenting and family level interventions.

### **Other Options Considered**

11. No other options were considered.

### **Reasons for Recommendation/s**

12. The Family and Parenting Strategy co-ordinates local activity to improve outcomes for families across Nottinghamshire. The strategy has been developed with a range of partners and Nottinghamshire County Council is the lead agency responsible for the development and evaluation of the Strategy. It is therefore a requirement for appropriate approval of the Strategy by Nottinghamshire County Council following presentation at Nottinghamshire Children's Trust Board.

### **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.

### **Crime and Disorder Implications**

14. There is a range of parenting programmes available for families affected by crime including those affected by domestic violence and abuse, or a young person's offending behaviour. There are also programmes specifically developed for parents in or exiting prison.

### **Financial Implications**

15. All activity within the Family and Parenting Strategy is resourced by the organisations delivering elements of the strategy such as Child & Adolescent Mental Health Services (CAMHS), Homestart, NCC Family Service etc.

### **Public Sector Equality Duty Implications**

16. The Nottinghamshire Family and Parenting Strategy targets parents and families most at risk of poor outcomes. For example, parents with a child with a special educational need or disability will be targeted for specific programmes and support.

### **Safeguarding of Children and Adults at Risk Implications**

17. Safeguarding is a central principle in the way all partners operate when working with children and families. All professionals facilitating parenting programmes or support have undergone all relevant safety checks and ensure their safeguarding training is up to date prior to the delivery of parenting interventions.

### **Implications for Service Users**

18. Service users should see improved outcomes for their family. They will be able to identify support available with greater ease and access a broad level of support and specific programmes.

## **RECOMMENDATION/S**

That the Committee:

- 1) comments on the proposed Nottinghamshire Family and Parenting Strategy 2015 – 2017, attached as **Appendix 1**
- 2) recommends the proposed Strategy to Policy Committee for approval at its meeting on 6 January 2016.

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

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

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**Constitutional Comments (SMG 25/11/15)**

19. The proposals set out in this report fall within the remit of this Committee

**Financial Comments (SS 25/11/15)**

20. 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.

Equality Impact Assessment

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

All.

C0725

# The Nottinghamshire Family and Parenting Strategy 2015 - 2017



children.trust@nottscc.gov.uk

[www.nottinghamshire.gov.uk/nottinghamshire-childrens-trust](http://www.nottinghamshire.gov.uk/nottinghamshire-childrens-trust)

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# The Nottinghamshire Family and Parenting Strategy (2015-2017)

## Introduction

**How do we best work together to improve the lives of families and parents in Nottinghamshire?**

Providing coordinated, consistent and multi-agency family and parenting support is crucial in making sure that Nottinghamshire families are safe, happy, secure, and can reach their full potential.

In the context of shrinking resources, it is crucial that we work together effectively and efficiently to support families at the earliest possible opportunity. We must be realistic about the resources available, whilst striving to do the very best for Nottinghamshire's families. Part of this involves endeavouring to use evidence to in decision making, and testing new processes and interventions to ensure they deliver the greatest impact.

## What are we trying to achieve?

This strategy will detail how we can best work together to continue to provide high quality services to families with children aged 0-19 (and up to age 21 for those in Local Authority care and up to 25 years for those with disabilities), when funding and resources are increasingly scarce.

The aim of parenting support is to provide parents with:

<input type="checkbox"/>	knowledge	<input type="checkbox"/>
<input type="checkbox"/>	skills	<input type="checkbox"/>
<input type="checkbox"/>	confidence	<input type="checkbox"/>
<input type="checkbox"/>	emotional resources	<input type="checkbox"/>
<input type="checkbox"/>	practical resources	<input type="checkbox"/>

These are all necessary to be able to protect and raise their children into adulthood. It is important that we promote parents' capabilities and self-efficacy, building their confidence and capacity.

This strategy recognises that services across Nottinghamshire work hard to provide families and parents with excellent help and support. By employing a co-ordinated, integrated approach we can ensure that services are of a consistently high standard, sharing knowledge, experience and resources to benefit local families. It is important to focus on good practice and use the best methods available to have the greatest impact on families' lives.

## Why are we doing this?

***“I was so surprised to see so many other parents who are experiencing the same as me.  
You always think you are the only one who has a challenging child”  
(Parent, Non-Violent Resistance course, 2015)***

Family and parenting support is a core part of our work with families in Nottinghamshire and is vital in tackling the inequalities caused by wider poverty. Government guidance requires local authorities to develop a coherent strategy for family and parenting support based upon analysis and mapping of local needs, which involves service users in its development and implementation (*Working Together* 2015)<sup>1</sup>.

This strategy has been developed with a range of partners and builds on previous work, including the most recent 2008 Parenting Support Strategy. This previous strategy is now outdated and reflects a context with significantly more available funding and resources. The updated strategy will be managed by the Family and Parenting Strategy Group under the governance of the Children’s Trust Board.

## What difference will it make?

***The parenting course was “the best thing I could have done for my family and me”  
(Parent, 2015)***

Improving outcomes for families and parents is the driving force of this strategy and should be the basis of all forms of family and parenting support. The strategy describes five core outcomes which drive all work with families and parents:

- 1. Families will be safe, function well, and provide a good and stable environment for children, young people, parents and carers.**
- 2. Families will have good social and emotional health and development.**
- 3. Parents and carers will be able and confident to provide boundaries and routines for children and young people.**
- 4. Families will have their needs addressed and met quickly and at an early stage, preventing problems from worsening.**
- 5. Families will be able to achieve their full potential, in respect of their social, economic, educational and employment experiences, and be free from poverty.**

These outcomes are intentionally ambitious and broad, and form the foundation of this strategy. They are composite outcomes formed from a variety of related strategies, and represent the key outcomes for families from the range of partners.

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<sup>1</sup> [www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)

## Principles

In consultation with partners we have identified core principles which underlie the strategy and our attempt to meet the above outcomes in working with families and parents in Nottinghamshire.

- Ideally, funding and resources should be identified to support the delivery of parenting programmes. Careful, realistic planning is required to ensure parents most in need are able to access support. Appropriate costs and resource implications should be accurately assessed for different options, including requirements such as crèche facilities and transport for families who will struggle to attend. Joint working, free venues, resource sharing and funding should be encouraged where possible.
- Early intervention and prevention is the best way to help families; we will target resources to meet families' needs as early as possible.
- The planning, design and delivery of family and parenting support should be driven by the needs of families. We must balance the service need for a concise and manageable menu of options, with providing flexible support to meet the varied and changing needs of families.
- Evidence of success and positive impact is essential, and commissioning will rely on this going forward. This evidence can be nationally or internationally validated, and can be gathered through local small-scale testing. This will ensure that locally generated interventions are appropriately tested before more widespread roll-out. All forms of support should be locally evaluated upon implementation and be adapted to ensure that they meet families' needs.

## Who is this strategy for?

The Family and Parenting Strategy relates to all Nottinghamshire families with children aged 0-19 (and up to age 21 for those in Local Authority care and up to 25 years for those with disabilities) and is primarily designed to drive good professional practice. Research evidence suggests that providing family and parenting support as early as possible; with consistent universal options is the most effective approach.

Alongside this, it is important that we provide tailored options to help families with issues such as domestic violence, substance misuse and mental health, as we know that both individually and in combination, these problems can have devastating effects on families' lives (DfE, 2011)<sup>2</sup>. We need to provide targeted options for families with young carers, teen parents, foster carers and kinship carers, to meet their differing and particular needs. Families where parents have learning disabilities and those with chaotic and complex lives may well also require specialised, ongoing provisions. We must ensure that fathers are involved with services, as much as possible.

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<sup>2</sup> [www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/182095/DFE-00108-2011-Childrens\\_Needs\\_Parenting\\_Capacity.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/182095/DFE-00108-2011-Childrens_Needs_Parenting_Capacity.pdf)

This strategy will help to ensure that we meet the needs of the range of families effectively and efficiently, by employing a range of options from the low level, universal forms, up to targeted and specialised approaches.

## Priority Areas

In order to achieve the described outcomes, partners identified 5 key priority areas to focus on.

- A. Co-ordinated Multi-Agency Approach** - Support to families must be delivered in an integrated and coordinated way. Planning and sharing knowledge across different agencies and services will be crucial if we are to provide consistency across the county. We need to establish clearer referral pathways and processes for families, making sure that access to support is timely and appropriate. Service delivery will utilise the skills and experience of staff, matching delivery with their capabilities and training.
- B. Quality Standards** – We need to establish firm, consistent quality standards for family and parenting support. In line with this we must quality assure delivery, to monitor the extent to which we meet and continue to meet these high standards. We must make sure that support is provided to meet families' needs, rather than sending parents to options which happen to be available at that time and place. We will develop a quality standards framework for Nottinghamshire which describes a core set of competencies and knowledge/skills/experience for workers.
- C. Participation** – Families will be involved in the planning, design and delivery of services wherever possible. We must also involve families in the decisions made about their support, to increase their engagement with services, and ensure that support meets their needs. Families' perspectives and experiences are crucial in conducting effective reviews and evaluation, and their views should be gathered for all forms of support delivered.
- D. Accessibility and Engagement** – A needs led approach is essential to deliver appropriate and effective support. A range of methods will be used to help families to attend the entirety of the support package provided, particularly for families with complex needs or who are hard to reach through traditional approaches. These may include meeting with families to build a relationship prior to support starting, providing transport and crèche facilities, ensuring that support is offered at suitable times and making translation services or other provisions available, where necessary and feasible. We must particularly support families who experience domestic violence, learning difficulties, substance misuse and mental health issues, who are particularly vulnerable. We must also involve families in the planning and evaluation of services, to ensure that the support we offer is designed to meet their needs, and evaluated for effectiveness.
- E. Workforce** – Workers providing family and parenting support will be sufficiently competent, confident, experienced and qualified. Training for staff will be well planned, coordinated, consistent and appropriately resourced. Workers need to be able to demonstrate a core set of competencies, and should be supported to attain these through supervision. Coaching and reflective supervision will be made available both on a one to one and group basis, particularly to new staff and those taking on new responsibilities. Peer supervision and feedback can be established to improve quality

and consistency. Staff should receive training in line with wider planning, receiving training only in relevant and appropriate forms of support, which will be delivered to meet families' needs.

## How does this fit with the bigger picture?

The Family and Parenting Strategy has interdependencies with the Nottinghamshire Children, Young People and Families Plan 2014-16<sup>3</sup>, the Nottinghamshire County Council Looked After Children's Strategy 2015<sup>4</sup>, its Children, Young People and Families Participation Strategy 2014-2016 and the Health and Well Being Strategy 2014-2017<sup>5</sup>. It also falls within the scope of the Nottinghamshire Children's Trust Early Help Development Plan 2013-2016<sup>6</sup>.

The strategy is informed by statutory guidance such as *Working Together* (2015)<sup>7</sup>, alongside evidence from research such as the Allen (2011)<sup>8</sup> and Munro (2011)<sup>9</sup> reviews, and fits within the context of the Troubled Families programme. The strategy also recognises evidence which supports the claim that good quality parenting can help to address the structural causes of poverty, and is one of the key elements of sustaining families' social mobility (All Parliamentary Group Report, 2015)<sup>10</sup>.

The *Future in Mind* (2015)<sup>11</sup> strategy is also an important related document. As well as supporting the increased use of **evidence based approaches** with services rigorously focused on outcomes, the document specifically recommends improving access for parents to **evidence based programmes** of intervention and support to strengthen attachment between parent and child, avoid early trauma, build resilience and improve behaviour.

Commissioners of parenting and family support and programmes are central to ensuring that a strategic response is taken to ensure programmes are evidence based, sufficiently evaluated, located in areas of greatest need, and target vulnerable groups. It is the role of commissioners to ensure up to date needs assessments are developed and used to provide a targeted needs led approach. Commissioning processes will also enable the assessment of programmes to be held centrally to aid evaluation and future commissioning plans. This evaluation will consistently be used by the Family and Parenting Strategy Group who will be tasked to share any learning to inform subsequent commissioning.

The Strategy Group has representation from a wide range of partners, and is responsible for implementing the strategy and related action plan. The group is supported by a Parenting Approaches sub group which manages aspects directly related to parenting programmes and

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<sup>3</sup> <http://www.nottinghamshire.gov.uk/media/2332/nottinghamshire-children-young-people-and-families-plan.pdf>

<sup>4</sup> [www.nottinghamshire.gov.uk/media/2407/looked-after-children-and-care-leavers-strategy-2015-18.pdf](http://www.nottinghamshire.gov.uk/media/2407/looked-after-children-and-care-leavers-strategy-2015-18.pdf)

<sup>5</sup> [www.nottinghamshire.gov.uk/caring/yourhealth/developing-health-services/health-and-wellbeing-board/strategy/](http://www.nottinghamshire.gov.uk/caring/yourhealth/developing-health-services/health-and-wellbeing-board/strategy/)

<sup>6</sup> [www.nottinghamshire.gov.uk/caring/childrenstrust/pathway-to-provision/earlyhelpdevelopmentplan/](http://www.nottinghamshire.gov.uk/caring/childrenstrust/pathway-to-provision/earlyhelpdevelopmentplan/)

<sup>7</sup> [www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)

<sup>8</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/284086/early-intervention-next-steps2.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/284086/early-intervention-next-steps2.pdf)

<sup>9</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/175391/Munro-Review.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/175391/Munro-Review.pdf)

<sup>10</sup> [fct.bigmallet.co.uk/sites/default/files/files/Parliamentary\\_Inquiry\\_into\\_Parenting\\_and\\_Social\\_Mobility\\_-\\_Final\\_Report.pdf#overlay-context=Parliamentary-Inquiry-into-Parenting-and-Social-Mobility](http://fct.bigmallet.co.uk/sites/default/files/files/Parliamentary_Inquiry_into_Parenting_and_Social_Mobility_-_Final_Report.pdf#overlay-context=Parliamentary-Inquiry-into-Parenting-and-Social-Mobility)

<sup>11</sup> [www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/414024/Childrens\\_Mental\\_Health.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/414024/Childrens_Mental_Health.pdf)

support. The Family and Parenting Strategy Group feeds into the Nottinghamshire Children's Trust governance as well as Nottinghamshire County Council's Children and Young People's Committee.

## Who will be involved?

### Key Partners

- Nottinghamshire County Council including Early Help services, Children's Social Care, Special Educational Needs and Disabilities, Family Service, Youth Service, Early Childhood Services, Public Health, Adult's Social Care.
- Nottinghamshire District and Borough Councils (Housing, Community Safety, ASBD teams)
- Nottinghamshire Healthcare Trust (CAMHS, Adult Mental Health Services, Health Visiting, Family Nurse Partnership, school nurses, Substance Misuse Services for young people, disability and special educational needs services)
- Children's Centres (Nottinghamshire Children and Family Partnership)
- Schools, School Behaviour and Attendance Partnerships
- Police and Crime Commissioner
- Voluntary and Community Services
- Substance Misuse Services
- Domestic Violence and Abuse Services

**Key partners include both commissioners and providers of services across Nottinghamshire, in some cases organisations both commission and deliver services for children, young people and families.**

Commissioner	Provider
Nottinghamshire County Council	Nottinghamshire County Council
Schools	Schools
Nottinghamshire District and Borough Councils	Nottinghamshire District and Borough Councils
Police and Crime Commissioner	Nottinghamshire Healthcare Trust
	Childcare and Early Years providers
	Children's Centres (NCFP)
	Voluntary and community sector
	Substance Misuse Services (CRI)
	Domestic Violence and Abuse Services
<b>Links with strategic groups and partnerships</b>	
• Youth Justice Board	
• Children's Trust Board	
• Nottinghamshire Local Safeguarding Children's Board (NSCB)	
• NCC Early Help Leadership group	
• Children's Trust Participation Strategic Group	
• SEND Integrated Commissioning Group	
• Early Childhood and Healthy Child Programme Integrated Commissioning Group	
• Teenage Pregnancy Integrated Commissioning Group	

• Child Poverty Reference Group
• Help and Protection Executive
• LAC strategy group

## Action Plan

The action plan has been established in collaboration with a range of stakeholders, and represents the key actions and processes needed to ensure that the strategy is implemented correctly and is effective.

## How will we know that this strategy is making a difference?

The support we provide must be effective and cost effective, which requires us to collect and analyse data relating to families, and to use these data to inform future planning and commissioning. We cannot just rely upon the status of programmes as ‘evidence based’ in trying to meet the needs of Nottinghamshire’s families. Indeed, a recent review established that there are some significant problems with the concept of ‘evidence based’ parenting programmes, and the extent to which this evidence should be relied upon in planning and delivery<sup>12</sup>. Whilst a wealth of evidence supports a range of different parenting support options, there are difficulties with the robustness and application of this evidence to local families, and challenges in implementing programmes with sufficient fidelity. As such, it is clear that we need local evidence of the effectiveness of differing forms of support in meeting the needs of Nottinghamshire’s families.

Establishing evaluation and review can be challenging and time consuming at the outset, over time it allows us to gain local evidence of what works, improving effectiveness and increasing the positive impact we can have on families’ lives. It is vital that families are involved in evaluating the services they receive, and their views and perspectives form part of the evidence collected.

## Service Level Evaluation

Services will be responsible for examining their work with families, and assessing its quality, effectiveness and the extent to which families’ needs were met by the support offered. Across Nottinghamshire, this will be achieved through the use of the single assessment process. The Family and Parenting Strategy group will also develop a wider evaluative framework.

## Evaluation of the Strategy

The action plan will be monitored and reviewed quarterly by the Family and Parenting Strategy Group, with stakeholders taking responsibility for ensuring that data and information are available for review. The strategy itself will be evaluated shortly before the end of the two year period, to

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<sup>12</sup> Parenting Programmes Literature Review (2014) produced as part of the Knowledge Transfer Partnership project.



establish what its effects have been for partners, staff and families. These groups will also be involved in planning for future actions and any further strategic plans.

## Next steps

On behalf of the Nottinghamshire Children's Trust, the Family and Parenting Strategy group will:

- ensure that the strategy is shared and implemented across the full range of partners and their services
- review the strategy and its action plan at its quarterly meeting

## Appendix 1 – Action Plan

What are trying to achieve	Why we are doing this?	Actions	How will we measure progress?	Lead	Timescale	Review
We will take a co-ordinated multi agency approach to planning and delivering parenting support at all levels	<p>Whilst planning and delivery of family and parenting support has been coordinated and well managed in the past, there is currently a lack of clarity and direction</p> <p>Resources and funding are extremely limited and diminishing. It is vital we increase coordination and integrated planning to ensure we can continue to deliver efficient and effective services</p>	<p>All services responsible for providing family and parenting support will ensure that they are represented at the F+PS Group</p> <p>Providers of parenting support will meet at least twice a year on a locality basis to plan parenting support</p> <p>Carry out multi - agency skills audit across services and carry out training needs analysis</p>	<p>Strategy is successfully implemented. Each agency has identified a parenting champion.</p> <p>Each locality has multi-agency six month parenting support plan in place</p> <p>Learning from Family Service model rolled out across services</p> <p>Practitioners are supported in developing the core competencies in Appendix 5</p>	F+PS Group	November 1 <sup>st</sup> 2015	November 27 <sup>th</sup> 2015
<p>We will influence commissioners to commission evidence based parenting support</p> <p>We will work with commissioners to develop a clear , integrated commissioning process for family</p>	<p>The evidence used to inform commissioning is currently inconsistent, and lacks rigour</p> <p>An understanding of the importance of international academic evidence for support options exists. However little emphasis is currently given to local data collection to provide evidence of the impact of</p>	<p>Develop a common understanding of the use of good evidence through KTP and communicate with partners, commissioners and practitioners</p> <p>We will ensure that commissioners get regular data and feedback to inform commissioning</p> <p>We will identify where commissioning of parenting support will sit within the existing governance structures</p>	<p>The F+PS Group will collect and distribute data and info around effective parenting support</p> <p>Actions from plan to be reviewed by F+PS Group every quarter</p> <p>Six monthly review – informed by partner involvement</p> <p>There will be a full menu of family and parenting support available which meets the needs of families</p>	Rachel Clark and KTP	September 2015 - July 2016	At each strategy meeting

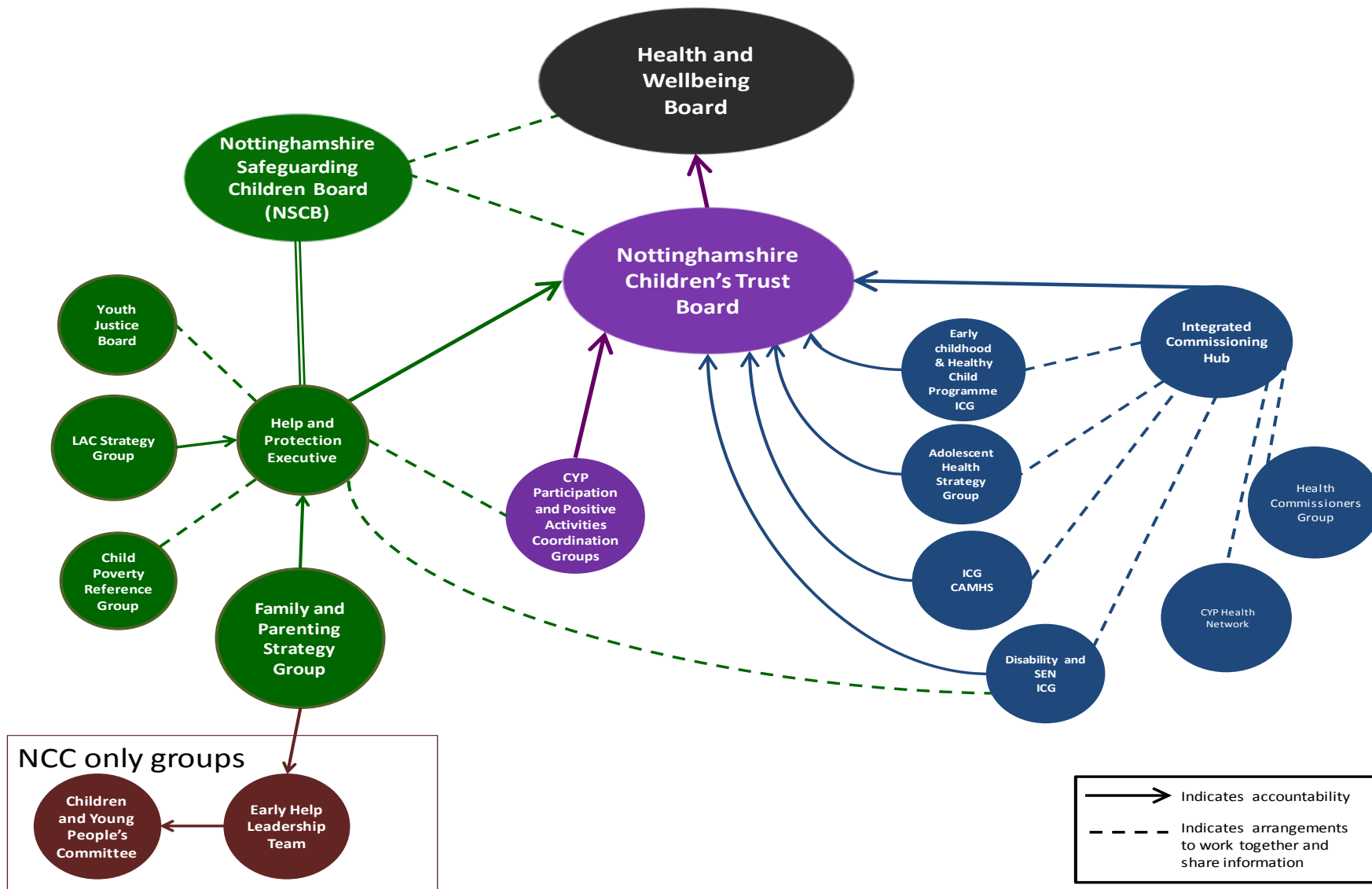
What are trying to achieve	Why we are doing this?	Actions	How will we measure progress?	Lead	Timescale	Review
and parenting support	support offered in Nottinghamshire		from Levels One to Four on the Pathway to Provision			
Families should be involved in planning, design and delivery and evaluation of support	<p>Families are frequently involved in consultation about services and programmes once they have been delivered</p> <p>It is significantly less common that families are involved in the planning of support and often findings from consultations are not given sufficient weighting in subsequent decision making</p>	<p>F+PS Group will champion the need for participation with an additional link to participation group</p> <p>F+PS Group is involved in design and delivery of workshops around participation</p> <p>F+PS Group to highlight good practice and share learning with others</p> <p>We will work with agencies to develop volunteering opportunities for parents to deliver parenting programmes</p>	<p>We will work with parents and carers to evaluate the strategy</p> <p>We will deliver workshops and evaluate their impact</p> <p>We will work with the Participation group to evaluate participation and to identify areas for improvement</p> <p>We will have an identified cohort of parents who have been trained as group work co- facilitators</p> <p>Consider using Mystery Shopper approach to measure effectiveness</p>	F+PS Group	April 29 <sup>th</sup> 2016	May 27 <sup>th</sup> 2016
We will improve and maintain data collection on family and parenting support	<p>Data collection on parenting programmes is currently inconsistent across the county and within different services</p> <p>Some data is collated or analysed centrally to evidence the impact of family and parenting support , but this is mostly related to Troubled Families</p>	<p>Develop a parenting programme targeting tool to identify appropriate support for families</p> <p>Collect data on all parenting programmes run across the county</p> <p>Ensure all locally developed or adapted parenting programmes are validated</p> <p>Data from parenting programme evaluations, the targeting tool and the validation process will be collated and analysed centrally to measure impact of family and parenting support</p>	<p>Targeting tool will be implemented and data from tool collected. Use of the tool will be evaluated</p> <p>Data collection process to be reviewed and gaps identified and addressed</p> <p>We will audit programme delivery and validate all locally developed or adapted programmes</p>	Rachel Clark and KTP	September 2015-June 2016	At each strategy meeting

What are trying to achieve	Why we are doing this?	Actions	How will we measure progress?	Lead	Timescale	Review
We will ensure that services are available for target vulnerable groups –i.e. fathers, those with learning disabilities, substance misuse, and domestic violence	There is a need for on-going analysis of family's needs to ensure that support offered is fit for purpose.	<p>Data collected from the parenting programmes targeting tool will be used to identify gaps in current provisions</p> <p>We will work with partners to establish a baseline of the current levels of parenting support offered across the County</p> <p>Evidence on alternative programmes and forms of support will be routinely gathered to inform commissioning</p> <p>We will review current provision for vulnerable groups including parents with learning disabilities, teenage parents, parents with mental health issues and parents with substance misuse issues.</p>	<p>We will collate and review baseline data to establish the level of need in different vulnerable groups.</p> <p>We will monitor the extent to which current provisions meet the needs of vulnerable groups, and plan to commission services where gaps exist.</p>	F+PS Group	April 29 <sup>th</sup> 2016	May 27 <sup>th</sup> 2016

F+PS Group = Family and Parenting Strategy group  
Nottingham Trent University

KTP= Knowledge Transfer Partnership project between Nottinghamshire County Council and

## Appendix 2 – Governance Structure Chart



## Appendix 3 – References and Related Documents

Children's Needs – Parenting Capacity, Department for Education (2011)

[www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/182095/DFE-00108-2011-Childrens\\_Needs\\_Parenting\\_Capacity.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/182095/DFE-00108-2011-Childrens_Needs_Parenting_Capacity.pdf)

Future in Mind, Department of Health (2015)

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

Nottinghamshire Children and Young People's Mental Health and Emotional Wellbeing Strategy (2014)

[www.nottinghamshire.gov.uk/caring/childrenstrust/developmentwork/camhsintegratedcommissioning](http://www.nottinghamshire.gov.uk/caring/childrenstrust/developmentwork/camhsintegratedcommissioning)

Nottinghamshire Children's Trust Early Help Development Plan (2013-2016)

[www.nottinghamshire.gov.uk/caring/childrenstrust/pathway-to-provision/earlyhelpdevelopmentplan/](http://www.nottinghamshire.gov.uk/caring/childrenstrust/pathway-to-provision/earlyhelpdevelopmentplan/)

Nottinghamshire Children's Trust Young People and Families Participation Strategy (2014-2016)

[www.nottinghamshire.gov.uk/care/childrens-social-care/nottinghamshire-childrens-trust/children-young-people-and-families/children-young-people-and-families-plan-2014-to-2016](http://www.nottinghamshire.gov.uk/care/childrens-social-care/nottinghamshire-childrens-trust/children-young-people-and-families/children-young-people-and-families-plan-2014-to-2016)

Nottinghamshire County Council Child Poverty Strategy Refresh (2014)

<http://www.nottinghamshire.gov.uk/care/childrens-social-care/nottinghamshire-childrens-trust/child-poverty>

Nottinghamshire County Council Health and Wellbeing Strategy (2014-2017)

[www.nottinghamshire.gov.uk/caring/yourhealth/developing-health-services/health-and-wellbeing-board/strategy/](http://www.nottinghamshire.gov.uk/caring/yourhealth/developing-health-services/health-and-wellbeing-board/strategy/)

Nottinghamshire Looked After Children Strategy (2015-2018)

[www.nottinghamshire.gov.uk/media/2407/looked-after-children-and-care-leavers-strategy-2015-18.pdf](http://www.nottinghamshire.gov.uk/media/2407/looked-after-children-and-care-leavers-strategy-2015-18.pdf)

Nottinghamshire SEND Local Offer

[nottinghamshire.familyservicedirectory.org.uk/kb5/nottinghamshire/directory/localoffer.page?localofferchannel=0](http://nottinghamshire.familyservicedirectory.org.uk/kb5/nottinghamshire/directory/localoffer.page?localofferchannel=0)

Nottinghamshire Teenage Pregnancy Integrated Commissioning Strategy (2014-2016)

[www.nottinghamshire.gov.uk/caring/childrenstrust/developmentwork/teenage-pregnancy/](http://www.nottinghamshire.gov.uk/caring/childrenstrust/developmentwork/teenage-pregnancy/)

Early Intervention: The Next Steps, Allen (2011)

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/284086/early-intervention-next-steps2.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/284086/early-intervention-next-steps2.pdf)

The Munro Review of Child Protection (2011)

[www.gov.uk/government/collections/munro-review](http://www.gov.uk/government/collections/munro-review)

The Parliamentary Inquiry into Parenting and Social Mobility, All Parliamentary Group on Parents and Families (2015)

[fct.bigmallet.co.uk/sites/default/files/files/Parliamentary\\_Inquiry\\_into\\_Parenting\\_and\\_Social\\_Mobility\\_-\\_Final\\_Report.pdf#overlay-context=Parliamentary-Inquiry-into-Parenting-and-Social-Mobility](http://fct.bigmallet.co.uk/sites/default/files/files/Parliamentary_Inquiry_into_Parenting_and_Social_Mobility_-_Final_Report.pdf#overlay-context=Parliamentary-Inquiry-into-Parenting-and-Social-Mobility)

SEND Commissioning Strategy (2015)

[www.nottinghamshire.gov.uk/caring/childrenstrust/developmentwork/disabilitysenintegratedcommissioning/](http://www.nottinghamshire.gov.uk/caring/childrenstrust/developmentwork/disabilitysenintegratedcommissioning/)

*Working Together to Safeguard Children: A guide to inter-agency working to safeguard and promote the welfare of children* (2015) Department for Education

[www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/419595/Working\\_Together\\_to\\_Safeguard\\_Children.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/419595/Working_Together_to_Safeguard_Children.pdf)



## Appendix 4 – Quality Standards Framework

### Core competencies for parenting work

1. An understanding of child development
2. An up to date knowledge of effective safeguarding practice
3. An understanding of adult learning techniques
4. Group work and facilitation skills
5. A willingness to engage in reflective supervision
6. Coaching skills
7. An ability to work in partnership with parents and with other services
8. An understanding of the impact of poverty on families lives and the potential impact of parenting on lifting children out of poverty
9. Assessment and analysis skills
10. An ability to work in a strengths based way
11. A willingness to engage in training in evidence based programmes



**14 December 2015****Agenda Item: 7**

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

### **NOTTINGHAMSHIRE OUTSTANDING ACHIEVEMENT 4Uth AWARD 2015**

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

1. This report is for information only and describes the recent activity of the Youth Service in facilitating the delivery of Nottinghamshire County Council's fifth annual Outstanding Achievement 4Uth Award.

#### **Information and Advice**

2. This is the fifth year that the County Council has organised the award with support from the Nottingham Post newspaper.
3. From April 2015, through the local media, members of the public, professionals, family members and friends were invited to nominate individual young people who have achieved beyond their own boundaries in their lives. This year 130 nominations were received from around the County; nominations have been received from a range of individuals and organisations including family members, youth workers, teachers, members of the community, voluntary sector organisations etc.
4. As in previous years, there has been a wide variety of nominations in terms of the skills, talents and interests of young people. Nominations were received for young people because of their sporting ability, their contributions to the local community, their achievements at school, their charitable work, and their supportive and caring roles within their families.
5. There has been significant media interest in all of the young people who were nominated, which has led to the raising of a positive profile of all young people in the County, through a consistent stream of high quality articles published in local papers about the positive impact these young people have made with their peers or their local communities.
6. Local panels of young people, selected from District Youth Forums and interested adults, have met in the seven districts to select local winners. These seven district winners were presented with their awards at an awards evening. The overall winner of the 2015 award has been selected by a panel of judges which has included elected Members, and representatives from the voluntary sector.
7. The formal awards evening took place at County Hall on Friday 23 October: this event was opened by Councillor Sybil Fielding, Chairman of Nottinghamshire County Council,

and compered by a young person from the County Youth Arts team. The audience were musically entertained by local young singer/song writers.

8. Jasia Byatt, the Newark and Sherwood District winner, was confirmed as the overall winner of the County award; she received an additional award from Councillor John Peck, Chair of the Children and Young People's Committee.

#### **Other Options Considered**

9. The report is for noting only.

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

10. The report is for noting only.

#### **Statutory and Policy Implications**

11. 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**

12. This event has helped to raise a positive profile of young people within communities in Nottinghamshire.

#### **Financial Implications**

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

#### **Crime and Disorder Implications**

14. Through increased recognition of local communities about the positive impact young people can achieve there may be a high degree of tolerance given to them and therefore a reduction in the reporting of low level nuisance behaviour when young people gather together in open spaces

#### **RECOMMENDATION/S**

- 1) That the recent activity of the Youth Service in facilitating the delivery of Nottinghamshire County Council's fifth annual Outstanding Achievement 4Uth Award be noted.

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

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**Constitutional Comments**

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

**Financial Comments (SS 20/11/15)**

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

**Background Papers and Published Documents**

None.

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

All.

C0724



14 December 2015

Agenda Item: 08

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

### **REVIEW OF SCHOOLS SWIMMING SERVICE OFFER**

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

1. The purpose of this report is to seek Committee approval to conduct a review of the Council's offer of Schools Swimming by 31<sup>st</sup> March 2016. The aim of the review is to reduce the cost to the Council, whilst continuing to support Nottinghamshire schools to deliver their OFSTED requirement to provide an appropriate programme of swimming.

#### **Information and Advice**

2. Currently the Council provides an offer of Schools Swimming to schools in Nottinghamshire to support them to deliver their OFSTED requirements. This is delivered by the Schools Swimming Service which is funded through income from schools and a subsidy of c £40,000 from the Council. Total income in 2014/15 was £1,267,000.
3. The financial probity of the Schools Swimming Service is dependent on several factors outside of the Council's control which include the number of schools who purchase the service, the consistent availability and cost of both hiring the pools and the transport for pupils to access them.
4. In many recent years, despite the best efforts of the Service to work within its budget, there has been an overspend due to unplanned pool closures and escalating transport costs. The table below is based on the September 2015 audit report.

Actual vs budget £m	2012-13	2013-14	2014-15
Expenditure	0.949	1.232	1.339
Total income	0.911	1.249	1.267
Over (+) / Under (-) spend	+0.038	-0.017	+0.072

5. There is a developing market in alternative suppliers of schools swimming and several Nottinghamshire schools are choosing to take their business elsewhere.
6. Due to recent legal precedence there is a clear remit for the Council to offer advice to schools both in terms of OFSTED requirements, safeguarding and Health & Safety.

7. Potential future options for the Service include:
- providing swimming advice to schools both in terms of OFSTED requirements, safeguarding and Health & Safety, whilst transitioning from an in house traded school swimming service model to one that enables schools to directly purchase swimming support directly from external providers.
  - providing schools with a sufficient but financially sustainable offer of bought back schools swimming. This would involve a consideration of the current charging regime for schools, and the potential for the procurement of a schools swimming contract with an external provider.
8. The review will include consultation with all relevant stakeholders including staff and its recommendations will provide the basis of a further report to this committee in May 2016.

### **Other Options Considered**

9. As the purpose of this report is to review future options for delivering the Council's Schools Swimming offer which will be brought before the Committee at a later stage, no other options were considered at this time

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

10. The Council's Schools Swimming offer needs to support Nottinghamshire schools to deliver their OFSTED requirement to provide an appropriate programme of swimming within the budget available.

### **Statutory and Policy Implications**

11. 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**

12. Reduce the cost to the Council of supporting Nottinghamshire Schools to deliver their OFSTED requirement to provide an appropriate programme of swimming.

### **RECOMMENDATION/S**

- 1) That the Committee approves the proposal to review the Council's support to Nottinghamshire schools to deliver their OFSTED requirement to provide an appropriate programme of swimming, as detailed in this report.

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



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**Constitutional Comments (LM 19/11/15)**

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

**Financial Comments (SAS 25/11/15)**

14. The financial implications of this report are contained within paragraph 12 above.

**Background Papers and Published Documents**

None.

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

All.

C0729



**14 December 2015****Agenda Item: 9****REPORT OF THE CORPORATE DIRECTOR OF CHILDREN, FAMILIES AND  
CULTURAL SERVICES****NATIONAL CHILDREN AND ADULT SERVICES CONFERENCE 2015:  
14 – 16 OCTOBER 2015****Purpose of the Report**

1. To report back on Member and officer attendance at the National Children and Adult Services Conference which took place in Bournemouth between 14<sup>th</sup> and 16<sup>th</sup> October 2015.

**Information and Advice****Background**

2. The County Council's representatives were Councillor Muriel Weisz, Chair of the Adult Social Care and Health Committee, Councillor Liz Plant, Vice-Chair of the Children and Young People's Committee, Colin Pettigrew, Corporate Director of Children, Families and Cultural Services and David Pearson, Corporate Director of Adult Social Care, Health and Public Protection.
3. This report describes the business of the event and an evaluation by the Council's representatives of its success, with particular reference to the business of the Council and the achievement of learning objectives. The report is supported by reference to the speeches and presentations which are on the conference website, hosted by the Local Government Association (LGA).

**Purpose/Aim of the Event**

4. The National Children and Adult Services Conference is the major annual national conference for adults and children's services.
5. This Conference is designed to provide an opportunity to further understand and get up to date information on proposals to deal with issues in adults and children's services.
6. Attendance at the Conference was with the following objectives:
  - understand the policies and strategies of the Government for adults and children's services

- receive information on best practice across the country
- hear from expert speakers and Government Ministers on a range of policy developments, key challenges and opportunities in adults and children's services.

## **Achievement of Objectives**

7. The Conference had a full agenda of speeches, plenary sessions, workshops and exhibitions. It also provided opportunities for Members and officers to talk to colleagues across the country about the various issues and challenges facing adults and children's services.
8. The 2015 Conference, disappointingly, was not well attended by leading politicians, unlike previous events.
9. A large number of topics were covered and some of the key issues are summarised below.

## **Summary**

10. The National Children and Adult Services Conference opened on Wednesday 14 October with speeches from Councillor Gerald Vernon-Jackson, LGA Vice-Chair, with Isaac Samuels, service user and member of Coproduction Group, Think Local Act Personal, Alison O'Sullivan, President of the Association of Directors of Children's Services (ADCS), and Ray James, President of the Association of Directors of Adult Social Services (ADASS).
11. In her speech Alison announced the publication of the ADCS policy position paper on Local Safeguarding Children Boards (LSCBs) and touched on the impact of reductions to local authority budgets, social work reform, sector-led improvement and of course OFSTED and the Single Inspection Framework (SIF). She celebrated the importance of innovation across the sector and the need for further partnership working in the future delivery of public services which was something of a key theme throughout the Conference.
12. Sessions ran throughout the morning and into the afternoon from Education Question Time which looked at changes to the education system from academisation through to the increased safeguarding duties such as Prevent, to Practice leadership in social work: a new lever for better standards and standing, which considered social work reform and heard from principal social workers about their role. Other topics included keeping children safe at school and a look into the overlays of dealing with the impact of domestic abuse on both vulnerable children and adults. A speech from the Shadow Education Secretary, Lucy Powell MP, concluded the afternoon's plenary sessions. In her speech she touched on some of the challenges facing local authorities including the recruitment of high quality teachers, the shortage of school places and closing the attainment gap. She also talked about free schools and emphasised that there is no evidence that academisation in and of itself leads to improvement in schools.
13. On Thursday Children's Commissioner, Anne Longfield, outlined the key issues for children and families that she will be seeking cross-party support for, including

children in care, care leavers, Child and Adolescent Mental Health Services (CAMHS), CSE and CSA. Breakout sessions touched on radicalisation, adolescents and risk, championing children's social work, mental health and the early years. A real highlight of the day was a DfE session with two care leavers from the Bournemouth area.

14. The day ended with a series of evening fringe meetings.
15. A variety of sessions ran throughout the Friday morning including an in-depth look into Lincolnshire's approach to improving education, discussions on local responses to child sexual exploitation and a session on the Syrian resettlement programme in response to the current refugee crisis brought the conference to a close.
16. Speeches and presentations from the event will be posted onto the conference website when available.

### **Evaluation**

17. Members and officers felt that the Conference was very effective in providing an opportunity to learn about the key issues in these areas of service and the future direction. The non-attendance by any education or children's Minister was disappointing.
18. Details of the speeches and presentations will be found at the link below.

[www.adass.org.uk/ncasc-2015](http://www.adass.org.uk/ncasc-2015)

### **Other Options Considered**

19. The report is for noting only.

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

20. The report is for noting only.

### **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 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.

## **RECOMMENDATION/S**

- 1) That the report on Member and officer attendance at the National Children and Adult Services Conference which took place in Bournemouth between 14<sup>th</sup> and 16<sup>th</sup> October 2015 be noted.

**Colin Pettigrew**  
**Corporate Director, Children, Families and Cultural Services**

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### **Constitutional Comments**

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

### **Financial Comments (SS 20/11/15)**

23. 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.

National Children and Adult Services Conference 2015 – report to Policy Committee on 17 June 2015

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

All.

C0727

**14 December 2015****Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****CHANGE IN THE ESTABLISHMENT OF THE INDEPENDENT CHAIR SERVICE****Purpose of the Report**

1. To seek Committee approval to increase the Child Protection Coordinator establishment from 8.5 fte to 9.1 fte and dis-establish 0.7 fte of the Independent Reviewing Officer establishment which is currently not being utilised.

**Information and Advice**

2. The Independent Chair Service in Nottinghamshire sits within the Safeguarding and Independent Review Service. The service is responsible for quality assuring practice in relation to children in public care and children subject to a child protection plan, and to promote effective interagency working. There are two groups of staff within the ICS: Child Protection Coordinators and Independent Reviewing Officers. Child Protection Coordinators are responsible for chairing all initial and review child protection conferences and complex strategy meetings. Independent Reviewing Officers are responsible for chairing reviews for Looked After Children and monitoring care planning in between reviews.
3. The establishment for the child protection coordinator group is currently 8.5 fte with an additional temporary post to provide the capacity in the service to chair historical abuse strategy meetings. From the end of November there will be 8.1 fte permanent workers in post, which includes a half-time child sexual exploitation coordinator role. Agency staff have been used as necessary to maintain capacity and provide an effective service. There are currently 1.9 fte agency workers covering the 0.4 fte vacancy, backfill for the 0.5 fte CSE role until January and cover for the temporary post.
4. Since the beginning of the year there has been a significant increase in Child Protection Plans in Nottinghamshire which has put considerable pressure on the capacity within the Child Protection Coordinator group. At the end of October 2015 there were 813 children subject to a Child Protection Plan, compared to 697 at the end of March 2015. There has also been an increase in the number of child sexual exploitation meetings held.
5. It is proposed that the remaining 0.4 fte permanent vacancy in the child protection team is increased to a full time vacancy to enable the team to meet the increased demands on the service. The funding required for this increase in the establishment by 0.6 fte is £29,654 which can be met from the existing independent reviewing officer budget. It is planned that

this proposed full-time vacancy will be filled by a permanent staff member thereby enabling the exiting of an agency worker.

6. The establishment for the independent reviewing officers group is 14.77 fte. Given the relatively stable numbers of looked after children, there are no plans to utilise the establishment above 14 fte. Therefore the required funding for an additional 0.6 fte child protection coordinator can be met from the independent reviewing officer group without any impact on that service.
7. For information, it is planned that the temporary child protection coordinator post referred to above will be filled by a current agency worker taking up a fixed term contract with the department, thereby becoming a temporary NCC staff member. There will be no additional cost incurred for the agency to fixed term transfer under the terms of the managed service contract where previously introductory fees would have been incurred.

### **Other Options Considered**

8. No other options have been considered as the above best meets the service needs.

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

9. The proposed changes to the establishment within the Independent Chair Service will enable the service to respond to the changing work pressures across the service. These slight changes to the establishment will not increase the current overall budget.

### **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.

### **Financial Implications**

11. This proposal is cost neutral.

### **Human Resources Implications (GME 18/11/15)**

12. The proposal is in accordance with the agreed employment policies and procedures of the County Council and is a positive way to generate capacity within existing budgets.

### **Implications for Service Users**

13. This proposal will promote consistency in chairing arrangements for child protection meetings which provide a more effective service.



## **RECOMMENDATION/S**

- 1) That approval is given to increase the Child Protection Coordinator establishment from 8.5 fte to 9.1 fte and dis-establish 0.7 fte of the Independent Reviewing Officer establishment.

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

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### **Constitutional Comments (SMG 26/11/15)**

14. The Committee has the responsibility for approval of departmental staffing structures as required. The proposals in this report fall within the remit of this Committee.
15. The Employment Procedure Rules provide that the report to Committee include the required advice and HR comments and that the recognised trade unions be consulted on all proposed changes to staffing structures (and any views given should be fully considered prior to a decision being made).

### **Financial Comments (SS 26/11/15)**

16. The financial implications of this report are contained within paragraph 11 above.

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

None.

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

All.

C0737



14 December 2015

Agenda Item: 11

## **REPORT OF CORPORATE DIRECTOR, RESOURCES**

### **WORK PROGRAMME**

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

1. To consider the Committee's work programme for 2015-16.

#### **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**

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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 2015-16

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
<b>18 January 2016</b>		
Children's Centres services - consultation and proposals		Derek Higton
Nottinghamshire Early Years Plan	For information	Derek Higton
Financial support for students in post-16 education	For comment and recommendation to Policy Committee	Service Director, ES&I
Proposed remodelling of school nursing service	For information	Kate Allen
Rota Visits to children's homes: Autumn 2015	Six monthly report	Steve Edwards
School Capital Programme progress report	Six month update report	Jas Hundal
Nottinghamshire CAMHS Pathway Review update	Quarterly report	Kate Allen
Child Sexual Exploitation and Children Missing from Home and Care: update	Six-monthly update	Steve Edwards
Review of the Early Help Unit		Derek Higton
<b>22 February 2016</b>		
Performance reporting (Quarter 3 2015/16) – Services for Children and Young People	Quarterly performance report	Celia Morris
Nottinghamshire School Admission Arrangements 2017/18	For determination	Service Director, ES&I
Child Poverty Needs Assessment		Derek Higton
Schools Forum and Education Trust Board officer group report	Annual officer group report	Service Director, ES&I
National Children and Adult Services Conference 2016	For decision	Derek Higton
<b>21 March 2016</b>		
Performance figures for Nottinghamshire schools and academies – academic year 2014/15	For information	Service Director, ES&I
Key Stage 2 performance – analysis and actions	For information	Service Director, ES&I
National Minimum Fostering Allowances and Fees for Foster Carers	Annual determination	Steve Edwards
Children, Young People and Families Plan 2016-18		Derek Higton
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	Service Director, ES&I
<b>25 April 2016</b>		
Principal Child and Family Social Worker - annual report 2015		Steve Edwards

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
Under 16 Home to School Transport Policy and Post-16 Transport Policy – academic year 2016/17	For comment and recommendation to Policy Committee	Service Director, ES&I
Nottinghamshire CAMHS Pathway Review update	Quarterly report	Kate Allen
Children's Social Work Health Check 2015		Steve Edwards
<b>23 May 2016</b>		
Performance reporting (2015/16) – Services for Children and Young People	Annual performance report	Celia Morris
Exceptional payments for school clothing and footwear 2016/17	Annual determination	Service Director, ES&I
Authority governor appointments and reappointments and Local Authority appointments to school governing bodies	Quarterly report on appointments made	Service Director, ES&I
A Strategy for Closing the Educational Gaps in Nottinghamshire	Six monthly review report	Service Director, ES&I
Children's Services Health Check Survey 2016		Derek Highton
Review of Schools Swimming Service offer - recommendations		Derek Highton
Revised offer for arts and music services for young people		Derek Highton
<b>20 June 2016</b>		
Looked After Children and Care Leavers Strategy 2015-18 – progress report	Annual report. (Also six monthly reports to CP Sub-Cttee on 11/1/16 & 13/6/16)	Steve Edwards
Nottinghamshire Childcare Sufficiency Assessment 2016		Derek Highton
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	Service Director, ES&I
<b>18 July 2016</b>		
Youth Justice Plan 2016-17	For comment and recommendation to Full Council	Derek Highton
Child Sexual Exploitation and Children Missing from Home and Care: annual report 2015/16		Steve Edwards
Nottinghamshire Code of Conduct for issuing fines for pupil absences – impact of amendment to threshold		Derek Highton
Members' visit to Outdoor & Environmental Education residential centres	For decision	Derek Highton
Rota visits to children's homes – April and May 2016	Six monthly report	Steve Edwards
School Capital Programme progress report	Six month update report	Jas Hundal

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
Nottinghamshire CAMHS Pathway Review update	Quarterly report	Kate Allen

