

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

**Monday, 13 July 2015 at 10:30**

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

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### **AGENDA**

- |    |  |         |
|----|--|---------|
| 1  | Minutes of the last meeting held on 15 Jun 2015  | 3 - 8   |
| 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  | Nottinghamshire code of conduct for issuing fines for pupil absences - amendment to threshold  | 9 - 14  |
| 5  | Revised offer for arts and music services for young people   | 15 - 24 |
| 6  | Outcome of the Youth Justice Service short quality screening inspection  | 25 - 32 |
| 7  | Transfer of Junior Attendance Centres from the Ministry of Justice to the Local Authority  | 33 - 36 |
| 8  | Adolescence and Early Help locality services group - changes to staffing establishment   | 37 - 44 |
| 9  | Development of Early Support Services to children and young people with disabilities and their families  | 45 - 50 |
| 10 | Members' visit to the Outdoor and Environmental Education Residential Centres  | 51 - 54 |
| 11 | Block purchase of residential care for children with social, emotional and behavioural difficulties  | 55 - 60 |

12	Policy and process guidance for discretionary payments towards the provision of major adaptations to service users' homes	61 - 70
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## **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 15 Jun 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)

John Allin  
Boyd Elliott  
Keith Longdon  
Philip Owen

Mike Pringle  
Sue Saddington  
Gail Turner  
John Wilmott

Ex-officio (non-voting)  
A Alan Rhodes

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

A Ms Gail Neill  
A Mr James Parry  
Mr David Richards JP  
A Mr John Rudd

**OFFICERS IN ATTENDANCE**

Steve Edwards	Children, Families and Cultural Services
Derek Higon	Children, Families and Cultural Services
Terri Johnson	Children, Families and Cultural Services
Laurence Jones	Children, Families and Cultural Services
Denis McCarthy	Children, Families and Cultural Services
Philippa Milbourne	Children, Families and Cultural Services
John Slater	Children, Families and Cultural Services
Alison Fawley	Policy, Planning and Corporate Services

**CHAIRMAN AND VICE-CHAIRMAN OF THE COMMITTEE**

**RESOLVED 2015/049**

That the appointment by County Council on 14 May 2015 of Councillor John Peck as Chair of the Children & Young People's Committee and Councillors Liz Plant and Kate Foale as Vice-Chair of the Children & Young People's Committee be noted.

## **MEMBERSHIP OF THE COMMITTEE**

### **RESOLVED 2015/050**

The membership of the committee, as set out above, was noted. Councillor Mike Pringle had been appointed in place of Councillor Alice Grice for this meeting only.

## **MINUTES OF THE LAST MEETING**

The minutes of the meeting held on 18 May 2015, having been circulated to all Members, were taken as read and were confirmed and were signed by the Chair.

## **APOLOGIES FOR ABSENCE**

An apology for absence was received from Mr J Rudd (other business).

## **DECLARATIONS OF INTEREST**

Councillor Kate Foale declared a private interest in item 13 – authority governor appointments and reappointments and LA governor appointments to school governing bodies, as her husband was a governor at Kinoulton Primary, which did not preclude her from speaking or voting on that item.

## **APPROVAL OF SCHOOL HOLIDAY AND TERM TIME DATES FOR LA MAINTAINED SCHOOLS IN NOTTINGHAMSHIRE 2016/17, 2017/18 AND 2018/19**

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

Following a debate, an additional recommendation was moved by Councillor Gail Turner and seconded by Councillor Philip Owen.

That the next determination of school holiday and term dates for Local Authority maintained schools in Nottinghamshire should include a full consultation on a proposal to change the October holiday to two weeks.

After discussion the additional recommendation was put to the vote and was carried.

### **RESOLVED 2015/051**

- 1) That the suggested school holiday and term dates for Local Authority maintained schools in Nottinghamshire for 2016/17, 2017/18 and 2018/19, as set out in Appendix 1 of the report, be approved.
- 2) That the next determination of school holiday and term dates for Local Authority maintained schools in Nottinghamshire should include a full consultation on a proposal to change the October holiday to two weeks be approved.

## **EXCEPTIONAL PAYMENTS FOR SCHOOL CLOTHING AND FOOTWEAR 2015/16**

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

### **RESOLVED 2015/052**

That approval be given to continue to apply, as a guide only, a scale of payments for allowances granted under the exceptional circumstances category up to a maximum of £50 per qualifying pupil: 25% of the full allowance for infant school children, 50% of the full allowance for junior school children and year 11 children and 75% of the full allowance for other secondary school children. Individual circumstances would be taken into consideration when determining the amount.

## **CHILDREN MISSING EDUCATION – UPDATE**

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

### **RESOLVED 2015/053**

- 1) That the update on the impact of the Children Missing Education (CME) Action Plan 2014-15 as attached at Appendix 1 be noted.
- 2) That the development of new ways of working across Nottinghamshire County Council teams to ensure that vulnerable children and young people access their full educational entitlement be noted.
- 3) That the key priorities for the 2015-16 CME Action Plan to ensure that all vulnerable children can be identified and supported into appropriate educational provision either within school or through high quality education be noted.

## **NOTTINGHAMSHIRE'S SMALL SCHOOLS WORKING GROUP**

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

### **RESOLVED 2015/054**

- 1) That the focus and progress of the small primary schools working group currently being developed across the county be noted.
- 2) That the achievements of small schools and the particular challenges faced by small schools at this time be noted.

## **THE IMPACT OF EARLY HELP IN NOTTINGHAMSHIRE**

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

## **RESOLVED 2015/055**

That the update on the current assessment of the impact of our approach to Early Help in Nottinghamshire be noted.

### **NOTTINGHAMSHIRE CODE OF CONDUCT FOR ISSUING FINES FOR PUPIL ABSENCES – AMENDMENT TO THRESHOLD**

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

Following a debate, an amendment to the motion was moved by Councillor Philip Owen and seconded by Councillor Boyd Elliott:

That the penalty notice threshold be amended to 10% from September 2015.

Following debate the Chair put to members that the item be withdrawn from the Agenda as the amendment had significant financial implications and members would not be able to give the amendment full consideration without additional information. The report would be brought back to the next meeting addressing all issues arising from the proposed amendment.

A proposal to withdraw the item was put to the vote and was carried.

A recorded vote was requested, the votes were as follows:

#### **FOR**

John Allin  
Kate Foale  
John Peck

Liz Plant  
Mike Pringle  
John Wilmott

#### **AGAINST**

Boyd Elliott  
Keith Longdon  
Philip Owen

Sue Saddington  
Gail Turner

There were no abstentions.

## **RESOLVED 2015/056**

That a full report which included the implications of reducing the threshold to 10% be brought to the meeting on 13 July 2015.

### **ESTABLISHMENT OF CHILDREN MISSING OFFICER POST AND JOINT FUNDING FOR SPECIALIST POLICE OFFICER POST**

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

## **RESOLVED 2015/057**

- 1) That the establishment of a 1fte Children Missing Officer post (scale 5) be approved.
- 2) That joint funding with Nottinghamshire Police of a 1fte Specialist Police role for Looked after Children and Child Sexual Exploitation, established within Nottinghamshire Police, be approved.

## **AUTHORITY GOVERNOR APPOINTMENTS AND REAPPOINTMENTS AND LA GOVERNOR APPOINTMENTS TO SCHOOL GOVERNING BODIES**

## **RESOLVED 2015/058**

- 1) That new appointments to Authority vacancies and re-appointments of Authority governors, who reach the end of their term of office during the period 1 March to 30 April 2015, for schools who have not yet reconstituted, as listed in paragraph 10 of the report be noted.
- 2) That the appointment of parent, Authority, community and staff governors to the shadow governing body of Burton Joyce Primary School, as listed in paragraph 10 of the report be noted.
- 3) That the nomination and appointment of Local Authority governors to reconstituted governing bodies as listed in paragraph 11 of the report be noted.

## **WORK PROGRAMME**

Following a debate, an additional recommendation was moved by Councillor Philip Owen and seconded by Councillor Sue Saddington:

That a full report giving an update on the block purchase of residential care for children with social, emotional and behavioural difficulties be added to the work programme for July 2015

After discussion the additional recommendation was put to the vote and was carried.

## **RESOLVED 2015/059**

- 1) That the Committee's work programme be noted.
- 2) That a full report giving an update on the block purchase of residential care for children with social, emotional and behavioural difficulties be added to work programme for July.

The meeting closed at 11.55am

CHAIRMAN





**13 July 2015****Agenda Item: 04****REPORT OF THE ACTING SERVICE DIRECTOR, YOUTH, FAMILIES AND  
CULTURE****NOTTINGHAMSHIRE CODE OF CONDUCT FOR ISSUING FINES FOR PUPIL  
ABSENCES – AMENDMENT TO THRESHOLD****Purpose of the Report**

1. This report seeks to provide a further update on the use of Penalty Notices for non-attendance at school following an amendment to the motion moved at the Committee meeting on 15 June 2015 that the penalty notice threshold be amended to 10% from September 2015. The matter was withdrawn and placed on the agenda for Committee today so that additional information could be provided on the financial and other implications of this proposed change to the threshold. The report seeks approval for the Penalty Notice threshold to be amended as described in paragraph 12. This report should be read in conjunction with the original report which is provided as a background paper.
2. The report also proposes that a review examining the impact of changes is presented to the Committee in 12 months' time assessing the benefits with a view to establishing whether a further reduction in the threshold is appropriate

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

3. The threshold in Nottinghamshire for issuing a parent/guardian with a Penalty Notice is outlined in the Authority's Code of Conduct as 25% absence over a 6 week period. This equates to 15 missed sessions or 7.5 days of absence over 6 weeks. £60 fines are issued to each parent to be paid in full within 21 days otherwise they automatically become £120 fines. All fines must be paid in full with 28 days. The threshold was set at this level to ensure any use of fines is fair, proportionate and focused on regular and persistent absence. The current threshold is the same regardless of whether the unauthorised absence is general in nature or for the purpose of a family holiday during term time. The Nottinghamshire Code of Conduct was consulted on with schools in the spring of 2013 and no changes were made to the threshold at that point or since then.
4. As outlined in the previous report, in order to compare Nottinghamshire with other local authorities, requests for data were made from 23 local authorities to which 17 fully or partly responded. In summary:
  - one local authority had the same threshold at 25%

- five authorities had a threshold of 20%
- seven had a threshold between 11 and 19%
- three had a threshold of 10% or lower
- one did not disclose their threshold.

## Analysis of the Benchmarking Exercise

5. An analysis of the information available from the benchmarking exercise conducted with other local authorities has indicated the following trends:
  - nationally pupil absence rates have been steadily falling at the same time as the use of fines for absence has increased
  - there are considerable variations in Penalty Notice Thresholds across different authorities
  - there are significant variations in the volume of fines used by different local authorities
  - a high proportion of Penalty Notices are unpaid requiring further action through the Courts
  - there is mixed evidence that having a much lower threshold and issuing a much higher number of fines results in a bigger reduction in absence rates.
6. In order to look in more depth at the potential performance implications from a change to a 10% threshold, the data available has been aggregated in order to assess whether the Council might expect an improvement in persistent absence if such a change is implemented. Based on the data available to the Council, it is concluded that a change to a 10% threshold for issuing Penalty Notices is unlikely to achieve significantly better performance than a threshold between 11% and 20%.

Threshold for issuing fines	Average rate of persistent absence (2013/14)	Average reduction in persistent unauthorised absence rates (2013/14)
25%	4.1%*	-17%
20%	4.66%	-18%
11-19%	4.47%	-21%
10% or less	4.4%	-10%

\*Nottinghamshire's PA rate for 2013-14 was 3.5%

## Issues for Consideration when Amending the Threshold

7. There are a number of consequences and considerations for the Council and other organisations when making changes to the threshold for issuing fines for poor attendance and these are detailed below.
8. The cost to the public purse in relation to enforcing school attendance can be significant and it is important that the efficacy of spending more on this area is matched by improved outcomes. As is stated above the evidence for this is far from conclusive. The average cost to the County Council of enforcement is £247 per case taking into account the full range from those which are promptly paid to the up to 50% that are unpaid and which the Council must pursue through the Courts. Whilst some Court costs are recoverable the majority cannot be recouped and taking the DfE's upper prediction of the number of the

school population who would meet the 10% absence threshold (12.7% or 13,716 pupils) the additional costs of enforcement to the Council could reach £3.1m per year. The estimated costs modelled using different thresholds are shown in the table below. There would also be significant costs to Her Majesty's Courts and Tribunals Service in relation to the administration and collection of fines and the holding of hearings and trials in relation to non-payment.

<b>Threshold</b>	<b>25%</b>	<b>20%</b>	<b>15%</b>	<b>10% (a)</b>	<b>10% (b)</b>
<b>%School population expected to meet the threshold</b>	0.27%	2.3%	3.5%	5.75%	12.7%
<b>Number of school population affected</b>	300	2484	3780	6210	13716
<b>Number of EPNs issued (c)</b>	450	3726	5670	9315	20574
<b>Cost of enforcement /prosecution (d)</b>	£111,150	£920,322	£1,400,490	£2,300,805	£5,081,778
<b>Income from fines (e)</b>	£24,300	£201,204	£306,180	£501,010	£1,110,996
<b>Income from Court costs (f)</b>	£2,562	£41,917	£52,537	£104,793	£231,457
<b>Net Cost</b>	£84,288	£677,201	£1,041,773	£1,695,002	£3,739,325
<b>Current budget allocated to enforcement</b>	£85,000	£85,000	£85,000	£85,000	£85,000
<b>Absorbable cost within new Family Service Structure</b>	-	£550,000	£550,000	£550,000	£550,000
<b>Potential additional budget required</b>	-	£37,201	£406,773	£1,060,002	£3,104,325
<p>(a) This takes the median from the DfE estimate of between 1.2% and 12.7%</p> <p>(b) This takes the top of the DfE estimate of between 1.2% and 12.7%</p> <p>(c) Based upon assumptions of 75% of children having two prosecutable parents</p>					

- (d) Based on an average cost of £247 per enforcement/prosecution
- (e) Based on 90% of fines being paid at the £60 rate
- (f) Based on half of all fines being unpaid and requiring Court action, £90 Court Costs recovered in 25% of cases

9. There are likely to be some additional pressures on schools from a change in threshold in relation to the collation and presentation of evidence and attendance at Court in relation to contested fines or prosecutions. Contested fines are particularly likely where there are contact arrangements between separated parents, both of whom will be subject to a fine. Since 2013 head teachers have been allowed to issue fines themselves without reference to the Local Authority, although none has yet done so. If schools were to take on the issuing of fines it would reduce the cost to the Council.
  
10. Whilst there are no significant equality issues inherent in a change to the threshold there will remain differing interpretations by Head Teachers and this can lead to apparent unfairness into how unauthorised absence is addressed and this may be polarised by a change of the threshold to 10%.
  
11. There are also particular concerns relating to parents whose work restricts them to taking holidays at certain times. This includes workers in some sections of the private sector and also some in emergency and armed services whose circumstances are unlikely to be considered as exceptional.

### **Proposal to Amend the Threshold**

12. Taking into account all of these considerations it is proposed that head teachers are given the freedom and the support of the Local Authority to act earlier in the case of both persistent absence and the taking of holidays during term time. In order to ensure that the costs of enforcement is commensurate with the effectiveness of this as a method of reducing unauthorised absence it is proposed to have the facility to issue official warnings and Education Penalty Notices using differing thresholds as indicated below.

#### Persistent Absence

- once a child has reached the 10% (6 sessions/3 days over a rolling 6 week period) unauthorised absence threshold the school can issue or ask the Local Authority to issue a warning letter. The letter will make it clear that any further absence will result in the issuing of an Educational Penalty Notice to each parent for each child to whom persistent absence applies
- the duration of the warning letter will be 12 weeks from issue
- if the unauthorised absence rises to 15% (10 sessions/5 days over a rolling 6 week period) then the school can issue or ask the Local Authority to issue Educational Penalty Notices to the parents
- in these cases the Local Authority will also consider what services or measures may be required to prevent or reduce further unauthorised absence.

#### Holidays During School Term Time

- if the school has evidence that a parent has removed a child from school for the purposes of a holiday during term time without authorisation and the level of absence

is above 6 sessions/3 days in total then the school can issue or request the Local Authority to issue an Educational Penalty Notices to the parents.

### **Other Options Considered**

13. Consideration has been given to amending the threshold to 20% and to 10%. When discussed by the Committee in June 2015 there was considerable concern that a figure so far removed from the government definition of persistent absence gave the wrong message to parents about the importance of regular school attendance. Consideration has also been given to amending the threshold to 10%. Given the very significant cost of this measure and the lack of evidence that this would significantly improve school attendance this measure is not proposed.

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

14. The recommendation has been made to make sure that the Nottinghamshire Code of Conduct remains fit for purpose and is effective in addressing pupil absence rates within Nottinghamshire and more closely reflects the planned change to the government's Persistent Absence definition from September 2015. The recommendation also seeks to limit the costs associated with a change of threshold by using warning letters where appropriate to change behaviour which will not require assessment of evidence and ongoing monitoring and additional actions by the Local Authority.

### **Statutory and Policy Implications**

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

### **Financial Implications**

16. Any change to the threshold is likely to result in an increase in demand for fines from schools and possibly court work where fines are not paid. The introduction of warning letters, the impact of which can be subsequently monitored by schools, and a differentiated threshold for persistent absence and holidays in term times will limit work to some extent and therefore limit costs. It is projected that this increase in work could be managed in the first instance through the recruitment of a further 3.5 FTE Senior Case Managers for enforcement and a 0.5 FTE Senior Professional Practitioner at a cost of £182,000 per year. This could be met by the reprioritisation of services within the Family Services budget for 2015/16 and 2016/17. A potential budget pressure would be created in 2017/18 when the current Option for Change saving of £1.000m is actioned for this service. There would also be additional income generated from the increased issue of penalty notices to contribute towards the additional cost. A further report to establish these posts would be put before Committee at a later date.

## **RECOMMENDATION/S**

That:

- 1) the Committee notes the update on the use of Penalty Notices for non-attendance at school
- 2) the Committee gives approval for the Penalty Notice threshold to be amended as described in paragraph 12
- 3) a review examining the impact of changes is presented to Committee in 12 months' time assessing the benefits with a view to establishing whether a further reduction in the threshold is appropriate.

**Laurence Jones**  
**Acting Service Director, Youth Families and Culture**

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

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Targeted Support Operations Manager  
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### **Constitutional Comments (SLB 26/05/15)**

17. Children and Young People's Committee is the appropriate body to consider the content of this report.

### **Financial Comments (SS 02/07/15)**

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

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

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

Report to the Children and Young People Committee, Nottinghamshire Code of Conduct for Issuing Fines for Pupil Absences – Amendment to Threshold (15 June 2015)

Full Report – Review of Penalty Notice Code of Conduct Threshold

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

All.

C0671

13 July 2015

Agenda Item: 05

**REPORT OF THE TEMPORARY SERVICE DIRECTOR, YOUTH, FAMILIES  
AND CULTURE****REVISED OFFER FOR ARTS AND MUSIC SERVICES FOR YOUNG PEOPLE****Purpose of the Report**

1. The report seeks approval to cease current out of school arts provision as of 31 March 2016 and to agree a new model of provision, as detailed in **Appendix 1**, which will enable the service to increase the number of young people participating in the arts through a more local targeted offer and to meet its budget savings.

**Information and Advice**

2. The County Council has a long history of developing and delivering opportunities for young people to engage with music and the wider arts. This out of school provision has traditionally taken the form of multi art form activities, on Saturday mornings in selected settings across the County (Nottinghamshire Performing Arts sessions - NPA). Currently there are around 500 young people attending 4 Saturday centres at:

Minster School (Newark and Sherwood)  
Bruns Academy (Mansfield)  
Redhill Academy (Gedling)  
Outwood Academy – Portland (Bassetlaw).

3. In addition the County Council has supported a range of performance groups aimed at young people who want to progress their skills further. Groups, with the number of members in brackets, are:

The County Choir (12)  
The Nottinghamshire Theatre Group (12)  
The Red Hot Band (20)  
Steel Pans Group (9)  
The Intermediate Concert Band (23)  
The County Concert Band (22).

4. The options for change recommendations for Arts and Sports for Children and Young People were presented at Policy Committee on 12 November 2014 and approved at Full Council on the 26 February 2015 as part of the budget report. The two recommendations agreed were:



- a budget reduction of £350,000 (£200,000 in 2016/17 and a further £150,000 in 2017/18)
  - that consideration is given to the arts and music services moving to an arm's length organisation delivered in partnership with the Council. This aspect has been resolved with a decision at the Children and Young People's Committee on 18 May 2015 that the music and arts service would be linked to the new libraries arm's length body currently being established by the Local Authority.
5. Whilst it is widely acknowledged by users of the service that the quality of the offer is excellent, numbers attending have been in steady decline over the past five years. At its peak more than 1,000 young people attended the NPA sessions and the County performance groups but this number has reduced by 40%, to approximately 600 attendees. Reasons for the decline in numbers include:
- increased competition for time
  - increased provision in school and the wider community
  - competing offers more locally accessible
  - introduction of charging (in academic year 2011/12)
  - reduction in service offer
  - geographical accessibility.
6. An audit of arts provision across the County highlighted numerous existing dance, drama and music activities for young people not supported or funded by the County Council.

#### **NPA / Performance Groups - income and expenditure 2014/15**

7. Income and expenditure for 2014/15 was as follows:

Staffing	£ 243,198
Venue hire	£ 30,000
General running costs	£ 27,900
<b>Total Expenditure</b>	<b>£301,098</b>
Income from participants (£3.50 per week)	£ 45,521
<b>Overall Subsidy</b>	<b>£ 255,577</b>

8. The subsidy per person therefore is £19.37 per week. The scheme could break even (under its current system of operation) if 800 members paid £15 per week for 22 weeks rather than the current £3.50. The challenge is further exacerbated in that there is no guarantee of Adult Social Care short breaks funding or Music Education Hub funding post March 2016.
9. There is a significant challenge to the sustainability of the current provision both financially and in attracting attendance. To address this, it is recommended that the current provision of the weekly Saturday Centres and Performance Groups cease from 31 March 2016 and be replaced with a new model centred on growing and developing current programmes



offered by Instrumental and Music Teaching and County Youth Arts, developing links with existing local provision, targeted workshops, events and opportunities for children from challenging circumstances.

10. Progression routes for talented young people have and will continue to be developed locally, regionally and nationally, ensuring a higher quality of provision and opportunities for Nottinghamshire young people. Examples of this approach include the development of a regional talent programme with two other East Midlands Music Education Hubs and a three year partnership agreement with the National Youth Choir of Great Britain.
11. Links are being developed with locally based dance and drama organisations in order to actively place current NPA members. Both the current Able Orchestra and Unity projects are being expanded to give disabled young people from all seven districts of the County opportunities currently unavailable to them.
12. The current provision is funded until 31 March 2016 and therefore will continue until that date. This will enable the new model of operation outlined in **Appendix 1** to be established, as well as other current provision to be grown and extended further. The 22 weekly sessions offered over the usual academic year will be compressed into the autumn and spring terms to ensure the young people still have access to the full number of sessions.
13. In addition, discussion with pre-existing providers, community groups and schools will be undertaken to establish regular opportunities for young people in all seven districts and for groups of young people currently underserved by pre-existing provision, for example disability arts.
14. Staff were briefed and consulted in May 2015, alongside the wider NCC budget consultation between November 2014 and February 2015. Further consultation with staff, service users and stakeholders is planned for the autumn.

### **Other Options Considered**

15. To run a break even model charges to parents/carers would need to increase from £75 per annum to £330 per annum. This represents a 440% increase. Previous consultation when a charged was introduced deemed this to be unacceptable to parents and carers.

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

16. The recommendations meet the Options for Change decision including the financial challenge faced by the Council and implementation of a planned approach will enable the service to ensure young people's participation in music is maintained.
17. The recommended model aims to increase overall take up by young people due to better geographical spread and targeted work. Initial attendance of young people in the newly formed Area Continuation Bands (see **Appendix 1**) suggests that the uptake is likely to match and possibly exceed the current membership in Nottinghamshire Performing Arts. With the extension of the Able Orchestra and Unity projects, there is likely to be increased participation in the arts for young disabled people.

## **Statutory and Policy Implications**

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

## **Financial Implications**

19. The recommendations enable the service to meet the agreed £200,000 budget savings for 2016/17 as outlined in the Options for Change document. Further recommendations on the planned budget reductions for 2017-18 will be put before Committee at a future date.

## **Human Resources Implications**

20. With the recommendation to cease the existing model of operation, a total of 11.02 FTE posts will be subject to S188 notification. Those staff affected will be managed through the Council's current procedures for staff at risk of redundancy.
21. Staff were briefed and consulted in May 2015. Further consultation with staff is planned for the autumn.

## **Implications for Service Users**

22. Fewer than 600 young people, around 500 in Saturday centres and less than 100 in Performance Groups will be affected with the ceasing of current provision in March 2016. Work has already started on identifying new and existing opportunities for these young people and it is anticipated that the new model will increase participation through a more widely available offer.
23. Young people attending current provision will be provided with information about the new offer and other opportunities in their locality. They will also receive the full 22 weekly sessions between September 2015 to March 2016.

## **RECOMMENDATION/S**

- 1) That a revised new model of out of school arts provision, enabling the service to meet its budget savings and increase local access for young people, as detailed in **Appendix 1**, is implemented from 1 April 2016.

**Laurence Jones**

**Temporary Service Director, Youth, Families and Culture**

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

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**Constitutional Comments (LM 25/06/15)**

24. The Children and Young People's Committee has delegated authority within the Constitution to approve the recommendations in the report.

**Financial Comments (SS 26/06/15)**

25. The financial implications of this report are contained within paragraph 19 above.

**Background Papers and Published Documents**

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

Redefining Your Council: Transformation and Spending Proposals 2015/16 - 2017/18 (Option for Change Document B08) – report to Policy Committee on 12 November 2014

Annual Budget Report 2015/16 – report to Full Council on 26 February 2015

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

All.

C0664



## Appendix 1 – Current and Future provision

Current Provision	Future Provision
<p>NPA Centres (4 centres)</p> <p>Saturday Morning Dance, Drama and Music Workshops</p>	<p><b>Dance/Drama</b></p> <p>Support and assistance to participants to join pre-existing dance and drama groups in all areas</p> <p><b>Music</b></p> <p>Area Continuation Bands (7 districts)            Free Term Bands (7 districts)            Area vocal programmes (7 districts)            Secondary Musical Futures projects (7 districts)            County Youth Arts existing provision in schools/The Old Library            Targeted arts workshops/events for 13 -19 years in areas of need identified by young people and professionals.</p> <p>Widening access of Able Orchestra Project piloted in February 2015. Jointly funded through Music Education Hub.</p> <p>Targeted arts projects in areas of need identified with parents/carers, young people, existing Special educational Needs and Disability (SEND) groups and professional. Jointly funded through Music Education Hub and Council contribution.</p>
County Choir	<p><b>7 district vocal programmes</b> (open access, all ages) run in conjunction with existing Singing Hub Schools.</p> <p><b>Workshop</b> opportunities throughout year to work with leading vocal coaches on specific techniques/genres</p> <p>Partnership with <b>National Youth Choir of Great Britain</b> for talent vocalists of all ages including audition held for all NYCGB age group choirs held in Nottinghamshire</p>
Black Box Theatre Company	Support and assistance to participants to pre-existing provision e.g. Playhouse Nottingham, Mansfield Palace Theatre, Newark Palace Theatre
Concert Band and Intermediate Band	Support and assistance to participants to join pre-existing provision e.g. Advanced Music Ensemble, Newark and Sherwood Concert Band, Nottingham Winds, Bandwise (Music for Everyone)
Red Hot Band	Support and assistance to participants to join provision e.g. Jazz Steps, The Brassiere, East Midlands Jazz Orchestra
Steel Band	Support and assistance to participants to join pre-existing provision. Steel Pan group in Bassetlaw

## **Out of school provision – widen reach of existing open access provision**

### **First Access Area Bands (NEW from September 2015)**

After school week day provision for young people unable to access Whole Class Ensemble Teaching at school. 7 partnership projects – free tuition and instrument at point of access. Funded by Music Education Hub. Commencing September 2015.

### **Area Continuation Bands (NEW from April 2015)**

Grow and extend after school week day provision for young people wishing to continue playing after a WCET programme. 7 projects delivered in partnership with schools. Open access, charged provision at £3.50 per week. Joint funded by Music Education Hub, partner schools and income. Commenced March 2015 with young people from partner schools, open access to all young people involved in WCET programme from September 2015.

### **Secondary Continuation Projects (NEW from September 2015)**

After school week day provision for young people wishing to continue playing after secondary consolidation project. Based on Musical Futures pedagogy. 7 projects delivered in partnership with schools. Open access, charged provision at £3.50 per week. Joint funded by Music Education Hub, partner schools and income. Commencing September 2015

## **Out of school provision for talented young people - from March 2016**

### **Vocal Programme – new model**

A series of events, workshop and performance opportunities building on and hosted by Singing Hub Schools. 7 areas covered with provision leading into opportunities provided in partnership with National Youth Choir of Great Britain for talented young vocalists and auditions for NYCGB age group choirs held in Nottinghamshire. Builds on established singing strategy and engagement with schools and young people through Singing Hub Schools. Jointly funded through Music Education Hub, NYCGB and The Royal Concert Hall.

### **Able Orchestra**

Short targeted projects based in Special Educational Needs settings using iPads and music technology to enable SEND young people opportunities to compose and perform music with other young people and professional musicians. Funded through Music Education Hub this represents existing provision piloted in February 2015 which will now be extended further.

### **Nottinghamshire Talent and Potential Project**

Invitation or self-selected auditioned project providing young people opportunities to work alongside and be mentored by professional musicians, composers, conductors and world-class ensembles.

A series of workshops of differing lengths throughout the year for the young people to broaden and deepen their musical abilities through composing, arranging, conducting, recording and collaborating with other young people, musicians and artist.

### **FastForward**

East Midlands provision for talented young musician from all genres, backgrounds and ages. Coordinated by Pedestrian Arts, backed by a consortium of East Midlands Music Education Hubs, the provision will be devised by young musicians for young musicians. Initial work being carried out from May 2015 to form youth panel(s), identify current opportunities in the region for talented musicians and start work on launch event(s) mid 2016.

### **ALLRCHESTR@**

A regional pilot event in the East Midlands run by Hand on Heart Arts, backed by a consortium of East Midlands Hubs providing a high quality performance event for any young musician regardless of background, genre or instrument. Young people will work with professional musician to devise new pieces and perform them nationally.





**13 July 2015****Agenda Item: 06****REPORT OF THE TEMPORARY SERVICE DIRECTOR, YOUTH, FAMILIES  
AND CULTURE****OUTCOME OF THE YOUTH JUSTICE SERVICE SHORT QUALITY  
SCREENING INSPECTION****Purpose of the Report**

1. To provide the Committee with the outcome of the Youth Justice Service Short Quality Screening Inspection conducted by Her Majesty's Inspectorate of Probation.

**Information and Advice**

2. Between 11<sup>th</sup> and 13<sup>th</sup> May 2015, Nottinghamshire Youth Justice Service was visited by 5 inspectors from Her Majesty's Inspectorate of Probation under the Short Quality Screening Inspection arrangements. The report on the outcome of the Inspection, attached as **Appendix 1**, was published on 10<sup>th</sup> June 2015. A total of 34 cases were inspected. The Short Quality Screening criteria focus upon the initial stages of the order or sentence and forms judgements around the quality of initial assessment and planning and the likely impact of these upon the future achievement of positive outcomes for the child or young person. Unlike full inspections, the findings of the Inspection are not graded but are presented in the form of quality judgements and statements in the style of a letter, which is published on Her Majesty's Inspectorate of Probation website. The service is inspected against 5 main areas:
  - Reducing the re-offending of the young person
  - Protecting the public
  - Protecting the child or young person
  - Ensuring that the sentence is served by the child or young person
  - Operational Management of the service.
3. The outcome of the inspection was positive with acknowledgement that the service has continued to improve since its full core case inspection in 2012. The service performed well against all 5 criteria.

**Other Options Considered**

4. As this was an external inspection, no other options have been considered.

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

5. The Committee is asked to note the report as this reinforces the quality and performance of youth justice services in the County.

## **Statutory and Policy Implications**

6. 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 positive outcome of the Youth Justice Service Short Quality Screening Inspection and the progress that the Youth Justice Service continues to make are noted.

**Laurence Jones**

**Temporary Service Director, Youth, Families and Culture**

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

Samantha Morris

Youth Justice Operations Manager

T: 07826 951555

E: samantha.morris@nottsc.gov.uk

## **Constitutional Comments**

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

## **Financial Comments (CDS 12//06/15)**

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

## **Background Papers and Published Documents**

None.

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

All

C0660

<i>To:</i>	Derek Higton, Chair of Nottinghamshire Youth Justice Service Management Board
<i>Copy to:</i>	See copy list at end
<i>From:</i>	Helen Mercer, Assistant Chief Inspector (Youth Justice)
<i>Publication date:</i>	10 June 2015

## Report of Short Quality Screening (SQS) of youth offending work in Nottinghamshire

The inspection was conducted from 11-13 May 2015 as part of our programme of inspection of youth offending work. This report is published on the HMI Probation website. A copy will be provided to partner inspectorates to inform their inspections, and to the Youth Justice Board (YJB).

### Context

The aim of the youth justice system is to prevent offending by children and young people. Good quality assessment and planning at the start of a sentence is critical to increasing the likelihood of positive outcomes. We examined 34 cases of children and young people who had recently offended and were supervised by Nottinghamshire Youth Justice Service. Wherever possible, this was undertaken in conjunction with the allocated case manager, thereby offering a learning opportunity for staff.

### Summary

The published reoffending rate<sup>1</sup> for Nottinghamshire was 25.4%. This was better than the previous year (28%) and significantly better than the England and Wales average of 36.1%.

Overall, we found that work to reduce reoffending, to protect the public, children and young people, and to ensure sentences are served was of good quality. It is clear that Nottinghamshire Youth Justice Service (YJS) have continued to work hard and successfully in their work with children and young people since our last inspection in 2012. We found the performance of the YJS to be very creditable.

### Commentary on the inspection in Nottinghamshire: Reducing reoffending

- 1.1. Pre-sentence reports (PSRs) and panel reports are the principal means by which the sentencing courts and panels, that oversee referral orders, are advised about the causes of offending and the work required to address it. All of the PSRs in the sample were of a good quality, and the child or young person and their parents/carers were engaged in the development of all PSRs. All panel reports were also of a good quality. Local management arrangements were effective in ensuring the quality of reports. An inspector noted: *"The pre-sentence report had an excellent assessment of risk of harm and vulnerability, with all*

<sup>1</sup> Published January 2015 based on binary reoffending rates after 12 months for the April 2012 – March 2013 cohort. Source: Ministry of Justice

*factors explained, and a logical conclusion as to how and why the levels were assessed as they were."*

- 1.2. The initial assessment of the child or young person's likelihood of reoffending was done well in the great majority of the cases in the sample. Most were thorough and provided a full picture of the child or young person's circumstances, such as how living arrangements, family and personal circumstances, and emotional or mental health might impact on reoffending.
- 1.3. Children and young people's lives can change very quickly and, as a result, assessments need to be reviewed. We found that assessments had been reviewed well in most cases. Of the three cases which were not reviewed sufficiently well, this was because the assessment was not reviewed post-sentence, or following a significant change.
- 1.4. Planning to reduce reoffending was done well in almost all cases, both in custody and in the community. The YJS has adopted the integrated plan (I-Plan) approach, which incorporates sentence plans, and risk and vulnerability management plans. We found that objectives were clear, most plans paid attention to barriers to engagement, and in almost all cases, children and young people and their parents/carers were sufficiently involved in the planning.
- 1.5. Initial plans had been reviewed sufficiently well in all but one case in the sample.

## **2. Protecting the public**

- 2.1. We expect to see a thorough assessment of the risk of harm a child or young person poses to others. This should cover all relevant information, including past offending behaviour, and impact on victims. We found risk of harm assessments to be of good quality overall. They had been done well in all but one case, where in this instance we felt the risk of harm classification was too high. All PSRs contained a clear, thorough and sufficient explanation of the risk of harm to others.
- 2.2. Having assessed the risks, appropriate plans should be put in place to manage them. Nottinghamshire YJS incorporates the risk management plans into the I-Plan. We found that planning to manage the risk of harm to others in the community had been done well in almost all cases, and, during the custodial period of a sentence, in all cases. An inspector commented: *"Cases assessed as high or very high risk are co-worked to assist in the complexities that arise."*
- 2.3. The assessment of risk of harm to others had been reviewed well in all of the cases in the sample, and reviews of plans to manage risk of harm in all but one case.
- 2.4. The risk of harm to known and potential victims was well managed in the great majority of cases. Where it was not, this was mostly because plans did not incorporate victim work sufficiently well. We did, however, see good evidence of contact with victims. Management oversight in ensuring the quality of risk of harm work was effective in most cases.

## **3. Protecting the child or young person**

- 3.1. Children and young people can be at risk of being harmed by others, or at risk as a result of their own behaviour, by placing themselves in dangerous or potentially harmful situations. It is the YJS's role to work with others to help protect them. Initial assessment of safeguarding and vulnerability had been done well enough in almost all cases in the sample. All PSRs contained a clear and thorough explanation of safeguarding and vulnerability needs that applied in each case.

- 3.2. The safeguarding needs of children and young people change over time and need to be kept under review. Reviews of safeguarding and vulnerability assessments had been undertaken as required in all but two relevant cases.
- 3.3. Nottinghamshire YJS incorporates the vulnerability management plan into the I-Plan. We found that suitable plans were put in place at the start of the sentence for work to address safeguarding and vulnerability in almost all relevant cases. Where there were gaps, it was mostly because contingency plans were lacking, or because there was insufficient planning for the emotional or mental health needs of children and young people. In all of the nine custodial cases in the sample, there was good planning in place throughout the custodial period for work to address safeguarding and vulnerability. Reviews of plans had been undertaken well enough in most cases.
- 3.4. Management oversight in ensuring the quality of work to address safeguarding and vulnerability was effective in almost three-quarters of relevant cases, and was therefore somewhat less effective than for risk of harm work. This was mostly because deficiencies in planning for safeguarding and vulnerability work had not been addressed.

#### **4. Ensuring that the sentence is served**

- 4.1. We expect to see that the YJS is doing what it can to help children and young people to complete their sentences successfully. This includes engaging them and their parents/carers in the assessment and planning processes, identifying and addressing barriers to engagement, and putting measures in place to ensure that they comply with the requirements of their sentence.
- 4.2. There was good engagement in almost all cases in the sample, between case managers, children and young people and their parents/carers in carrying out the initial assessment, in the planning processes, and in all PSRs. An inspector noted: *"A well managed case, good evidence of contact with the young person and his family pre-sentence for the preparation of the ASSET and PSR. Parents have been kept in the loop every step of the way, for example, at planning and review stages."*
- 4.3. In almost all cases, good attention had been paid to addressing the child or young person's diverse needs and any barriers to engagement in the initial assessment, and in most plans. Where there were gaps, this was mostly because the specific needs of girls were not reflected well enough. All PSRs took appropriate account of barriers to engagement and diversity factors. Consideration had been given in almost all cases to the health and well-being of the child or young person, and how this may affect their ability to complete their sentence.
- 4.4. The YJS had a clear and well-balanced approach to ensuring children and young people complied with the requirements of their sentence, giving clear boundaries and fair warnings as appropriate. We saw good evidence of the use of compliance panels, and, where necessary, a robust approach to returning children and young people to court. The YJS response to children and young people who did not fully comply was sufficient in all cases.

#### **Operational management**

We found that staff in the YJS were committed and knowledgeable in their work with children and young people, and we saw some very good examples of case management. Almost all staff felt that they were provided with effective and appropriate supervision, and that management oversight of risk of harm and safeguarding work was an effective process. An inspector commented: *"At all stages of this case there was evidence of effective management oversight, PSR, ROSH, I-Plan and so on - where actions were recorded by the manager, and we found*

*evidence of the actions being completed*". Case managers said their training and skills development needs were met for their current role. However, a gap identified was training in recognising and responding to speech, language and communication needs. There were some robust quality assurance processes in place, for example, in ensuring the quality of PSRs and risk of harm work. We saw some effective examples of peer quality assurance processes.

### **Key strengths**

- Good quality pre-sentence reports to inform sentencing, and initial assessments of children and young people provided a firm foundation for work to reduce future offending.
- Risk of harm and vulnerability assessments were of good quality, informing the work that needs to be undertaken to protect the public and children and young people.
- Planning to reduce the risk of reoffending, protect the public and children and young people was very good, and was incorporated within an integrated plan (I-Plan).
- Staff worked well with children and young people to ensure their compliance with the requirements of their sentence.

### **Areas requiring improvement**

- There should be more focus on the specific needs of girls in initial assessments and planning processes.

We are grateful for the support that we received from staff in the YJS to facilitate and engage with this inspection. Please pass on our thanks, and ensure that they are made fully aware of these inspection findings.

If you have any further questions about the inspection please contact the lead inspector, who was Sue McGrath. She can be contacted at [susan.mcgrath@hmiprobation.gsi.gov.uk](mailto:susan.mcgrath@hmiprobation.gsi.gov.uk) or on 07557 848458.

Copy to:

YJS Manager/Head of Service	<i>Samantha Morris</i>
Local Authority Chief Executive	<i>Anthony May</i>
Acting Corporate Director of Children's Services	<i>Derek Higton</i>
Lead Elected Member for Children's Services	<i>John Peck</i>
Police and Crime Commissioner for Nottinghamshire	<i>Paddy Tipping</i>
Chair of Local Safeguarding Children Board	<i>Chris Few</i>
Chair of Youth Court Bench	<i>David Donovan</i>
YJB Business Area Manager	<i>Peter Ashplant</i>
YJB link staff	<i>Malcolm Potter, Paula Williams, Linda Paris, Julie Fox</i>
YJB Press Office	<i>Zena Fernandes, Adrian Stretch</i>
Ofsted – Further Education and Learning	<i>Sheila Willis</i>
Ofsted – Social Care	<i>Simon Rushall, Carolyn Adcock</i>
Care Quality Commission	<i>Fergus Currie</i>
HM Inspectorate of Constabulary	<i>Paul Eveleigh</i>

Note 1: As an independent inspectorate, HMI Probation provides assurance to Ministers and the public on the effectiveness of work with those who have offended or are likely to offend, promotes continuous improvement by the organisations that we inspect and contributes to the effectiveness of the criminal justice system.

Note 2: We gather evidence against the SQS criteria, which are available on the HMI Probation website - <http://www.justiceinspectorates.gov.uk/hmiprobation>.

Note 3: To request a paper copy of this report, please contact HMI Probation Communications at [communications@hmiprobation.gsi.gov.uk](mailto:communications@hmiprobation.gsi.gov.uk) or on 0161 240 5336.





**13 July 2015****Agenda Item: 07****REPORT OF THE TEMPORARY SERVICE DIRECTOR, YOUTH, FAMILIES  
AND CULTURE****TRANSFER OF JUNIOR ATTENDANCE CENTRES FROM THE MINISTRY OF  
JUSTICE TO THE LOCAL AUTHORITY****Purpose of the Report**

1. To provide the Committee with details about the transfer of Junior Attendance Centres from the National Offender Management Service within the Ministry of Justice to the Local Authority.
2. To seek approval for the establishment of one 0.4 fte (15 hour) Senior Case Manager (Officer in Charge) post at Hay Band B.

**Information and Advice**

3. Attendance centres were originally established by statute in 1948. Section 60 of the Powers of Criminal Courts (Sentencing) Act 2000 enabled courts to sentence a person to attend an attendance centre for a maximum of 36 hours. The Criminal Justice and Immigration Act 2008 makes provision for attendance centres available to the courts as one of the requirements of a Youth Rehabilitation Order for those aged under 18 years.
4. The aim of the Junior Attendance Centre is to reduce the re-offending of children and young people between the ages of 10-17 years. As such, the attendance centre can work with any child or young person who has received a criminal justice outcome, although priority must be given to those who have been sentenced to a requirement of an attendance centre by the court.
5. All attendance centres must be operated by an officer in charge, who has various statutory responsibilities in relation to the running of the centre. The officer in charge is responsible under statute for all stand-alone attendance centre requirements along with the enforcement of these in the case of non-compliance. They must also submit monthly reports and data to the Youth Justice Board and National Offender Management Service detailing the activity of the centre.
6. Currently Junior Attendance Centres are operated by the National Offender Management Service within the Ministry of Justice. From 1<sup>st</sup> July 2015 responsibility for Junior Attendance Centres will transfer to local authorities. Those areas with existing provision will transfer the staff and undertakings into the local authority. Areas that do not have Junior Attendance Centres will be allowed to establish the provision and recruit staff to

enable them to perform this function. All areas will receive a ring fenced sum of money to allow the effective discharge of the Junior Attendance Centre.

7. Nottinghamshire currently does not have a Junior Attendance Centre. The Youth Justice Board has confirmed that it will provide a ring fenced grant of £28,376 along with one-off start-up costs of £1,740 this year to set up and establish a Junior Attendance Centre. The sum of £28,376 is pro-rated and covers 9 months of the anticipated costs. A higher amount would be paid in future years and will be ring fenced for spend against the provision.
8. In order to operate an effective Junior Attendance Centre, which is compliant with statute and the conditions of grant, an officer in charge post would need to be established. It is proposed that a 0.4 fte (15 hour) Senior Case Manager post at Hay Band B is established to act as the Officer in Charge. At top of scale this would amount to £17,367 inclusive of on-costs. The other staffing to deliver the Junior Attendance Centre's programme will be drawn from within the Youth Justice Service's existing establishment.

### **Other Options Considered**

9. Nottinghamshire has no current Junior Attendance Centre in place and is therefore unable to transfer over existing staff or provision. The most cost effective and efficient way to execute duties under statute has been considered. Consideration was given to appointing an existing Band B case manager to the role of Officer in Charge. However the duties required by statute differ to that required by the current job description and the hours of operation would take them outside of their terms and conditions of contract. It would also impact upon core service provision as they would be required to reduce their hours with the Youth Justice Service to cover the hours required by the Junior Attendance Centre.
10. Equally, consideration has been given to recruiting sessional workers on 3 hour contracts. However, there is sufficient capacity within the current youth justice structure to support the operation of the Centre.

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

11. Nottinghamshire does not have a Junior Attendance Centre currently and is unable to offer this to the courts in their sentencing of young people. It would be a valuable option to offer the court should the young person be appearing for breach of their order or appearing for an imprisonable offence and is another robust alternative to custody that the courts can consider.
12. Additional funding has been made available from the Youth Justice Board which will adequately cover the operating costs of the Centre. This funding has been guaranteed on a yearly basis as long as the Centre operates as per requirements and will be ring fenced to this provision. The Centre can also be used for young people in contact with the Youth Justice Service who do not have a court ordered attendance centre requirement and is therefore an additional diversionary resource that the Youth Justice Service can use to divert children and young people away from offending.

## **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 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.

### **Crime and Disorder Implications**

14. The principle aim of the Junior Attendance Centre is to reduce the risk of further offending by children and young people who are already within the youth justice system. The Centre will provide an additional resource to address the underlying causes of a young person's offending and provide a constructive activity.

### **Financial Implications**

15. The Youth Justice Board has confirmed an annual ring fenced grant which will cover the costs of the Officer in Charge post, supporting sessional workers and any additional expenses, such as resources for the Centre, rental of premises etc. The Junior Attendance Centre will therefore not place an additional burden on existing resources but would serve to secure an additional income that can be used to reduce reoffending at a time of financial pressures.

### **Human Resources Implications**

16. Given the specific statutory nature of the Officer in Charge post, it would be necessary to recruit to the post. Human Resource processes would be followed. It is anticipated that the sessional work posts could be covered out of existing resources such as sessional worker time from the Outreach and Open Access team within the Youth Justice Service or through the payment of overtime as currently happens with the Service's weekend provision.

## **RECOMMENDATION/S**

That the Committee:

- 1) notes the transfer of Junior Attendance Centres from the National Offender Management Service within the Ministry of Justice to the Local Authority
- 2) approves the establishment a 0.40 fte (15 hour) Senior Case Manager (Officer in Charge) post at Hay Band B.

**Laurence Jones**

**Temporary Service Director, Youth, Families and Culture**

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

Samantha Morris  
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**Constitutional Comments (LM 17/06/15)**

17. The Children and Young People's Committee has delegated authority within the Constitution to approve the recommendations in the report.

**Financial Comments (SS 19/06/15)**

18. The financial implications of this report are contained within paragraph 15 above.

**Background Papers and Published Documents**

None.

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

All.

C0661

13 July 2015

Agenda Item: 08

**REPORT OF THE TEMPORARY SERVICE DIRECTOR, YOUTH, FAMILIES  
AND CULTURE****ADOLESCENCE AND EARLY HELP LOCALITY SERVICES GROUP -  
CHANGES TO STAFFING ESTABLISHMENT****Purpose of the Report**

1. To seek Committee approval of minor changes to the staffing structure of the Adolescence and Early Help Locality Services Group.

**Information and Advice**

2. A change to the establishment of the Adolescence and Early Help Locality Services Group is proposed, to include the following:

**Outdoor and Environmental Education Service**

- to disestablish the 1 FTE (full-time equivalent) post of OEE Tutor (Mill Adventure Base, Grade 5) from 1<sup>st</sup> September 2015
- to disestablish the 1 FTE post of Caretaker/Cleaner (Mill Adventure Base, Grade 1/2) from 1<sup>st</sup> September 2015
- to disestablish the 1 FTE post of Senior Practitioner (Duke of Edinburgh, Hay Band A) from 1<sup>st</sup> September 2015
- to establish the 1 FTE post of Senior Tutor (Hay Band A) from 1<sup>st</sup> September 2015
- to increase the establishment of OEE Instructors (Grade 4) by 1.2 FTE from 1<sup>st</sup> September 2015
- to establish the 0.6 FTE post of Caretaker (Grade 2) from 1<sup>st</sup> September 2015
- to establish the 0.55 FTE post of Cleaner (Grade 1) from 1<sup>st</sup> September 2015

The net financial impact of these staffing changes is a £3,000 reduction which will contribute to the agreed reduction in the level of subsidy for the Service. These staffing changes will be achieved without any compulsory redundancies. Structure charts are attached as **Appendices 1 & 2**.

**Youth Service**

- to disestablish the post of Temporary Service Manager – Youth Service (Hay Band E plus 50% Honorarium) from 1<sup>st</sup> November 2015

- to establish the post of Service Manager – Youth Service (Hay Band F) from 1<sup>st</sup> November 2015.

This change reflects the changes in the span of control for the Group Manager and is cost neutral. The current and proposed structure charts for the Youth Service are included as **Appendices 3 & 4**.

3. Appropriate consultation has been carried out with affected staff and their relevant trade unions and this has assisted in design of the final structure.

### **Other Options Considered**

4. Consideration has been given to the different staffing and structural options available and this model is felt to provide the best quality and overall value.

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

5. These recommendations support the budget savings required by the business cases agreed by Policy Committee in November 2014 whilst improving the efficiency and effectiveness of service delivery.
6. Following the alignment of the Duke of Edinburgh (DofE) Award team and The Mill Adventure Base, the opportunity has arisen to allow for the greater integration of staff. The proposed changes will reinforce the support to frontline staff, and sustain the quality and reputation of the service; this will also achieve an expansion in the offer available for young people participating with DofE through a broader and more inclusive range of expedition options including improved access to transport for DofE groups.
7. The implementation of the new Family Service, on 1st November 2015, along with the inclusion of the Schools Swimming Service and Parenting Mentoring activity within the Adolescence and Early Help Locality Services Group, is increasing the responsibilities of the Group Manager. It is therefore proposed to bring the Youth Service in to line with the rest of the group's leadership structures, through formalising the temporary Youth Service leadership arrangements established in November 2014. This proposal will not require any staff redundancies and will be met within the Service's current resources.

### **Statutory and Policy Implications**

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

### **Financial Implications**

9. This proposal will contribute £3,000 to the Outdoor and Environmental Education Service's phased reduction in subsidy approved by Full Council in February 2015. The changes to the Youth Service structure will be met within the Service's current resources.

## **RECOMMENDATION/S**

That:

- 1) the proposed changes to the staffing structure of the Adolescence and Early Help Locality Services group, as detailed in paragraph 2 of this report, be approved.

**Laurence Jones**

**Temporary Service Director, Youth, Families and Culture**

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

Chris Warren

Group Manager Adolescence and Early Help Locality Services

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### **Constitutional Comments (LM 17/06/15)**

10. The Children and Young People's Committee has delegated authority within the Constitution to approve the recommendations in the report.

### **Financial Comments (SS 24/06/15)**

11. The financial implications of this report are contained within paragraph 9 above.

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

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

Redefining your Council – Transformation and Spending Proposals – report to Policy Committee on 12 November 2014 (previously published)

Annual Budget Report 2015/16 – report to Full Council on 26 February 2015

New Job Descriptions

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

All.

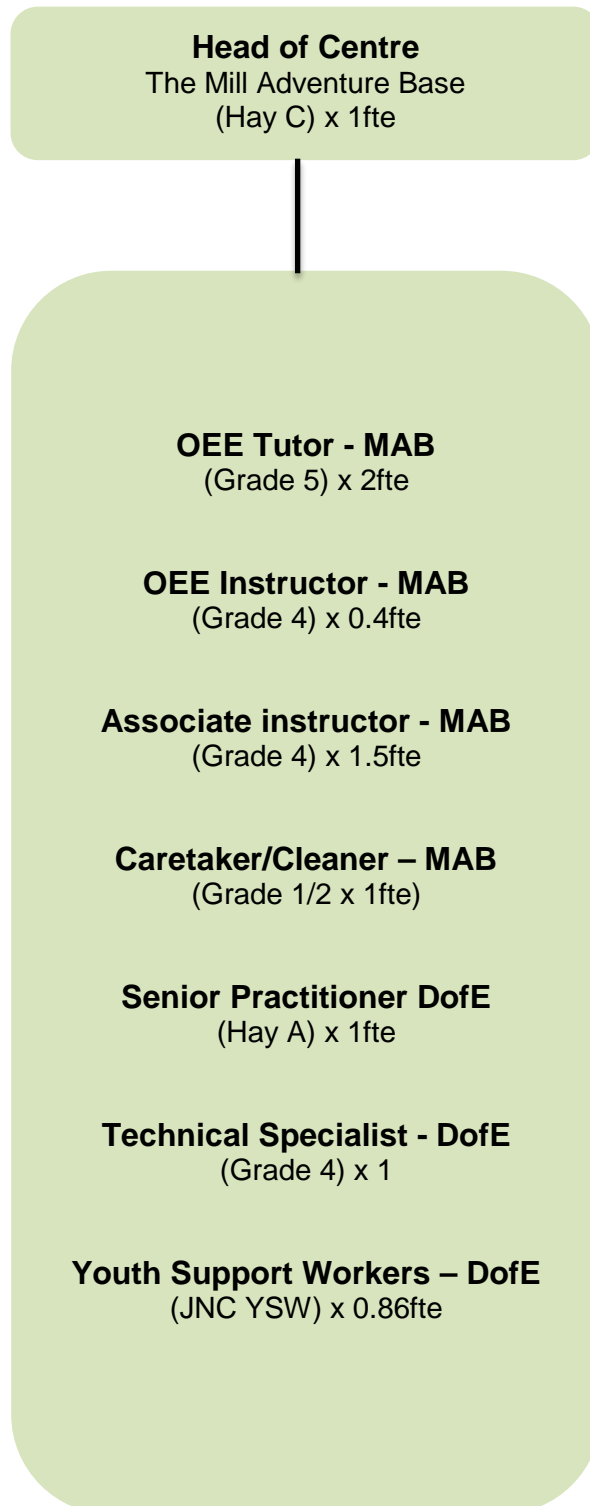
C0659





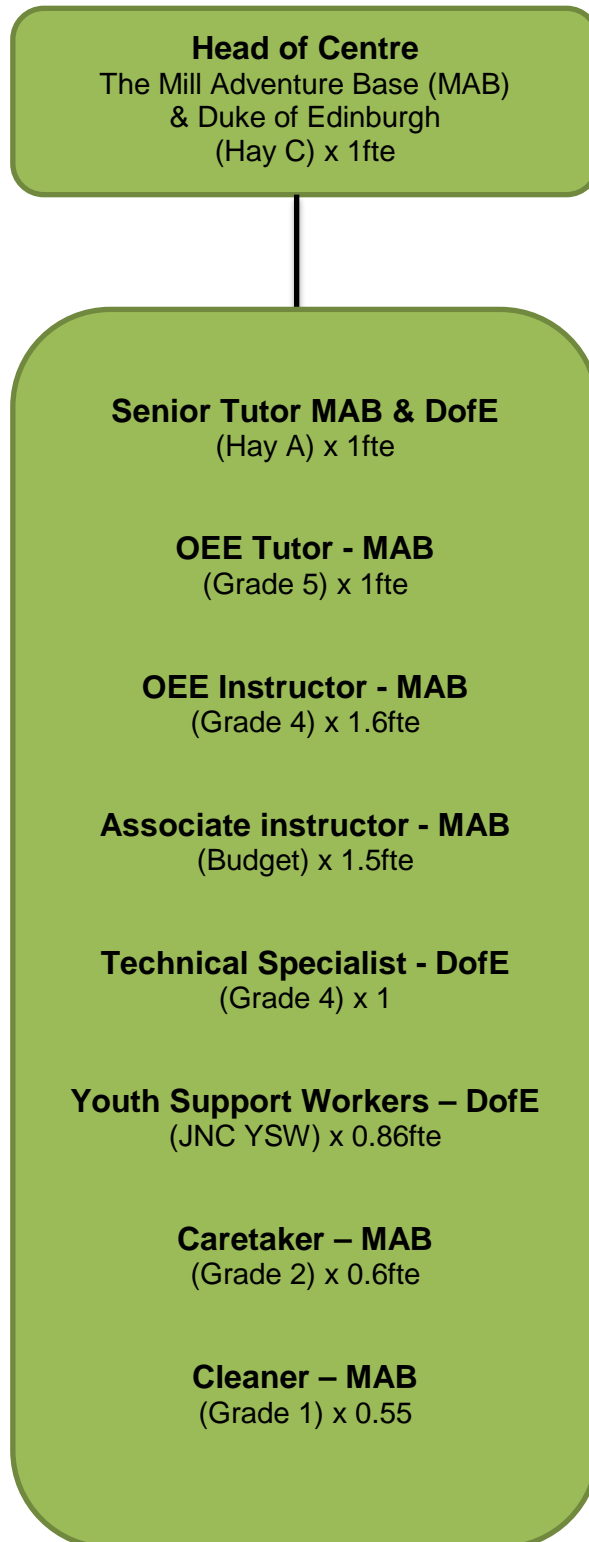
## Appendix 1

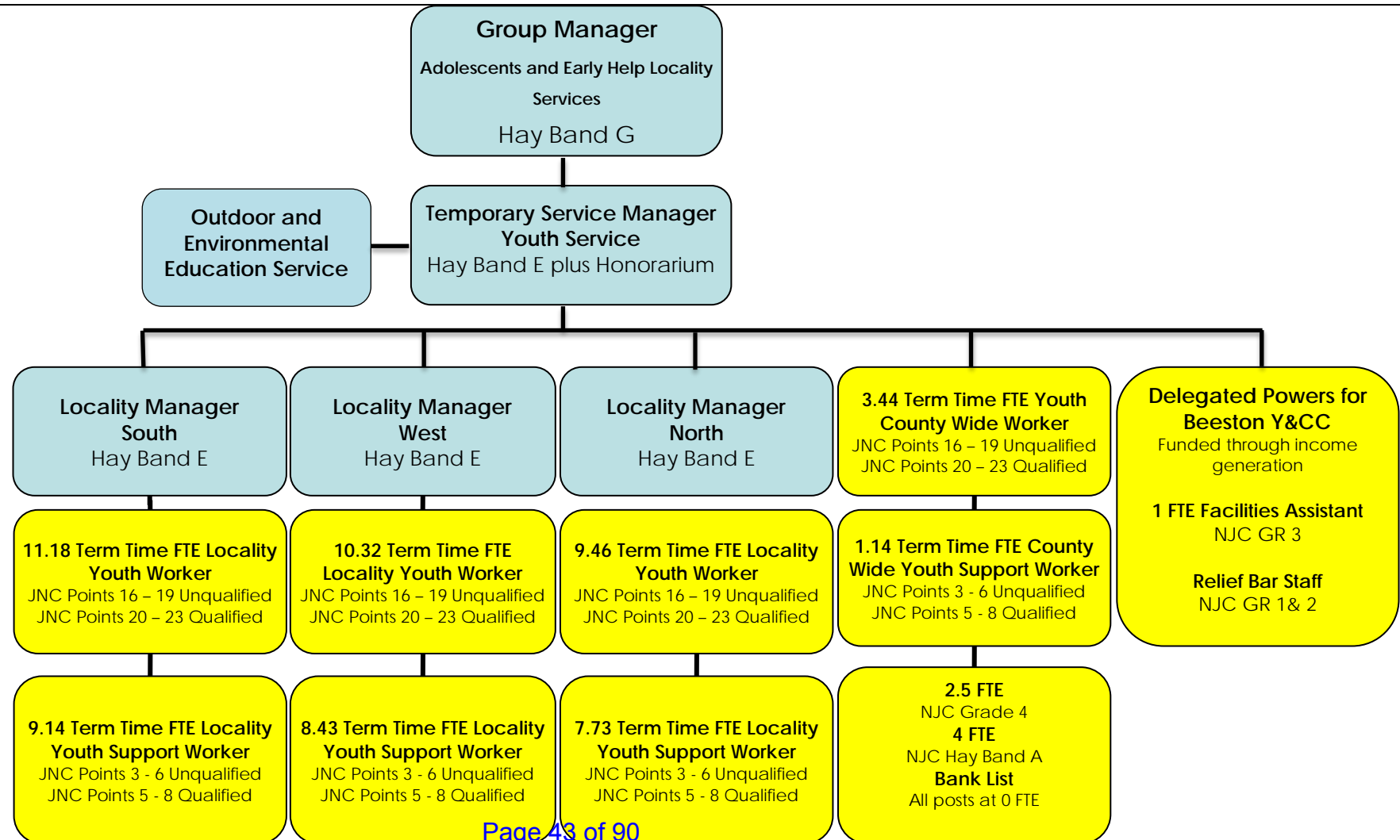
**Existing Structure** (Total Budget at top of bandings: **£267,000** inc. on costs)



## Appendix 2

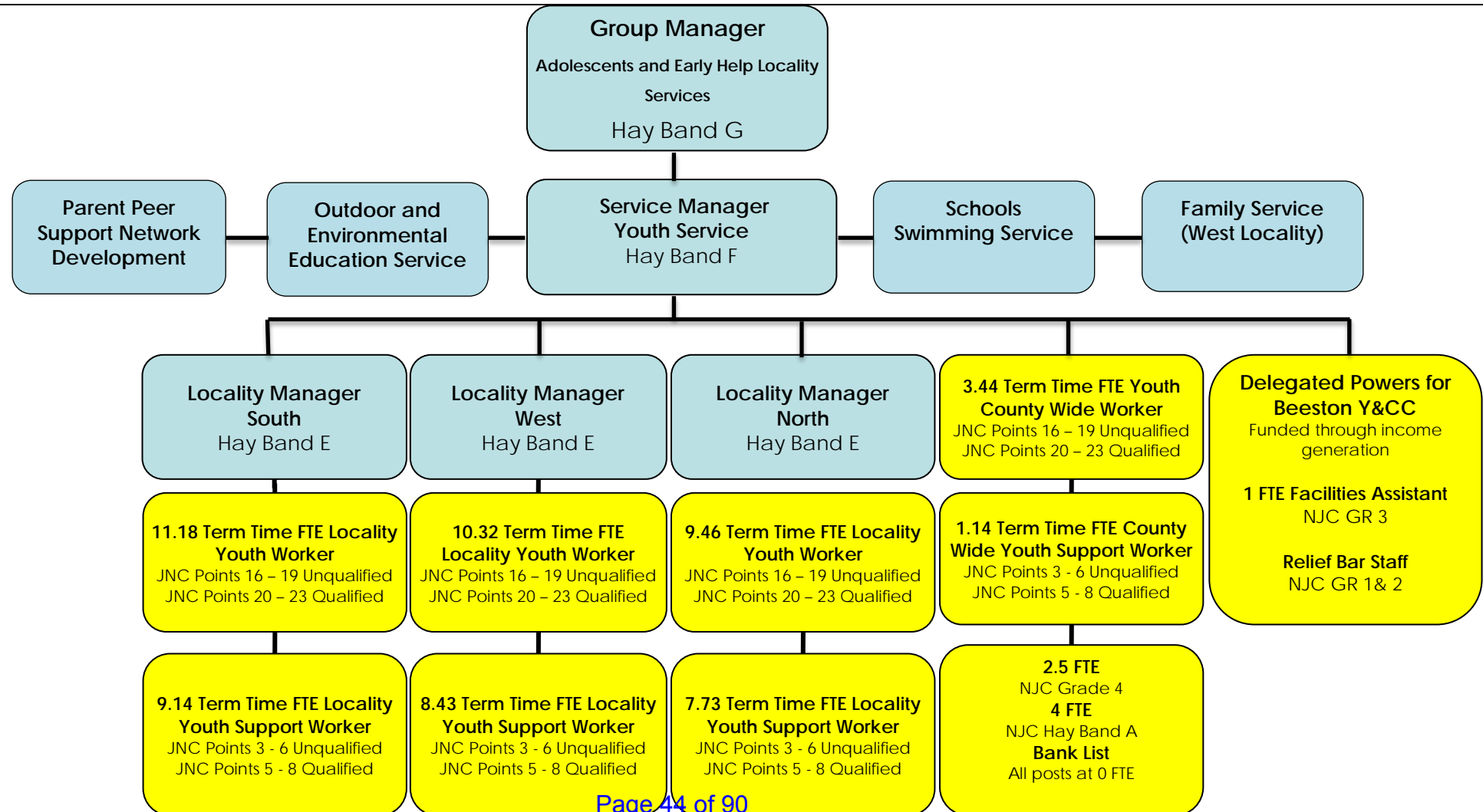
**Proposed Structure** (Total Budget at top of bandings: **£264,000** inc. on costs)







Children, Families and Cultural Services Department  
Youth, Families & Culture  
**Proposed (Youth Service) Adolescence & Early Help  
Locality Services  
Leadership Team Structure 1/11/15**



13 July 2015

Agenda Item: 09

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

### **DEVELOPMENT OF EARLY SUPPORT SERVICES TO CHILDREN AND YOUNG PEOPLE WITH DISABILITIES AND THEIR FAMILIES**

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

1. To provide Committee with an update on the progress made within the Children's Disability Service (CDS) towards an Early Support model of service delivery and to seek approval to:
  - establish 2 full time equivalent (fte) Personalisation Officer posts (Grade 5) on a permanent basis
  - expand the current Children's Homecare and Sitting and Befriending Service to include an Overnight Short Break at Home Service
  - expand the Play for Disabled Children's Service to include a Residential Holiday Scheme.

#### **Information and Advice**

##### **Background**

2. On 12 January 2015, a report was presented to Committee describing the progress made within the CDS towards a personalised and community oriented approach to service delivery. The report described:
  - the impact of the new delivery model on children and families, including the flexibility achieved through the use of personal budgets and the introduction of person centred, outcome focused planning
  - the positive impact on social work caseloads and the reduction in the referral rate for overnight short breaks in Local Authority residential short break provision.

#### **Progress to date**

##### Personalisation Service

3. This service continues to prevent the escalation of children into social care and to facilitate the exit of those children no longer in need of social work intervention. Since implementation, 284 children and young people have stepped down from a social worker to a personalisation officer and 192 have been prevented from escalating into field work services. All of the children and young people in this cohort now receive a Targeted Short Break personal budget and have a Personal Support Plan (PSP) in place detailing how

they will use their allocated hours. PSPs are outcome focused, build on families' strengths and resources and, wherever possible, encourage access to universal provision in order to maximise children and young people's social opportunities. There are some positive examples of where a personal budget has facilitated creative short break packages of care as detailed in the previous report to Committee.

4. Three Parental Engagement events have taken place again this year. These events were attended by 500 parents, carers and children and provided an opportunity for families to meet a wide range of providers from which to purchase their short break. The events also provided an opportunity for providers to hear from families what it is they want and to shape their future provision accordingly.
5. There are currently 1,700 children and young people accessing the Personalisation Service. This is a total increase of 150 children since the previous report to Committee. Whilst this is not problematic in that families requesting a Flexible Short Break are not in crisis, the delay in processing requests could mean that some children and young people may prematurely escalate into Targeted Short Breaks or level 4 social work services.
6. It is proposed to establish 2 Personalisation officer posts on a permanent basis in order to maintain manageable workloads. This will enable the service to continue to provide and monitor short break packages of care safely and effectively.

#### Overnight Short Break at Home Pilot

7. As part of the drive to increase short break provision in the community, the Sitting and Befriending Service has extended its registration to provide overnight short breaks in the family home. Seven children and young people have been part of the Pilot so far and both single night and double night breaks have been delivered. The service is delivered wherever possible by the child's current Sitter/Befriender to ensure consistency of care. Feedback from families has been positive, one benefit being the flexibility the scheme offers in that families can organise their night's care directly with the child's worker and take either a full night of care or just enough hours to facilitate a night out. Although further work is needed to fully establish the cost of providing a night's care, initial estimates indicate that a single night's care with one worker costs on average £150 to provide. The Pilot has been developed from within the current service by using vacant hours from within the Homecare Service. As such, there are no new financial commitments associated with the development of this service currently.

#### Play for Disabled Children's Service

8. This service transferred from the Youth Families and Culture division into CDS last year and work is underway to ensure that it is fully integrated into the CDS structure. Integration will reduce duplication and achieve efficiencies and will ensure that best use is made of the resources and skills of this staff group. The service currently provides holiday play scheme and youth club activities to children and young people with complex disabilities and provides support to settings to promote the inclusion of disabled children. The service has the potential to contribute more fully to the short break offer through the provision of a Residential Holiday Scheme offering adventure holidays for small groups of children and young people and this is something that is being explored currently.

## Other Options Considered

9. No other options other than the recommendations previously detailed above have been considered. All services within CDS have actively made ongoing improvements and demonstrated innovative thinking in the delivery of services more flexibly to meet assessed needs, within current resource allocation.

## Reason/s for Recommendation/s

### Establish 2 fte Personalisation Officer posts on a permanent basis

10. These posts are needed to support the continued safe step down of those children and young people from social care who no longer need the intervention of a social worker and to prevent early escalation into level 4 services of those children and young people in need of early support.

### Expand the current Children's Homecare and Sitting and Befriending Service to include an Overnight Short Break at Home Service

11. This service will expand the overnight community short break offer and support the delivery of evidence based sleep programmes within the child's own home.

### Expand the Play for Disabled Children's Service to include a Residential Holiday Scheme

12. This scheme will provide residential holiday experiences to disabled children and young people as an alternative to accessing overnight short breaks in one of the Local Authority's short break units. The scheme aims to facilitate positive experiences for disabled children and young people. This will be achieved by promoting friendships and by encouraging social activities, new experiences and supportive relationships with carers. The scheme will support disabled children and young people to aspire to the things non-disabled children and young people do.

## 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 only), the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## Financial Implications

14. All recommendations will be funded from the former Aiming High for Disabled Children's Budget, and the Children's Homecare budget. There are no new financial commitments for the Local Authority.

## **Human Resources Implications**

15. The 2 fte Personalisation Officer posts will be recruited to through the internal recruitment process.

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

16. The proposed 2 fte Personalisation Officer posts support vulnerable children and young people with complex needs who do not/no longer meet the threshold for social care.
17. The Residential Holiday Scheme will be registered with Ofsted and subject to regulation and inspection.
18. The Overnight Short Breaks at Home Service is regulated by the Care Quality Commission and subject to regulation and inspection.

## **Implications for Service Users**

19. Service users will benefit from a wider choice of overnight short breaks which have the potential to link to the sleep programmes and which support disabled children and young people to aspire to the things non-disabled children and young people do.

## **RECOMMENDATION/S**

That:

- 1) the update on progress made within the Children's Disability Service towards an Early Support model of service delivery be noted
- 2) 2 fte Personalisation Officer posts (Grade 5) be established on a permanent basis
- 3) the current Children's Homecare and Sitting and Befriending Service be expanded to include an Overnight Short Break at Home Service
- 4) the Play for Disabled Children's Service be expanded to include a Residential Holiday Scheme.

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

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

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## **Constitutional Comments (LM 26/06/15)**

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



## **Financial Comments (SS 29/06/15)**

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

## **Background Papers and Published Documents**

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

Delivering differently – development of the Short Breaks and Personalisation Service with Children's Disability Service and establishment of posts – report to Children and Young People's Committee on 12 January 2015

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

All.

C0663



13 July 2015

Agenda Item: 10

## **REPORT OF THE ACTING CORPORATE DIRECTOR, CHILDREN, FAMILIES AND CULTURAL SERVICES**

### **MEMBERS' VISIT TO THE OUTDOOR AND ENVIRONMENTAL EDUCATION RESIDENTIAL CENTRES**

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

1. This report seeks approval for a visit by Members to two Outdoor and Environmental Education residential centres on 29 September 2015.

#### **Information and Advice**

2. The County Council's Outdoor and Environmental Education Service provides a range of education support to schools and other groups working with young people including two residential outdoor education centres. From time to time Members have been invited to view the work of the Service.
3. This proposed visit is to the residential centres at Hagg Farm and St Michael's, both located in the Peak District National Park in Derbyshire. Members will have the opportunity to view the centres and see pupils involved in environmental and outdoor activities. Lunch and refreshments will be provided.
4. A particular invitation will be extended to those Members who have not seen the work of the centres first hand. The visit will aim to illustrate the quality and value of this provision in extending and enriching classroom based learning, in developing pupils' understanding of sustainability themes, personal and social skills, self-confidence, working independently, taking responsibilities, self-esteem and motivation for learning.

#### **Other Options Considered**

5. No other options were considered.

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

6. It is useful that Members understand the unique nature of this provision, which links directly with pupils' curriculum and is highly valued by schools and other groups from Nottinghamshire.

## **Statutory and Policy Implications**

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

## **Financial Implications**

8. The anticipated cost of the visit will be about £250. This will cover transport, lunch and refreshments and will be dependent on the final numbers attending which will be known by the deadline of 7 September 2015. Costs will be met from the Outdoor and Environmental Education Service budget.

## **Crime and Disorder Implications**

9. Learning experiences at the centres contribute to pupils' personal and social education and the development of respect for themselves and others.

## **RECOMMENDATION/S**

- 1) That approval be given for a visit by Members to the two Outdoor and Environmental Education residential centres on 29 September 2015.

**Derek Higton**

**Acting Corporate Director, Children, Families and Cultural Services**

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

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## **Constitutional Comments (LM 10/06/15)**

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

## **Financial Comments (CDS 11/06/15)**

11. The financial implications of the report are set out in paragraph 8 above.

## **Background Papers and Published Documents**

None.

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

All.

C0658



**13 July 2015****Agenda Item: 11****REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****BLOCK PURCHASE OF RESIDENTIAL CARE FOR LOOKED AFTER  
CHILDREN WITH SOCIAL, EMOTIONAL AND BEHAVIOURAL DIFFICULTIES****Purpose of the Report**

1. To update Committee regarding the implementation of the Block Purchase of Residential Care for Children with Social, Emotional and Behavioural Difficulties (SEBD), and to seek approval to review the post contract award implementation arrangements.

**Information and Advice****Rationale for undertaking the process**

2. Nottinghamshire's Looked After Children's Placements Commissioning Plan, agreed at Children and Young People's Committee in May 2014, identified that at least 40 SEBD residential care placements will be needed over the next 10 years, of which only 15 will be provided by existing internal provision. This assumed that Nottinghamshire will reduce the percentage of children placed in residential care from 11.5%, as it is currently, to the national average of 8% through increasing the use and stability of foster placements. In September 2014, following market consultation, the CYP Committee agreed a procurement process to identify two strategic partners to each provide 12 beds of SEBD provision.
3. Due to a shortage of good quality local provision, Nottinghamshire children in residential care are most likely to be placed out-of-county (when compared to other types of placements). At present, of the 52 young people in external residential SEBD care, only 42% (20 children and young people) are placed within Nottinghamshire. National evidence demonstrates that children and young people are less likely to go missing when placed closer to home. Placements are currently spread across 23 different providers, each with differing management structures, services and costs. Block contracting will simplify the contractual arrangements by working primarily with two strategic partners and internal provision.
4. The procurement exercise specifically required providers to detail their plans for opening new homes within the County borders and particularly in the North of the County as good practice is to place children and young people close to their communities.
5. By increasing provision within Nottinghamshire, children and young people in residential care are able to access local services such as Child and Adolescent Mental Health

Services (CAMHS) and Education and benefit from local universal services that are provided. The DfE, in recognition of the importance of placing children locally, issued further guidance in July 2014 that requires any 'distance placement' (defined as "a placement outside the area of the responsible authority and not within the area of any adjoining local authority") to be approved by the responsible authority's Director of Children's Services.

6. The block contract will reduce the cost of external placements. The average weekly cost of SEBD residential provision is in excess of £3000 per week. The block contract price is over 20% less and aims to achieve an annual saving of over £700,000. There are also additional savings to be achieved through social work / reviewing staff not having to travel out of County. The Council will also realise savings through not commissioning additional support services such as education and CAMHS as these are available to children and young people placed within Nottinghamshire.

## **The Process**

7. Procurement activity initially began in summer 2014 with a series of market engagement events. The invitation to tender was published on 13 October 2014 and the procurement process was undertaken jointly with Nottingham City Council.
8. Seven providers submitted bids for this contract. After procurement checks were completed a total of four Providers were shortlisted. Providers had to evidence that over 75% of their existing provision was registered by Ofsted as being either 'Good' or 'Outstanding'; providers had to have viable financial and business plans and be able to evidence how they would be able to develop high quality provision within Nottinghamshire County.
9. Providers bids were then scored by a panel comprising the Service Managers for Children's Placements (City and County); the Service Manager for Residential Care (City); the Children's Service Manager for Looked After Children (County); Commissioning Officers from both City and County; and an additional question was scored separately by representatives from the Leaving Care group from the Children in Care Council.
10. The scores for each bid were verified by visits to residential establishments run by each of the shortlisted Providers; during the course of a week each establishment was visited by representatives from both City and County including the Service Managers for Children's Placements, two Commissioning Officers and representatives from City and County Children in Care Councils. A final award meeting was held to validate the scores on 30 January 2015.
11. The quality assessment accounted for 60% of the evaluation process; only once this had been completed was the financial package considered. The Council's commitment to providing good quality provision was demonstrated through this process, as although a bid was received that set a weekly bed price of over £1,000 less than our current average cost, the bidder's quality score was not sufficient for them to be awarded a contract.



12. The successful bidders for Nottinghamshire County Council were G4S Children's Services and Castlecare (The Priory Group), both of which had existing placements. The Block Purchase arrangement commenced on 1<sup>st</sup> April 2015 and gave a contract to each provider for 12 beds. The contract is for an initial term of 7 years with the option to extend to 10 years.
13. A procurement process of this scale typically costs in the region of £100,000.

## **Implementation**

14. The contract formally commenced on 1<sup>st</sup> April 2015 but the development of new homes within the County was temporarily paused. It was regrettable that key stakeholders were informed of the intention to open new homes through the planning process rather than direct from the Council. In response to stakeholder feedback a series of consultation events have been set up. To inform future commissioning arrangements the Council will review the way in which local residents and stakeholders engage with the commissioning process and in particular the implementation of contracts.
15. A 'Matching Panel' was developed as part of the tendering process. The panel consists of representatives from the two external providers, the Service Manager for the internal provision, and representation from the Placements Team. The panel has now met three times and considered individual cases requiring residential provision. Matching has subsequently taken place across the range of providers. The panel is working well, promoting information sharing across services and allowing opportunity to consider longer terms plans for individuals.
16. The matching panel has successfully placed three young people within G4S provision and two placements have been made into Castlecare provision.
17. However, the establishment of new homes within County boundaries has been delayed. This is having a significant impact on the successful implementation of the contract. Not only is it undesirable to make placements out of County, the specification clearly identified that the children and young people placed within the block contract would be supported by local CAMHS and Education services at no additional cost.
18. Both providers have identified properties within the County boundaries and intend to submit planning applications. Once premises have been confirmed there is a further delay of 16 weeks to allow for Ofsted to register the homes. The strategic intention of having the most vulnerable children and young people within County boundaries will not be realised until new homes are opened.
19. Ofsted Children's Homes Regulations 2015 require providers to send a location assessment to Ofsted as part of the registration application. As part of this process, it is important for the provider to have a broad understanding of the characteristics of the area where a home is or may be located. Looked after children placed in deprived areas, perhaps far away from the authority responsible for their care, may face disadvantage and lack opportunities to enjoy and achieve in these communities. The considerations a provider of a new home will need to take into account, as they carry out a location assessment, include:

- whether the location of the home influences the potential for an already vulnerable child to be a victim of crime, such as being targeted for sexual exploitation;
  - whether there is a likelihood of children placed in the home becoming drawn into gang crime or anti-social behaviour in the local area;
  - the suitability of the local neighbourhood as a location to care for children who may have already been victims of abuse and neglect; and
  - whether there are environmental factors that would represent a hazard to children, such as locations near level crossings or busy roads.
20. Consultation events are arranged for early July to allow residents in the locality of the identified new homes to gain further information on the proposals ahead of planning applications being submitted.

### **Other Options Considered**

21. None.

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

22. To ensure that learning from the initial implementation of the block purchase arrangements informs future commissioning activity.

### **Statutory and Policy Implications**

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

### **Financial Implications**

24. The identified saving from the implementation of this contract is £811,000 per year. The part year saving for 2015/16 is £439,000 and this has been removed from the placements budget; any delay in implementation will result in additional budget pressure.
25. The contract allows for a steady 'ramp up' of placements with each provider. The Council is contractually obliged to pay for one additional bed each month until all 12 beds are commissioned. The Council is required to pay for the bed whether it is used or not. If the available spaces within the provider's estate do not meet the needs of the children and young people then the Council will end up double paying for the placement thus creating further budget pressures.

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

26. Research evidence and recent Serious Case Reviews into Child Sexual Exploitation suggest that children and young people are better safeguarded when placed nearer to home.

## **Implications for Service Users**

27. The Block Purchase agreement will lead to a closer commissioning arrangement with external providers and will lead to better outcomes for Looked After Children. The 'No Labels' Children in Care Council were actively involved in the tendering process and will remain involved in the Quality Monitoring arrangements.

## **RECOMMENDATION/S**

That:

- 1) the update on the implementation of the Block Purchase of Residential Care for Children with Social, Emotional and Behavioural Difficulties be noted.
- 2) Committee agrees to a review of the implementation process being undertaken with a view to informing future commissioning activity. The review will look at how best to incorporate the views of key stakeholders and local residents in future implementation activity.

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

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## **Constitutional Comments (LM 03/07/15)**

28. The Children and Young People's Committee has delegated authority within the Constitution to approve the recommendations in the report.

## **Financial Comments (SS 01/07/15)**

29. The financial implications of this report are contained within paragraphs 24 and 25.

## **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.

Block Purchase of Residential Care for Children with Social, Emotional and Behavioural Difficulties (SEBD) – report to Children and Young people's Committee on 29 September 2014

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

All.

C0665

**13 July 2015****Agenda Item: 12****REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****POLICY AND PROCESS GUIDANCE FOR DISCRETIONARY PAYMENTS  
TOWARDS THE PROVISION OF MAJOR ADAPTATIONS TO SERVICE  
USERS' HOMES****Purpose of the Report**

1. This report invites the Committee to comment on the proposed policy and process guidance document, attached as **Appendix 1**, which aims to support and manage discretionary payments towards the cost of major adaptations in a service users own home, where recommended adaptation works exceed the government's mandatory Disabled Facilities Grant (DFG) of £30,000. This will support the department in addressing its legal duties whilst ensuring resources are used fairly and equitably and targeted at those who are in most need. For the purpose of this report it should be noted the Housing Authority (HA) refers to the District Council, whilst Social Care will be the County Council (CC).
2. The Committee is also asked to recommend the proposed policy and process guidance document to Policy Committee for approval at its meeting on 9 September 2015.

**Information and Advice**

3. Many disabled children require adaptations to their homes to make them safe and reasonably accessible. Appropriate housing for a child with a disability is a fundamental foundation for the ongoing delivery of any essential care in a safe and dignified environment, supporting family life and a child's health and emotional well-being.
4. The main route for families with disabled children to secure adaptations to make their home accessible and safe to support appropriate and necessary care is through a DFG.
5. A DFG is a statutory grant that is awarded under Part 1 of the Housing Grants, Construction and Regeneration Act (HGCRA) 1996 and is administered by the Housing Authority. The current maximum grant that can be awarded towards an adaptation is currently £30,000. Where the adaptation is for a child with a disability no financial assessment is applied.
6. Children can be eligible for a DFG if they meet the definition of 'disabled' in s100 (1) of the HGCRA 1996 or they are a disabled child under part III of the Children's Act 1989.

7. The Housing Authority (HA) need to be satisfied that a DFG recommendation and application is '*necessary and appropriate*' to meet the needs of a disabled child and '*reasonable and practicable*' to carry out works with regard to the age and condition of the property.
8. The HA is not obliged to approve a DFG if they do not believe recommended works to be 'necessary or appropriate' or 'reasonable or practicable'
9. Under the Chronically Sick and Disabled Persons Act (CSDPA) 1970 s3, the HA are obliged to give specific regard to the needs of a disabled child when meeting their responsibilities with regards housing requirements. This duty is further exemplified in 'good practice' 2006. In order to address such duties and to understand if DFG works are '*necessary and appropriate*' the HA is required to consult with the relevant County Council's Children's Occupational Therapy Services.
10. The Council's OT service is required to assess a disabled child and their family's needs to understand if they are eligible for a DFG, and what adaptations are thought to be 'necessary and appropriate'. This decision must be made on 'assessed needs' and not families wishes.
11. If a disabled child has 'assessed needs' for adaptations that exceed the mandatory DFG of £30,000, the remainder should be met by both the HA and the Council by the exercising of discretionary powers under legislation. For the HA this discretionary power is underpinned by the Regulatory Reform Order 2002 and CDSPA. The Council is pursuant to this duty under the CSDPA (1970) and Children's Act (CA).
12. It is unlawful to refuse to make provision of adaptations that have been assessed as necessary solely by reason of cost.
13. Currently, if a recommended adaptation exceeds the mandatory DFG of £30,000 Nottinghamshire County Council offers a non-financially assessed Discretionary Top up Payment, up to a maximum of £10,000. Any Top up Payment over and above the maximum £10,000 is then considered following families evidencing that they are not in a financial position to contribute towards the cost of any works. Families are required to evidence their inability to contribute in one of two ways: (1) provision of two letters from financial establishments confirming the inability to secure a loan, or (2) Nottinghamshire County Council completing a financial assessment to determine if a family has any disposable income.
14. This process is a historical process, originally developed when OT posts were located in the structure of the Adult Social Care and Health (ASCH) department, and was introduced and amended when OTs were transferred to Children's Services in 2008.
15. Due to increased demands on the OT service and the Top Up Budget, it is felt that the current process requires formal approval to amend and update to ensure resources are targeted at those most in need.
16. The CSDPA (1970) places a duty on the Council to support families with a disabled child to ensure assessed housing needs are met, if a child is deemed eligible. Although a duty,

the act does allow the Council to execute discretionary powers, allowing support to be offered in any form, such as a loan, or an outright payment.

17. Any discretionary support does not affect a child or their family's entitlement to a mandatory DFG.
18. Any policy supporting discretionary support to fund adaptations should be implemented equitably, with each individual case being considered on its individual merits.
19. The current discretionary process does not support the Council in offering support in a rational and reasonable manner. The offering of an outright non-financially assessed payment of £10,000 to all families without consideration of a family's ability to contribute financially does not support the need to ensure resources are used fairly and equitably and targeted at those who are in most need.

### **Other Options Considered**

20. The option to implement a financial assessment to all cases where recommended works exceed the mandatory DFG of £30,000 to assess a family's ability to make a financial contribution towards works exceeding the DFG ceiling .
21. The option of a fixed term 'interest free loan' to be offered to those families who are assessed as having disposable income.
22. Interest free loans to be offered with the option of a 'loan break', should a family's financial circumstances alter during the repayment term, for instance if a parent should lose employment status.
23. The option to place a 'charge' on the property on a sliding scale over a fixed period, for those families who are assessed as having no disposable income. This will offer the opportunity to recoup funds should a family choose to sell their property and move.

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

24. The Council's Children's Services retains a responsibility and legal duty to ensure that the housing needs of disabled children are met. This duty is detailed in the Children's Act 2004 s10 and the Housing Act 1996 s213. Furthermore the Council is obliged under the Chronically Sick and Disabled Persons Act 1970 (CSDPA) to assist and have regard to the needs of disabled children.
25. As detailed in **paragraph 16**, the CSDPA (1970) provides the Council with the opportunity to execute discretionary powers to support families in the provision of adaptations, where mandatory funding is exceeded.
26. The implementation of a policy that assesses a family's ability to contribute to works over and above the mandatory DFG ceiling, offers the opportunity for the Council to undertake its legal duties under the CSDPA (1970), whilst ensuring resources are targeted at those most in need. Furthermore the options suggested provide a cost neutral process for the Council, as parents would be required to re-pay the loan over a period of time.



27. The average cost of a Top up Payment is approximately £10,000 per case. In some instances this has been higher, with two recent cases requiring Top up Payments of £28,000 and £19,000.
28. Adult Social Care, Health & Public Protection department's OT services are progressing a formal process for managing Top up Payments for adaptations that exceed the DFG mandatory grant of £30,000. It is understood they are investigating a process where service users will need to evidence an inability to contribute towards the cost of an adaptation.
29. Taking account of **paragraph 28** the proposed attached policy document would support transition from Children's services into Adults services, by promoting a similar process.

## **Statutory and Policy Implications**

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

## **Financial Implications**

31. The budget for Top up Payments currently stands at £89,609. Due to the nature of the adaptations and the DFG process it is often difficult to forecast an over or under-spend on this budget, due to the adaptation process often crossing two financial years.
32. There may be administrative costs associated with the introduction of a formalised financial assessment and loan system. It is considered that the business support officers supporting the OT Service could absorb works around the financial assessment. This would require regular review, to ensure capacity remains viable.
33. It is not possible to quantify the number of families who may qualify for an interest free loan, as no previous data is available.

## **Human Rights Implications**

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

## **Implications for Service Users**

35. There should be minimal implications for service users and their families, as only those who are assessed as having a 'disposable income' would be required to contribute to the cost of works. The introduction of any such policy would need to ensure that Top up Payments previously approved on the current arrangements were honoured.



## **Public Sector Equality Duty implications**

36. An Equality Impact assessment (EqIA) has been completed and shared with the Equality Officer and it is concluded that the proposed policy will have no negative affect on those with protected characteristics.

## **RECOMMENDATION/S**

That the Committee:

- 1) comments on the proposed policy and process guidance document, attached as **Appendix 1**, to support and manage discretionary payments towards the cost of major adaptations in a service users own home, where recommended adaptation works exceed the government's mandatory Disabled Facilities Grant (DFG) of £30,000.
- 2) recommends the proposed policy and process guidance document to Policy Committee for approval at its meeting on 9 September 2015.

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

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## **Constitutional Comments (LM 23/06/15)**

37. The Children and Young People's Committee has delegated authority within the Constitution to approve the recommendations in the report.

## **Financial Comments (SS 02/07/15)**

38. The financial implications of this report are set out in paragraphs 31-33 above.

## **Background Papers and Published Documents**

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

Equality Impact Assessment.

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

All.  
C0601



## Policy and Procedure Guidance - supporting Discretionary Top Up Assistance Payments

### **Introduction**

- 1.1 The purpose of this document is to set out the procedure that should be followed when the costs for a recommended adaptation that is to be provided to a service user's home through a Disabled Facilities Grant (DFG) exceeds the current statutory ceiling of £30,000.
- 1.2 All work undertaken in relation to Disabled Facilities Grants should be compliant with the following legislation:
  - Children's Act 2004
  - Children's Act 1989
  - Disability Discrimination Act 1995 (DDA)
  - Housing Grants, Construction and Regeneration Act (HGCRA) 1996
  - National Health Service and Community Care Act 1990
  - Chronically Sick and Disabled Persons Act 1970 (CSDP)
  - Equality Act 2010

### **Discretionary Powers**

- 2.1 If a proposed adaptation exceeds the statutory DFG of £30,000 and a family reports they are unable to contribute towards any costs and/or a Housing Authority fails to deliver the adaptations in the timeframes set out under legislation, and as a consequence difficulties and hardship are caused to the disabled child and/or their family, Children Services should consider exercising its duties under the CSDPA 1970.
- 2.2 The CSDP Act places a duty on Children's Social Care to assist in meeting unmet needs, but offers them discretionary powers to offer this support in a manner they feel fair and equitable.
- 2.3 An authority's duty to offer discretionary support to meet assessed needs can be offered in any form, such as a low interest loan, interest free loan, or an outright grant. When exercising discretionary powers to fund adaptations, the

authority should give consideration to the merits of each individual case whilst ensuring resources have been used and administered fair and equitably.

### **Role of the Local Authority (County Council) Children's Occupational Therapy Service**

- 3.1 The role of the Children's Occupational Therapist (OT) is to assess a service user's housing needs and to consult and work in partnership with the District Council grants officers to deliver appropriate housing adaptations to meet the assessed needs.
- 3.2 It is recognised that the Children's OT has to strike a balance between the "ideal" solution from the service user's point of view and the resources available, and has a responsibility to work economically and efficiently with regard to the Council's resources. This balance is not always a matter of recommending the cheapest option, it is a concern for effective solutions for individuals, bearing in mind that other people also have a claim on the Council's resources. The most economically appropriate options must therefore be considered first. Staff will be expected to demonstrate this in their recording, particularly of recommendations for major equipment and adaptations.
- 3.3 On identifying a need for housing adaptations the Children's OT should provide families with information about the Disabled Facilities Grant process. (OT Service information leaflet details all necessary information)
- 3.4 If it is established that a proposed adaptation is likely to exceed the statutory DFG of £30,000 the OT should provide family with information on the OT Services Discretionary Top up Assistance Grant.

### **Eligibility for a Local Authority (County Council) Top up Assistance Payment**

- 4.1 If formal approval for a DFG is given and the cost of works is in excess of the statutory DFG of £30,000, Nottinghamshire County Council will assist a service user in meeting their housing needs by exercising their discretionary powers under the Chronically Sick and Disabled Persons Act (CSDPA) 1970.
- 4.2 Nottinghamshire County Council Children's Services will offer to fund the shortfall for any adaptation in excess of the mandatory DFG of £30,000 by offer of a secured loan by way of a legal charge to the family home/property.
- 4.3 The term of the secured loan will be for no more than 10 years and the council must ensure that the charges made do not exceed the cost of providing the discretionary service.

- 4.4 The secured loan should be offered with conditions to mitigate risks of bankruptcy orders or disposal of the adapted property, by sale, lease or rent.
- 4.5 Due to the discretionary nature of the Top up Assistance Payment, Nottinghamshire County Council reserve the right to review the process for eligibility and support on a regular basis to ensure available resources are used equitably and effectively.
- 4.6 No Top up Assistance Payment can be formally agreed and signed off by Nottinghamshire County Council until the Housing Authority (District Council) have provided 'formal approval' for a DFG and they are in receipt of a copy of the 'approval letter' detailing the full costs of works to meet the assessed housing needs.
- 4.4 For those cases where recommended works have been tendered in excess of the mandatory DFG of £30,000 and a Top up Payment is requested, Nottinghamshire County Council will complete a financial assessment with the service user and/or their family to establish if their financial circumstances are such that they can afford to repay back the discretionary top up assistance payment, up to a maximum of £10,000.
- 4.5 For those families who are unable to fund any shortfall due to financial circumstances, Nottinghamshire County Council will offer financial assistance to fund the shortfall and place a legal charging order on the property for a period of no more than 10 years.
- 4.6 A charging order allows the County Council to reclaim the funding awarded should a service user and/or their family sell the property within a given time.
- 4.7 Where a financial assessment demonstrates that a family has some disposable income there will be an expectation from Nottinghamshire County Council that the service user and/or their family will contribute towards the costs of the adaptation in one of two ways.

## **5.0 Option 1**

- 5.1 The service user and/or their family may choose to secure funds independently through a loan from a high street bank and/or financial establishment.

## **6.0 Option 2**

- 6.1 Nottinghamshire County Council may exercise their discretionary duties under the CSDPA (1970) and offer the service user and/or their family an interest free loan toward the cost of works in excess of the mandatory £30,000.

- 6.2 The offer of a Top up Assistance Loan agreement will require the service user and/or their family to make a monthly repayment to Nottinghamshire County Council.
- 6.3 Top up Loans will be offered over a fixed period of up to a maximum 10 years.
- 6.4 Any repayment will be for no more than £10,000
- 6.5 Any Top up Loan will offer the service user/and or their family the opportunity to take a Loan Break or for the loan agreement to be terminated, should their financial circumstances alter significantly, rendering them unable to maintain repayments. This will be addressed by a review of a further of the family's current and future financial circumstances.

DRAFT

13 July 2015

Agenda Item: 13

**REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****ROTA VISITS TO CHILDREN'S HOMES: APRIL AND MAY 2015****Purpose of the Report**

1. To inform the Committee of the outcome of six-monthly rota visits to Nottinghamshire County Council's children's homes that took place in April and May 2015. Recommendations are made by Councillors when they visit and officers act on any recommendations that are made.

**Information and Advice**

2. **Lyndene** was visited on 24<sup>th</sup> April 2015 by Councillor Colleen Harwood. She noted that the home was awaiting changes to the building to increase its occupancy from 3 beds to 4 with office accommodation being moved into the garden. She commented that the home was well kept and homely, and the two young people in residence were attending education, with one young person participating in GCSE exams. Councillor Harwood made 3 recommendations:

- Wi-Fi is needed at the earliest opportunity.

*We have now finalised our contract with Lantec, and they will be visiting Lyndene to install Wi-Fi over the next couple of weeks.*

- Suitable play and gardening equipment is needed.

*This will be purchased once the building works and office garden have been completed.*

- Youngest resident is desperate for an i-pad.

*All young people in our residential homes are due to have reconditioned i-pads over the next 2 – 4 weeks.*

3. **Cudwell House** was visited on 27 May 2015 by Councillor Boyd Elliott. During the visit he noted that, as with previous visits, the building was well maintained and extremely welcoming with enlarged action photos of the children and young people on display, giving a personalised feel to the home. He noted that education is taken very seriously, all the young people are encouraged to learn new activities and carers respond to the

individual needs making children as comfortable as possible. There were no recommendations made.

4. **Minster View** was visited by Councillor Boyd Elliott on 27<sup>th</sup> May 2015. He noted that the building was in good condition and that the general feel to Minster View was positive. Councillor Elliott documented that the staff are happy, but with a constant feeling of being made redundant which affected their well-being. There was one recommendation made:

- The security door needs investigating.

*This has been reported to property services.*

5. **Oakhurst** – there is no report available.

6. **West View** was visited on 12<sup>th</sup> May 2015 by Councillor Philip Owen. He noted that externally the building and grounds continue to be improved, but work is still outstanding on the front entrance step. Although there are still issues with children going missing, Councillor Owen commented that this had improved, and young people have been provided with mobile phones to allow staff to locate them as required. Working relationships with CAMHS continues to be good, with staff training and consultation. Multi-agency risk management meetings take place. He also noted that drug taking continues to be an issue, along with smoking. There were 4 recommendations made:

- Wi-Fi in the home needs to be sorted.

*Installation will be completed within the next 3 – 4 weeks.*

- The refurbishment needs to be completed as soon as possible.

*This is planned as part of the Capital Programme for all the children's homes.*

- Staff i-pads that become available to be recycled to residents.

*This is part of a rolling programme due to start in the next few weeks*

- Review of drugs policy to be undertaken.

*We continually review our drugs policies, procedures and practices as part of our risk strategy meetings. This also involves discussions with the police, and CAMHS.*

7. **The Big House** was visited by Councillor Jacky Williams on 22<sup>nd</sup> April 2015. She recorded that the new build is progressing well, and the future use and upkeep of the current building requires consideration once the move has occurred. Councillor Williams was also able to observe staff writing up care plans and noted the considerable time and attention required to provide personal and intimate care for the young people. She also noted her interest in the pilot out of hours telephone support line, and the development of family support services. There were 4 recommendations made:

- Ensure all appropriate furnishings and sensory equipment are available for the move to the new premises.



*This is being addressed via identification of what to take, and what to purchase for furnishing the new build. In relation to the sensory room equipment, we have met with colleagues in our Occupational Health services, to assess what equipment would be desirable.*

- Ensure families that could benefit from the service are aware of it.

*Identification of the need for a short break is via a full core assessment completed by a social worker. For families who may benefit from utilising the out of hours telephone service, this is being shared by social workers who visit families, and details are also being published in the next IRIS magazine.*

- Evaluate the take up and benefits of a support line for families and roll out if proven to be effective.

*Evaluation systems are already set up to monitor the usage of the support line. This will be regularly monitored and reviewed.*

- Invite Councillors to the official opening of the new build

*The opening of the new build will be planned in advance and invitations sent out in due course.*

8. **Clayfields House** was visited on 26<sup>th</sup> May 2015 by Councillor Jacky Williams. She has recorded that extensive building work has now been completed which allows separation for staff from the working units. She also noted the possibility of the DfE funding a rebuild and renovation of Scarlet unit, which could be expanded to become an 8 bedded unit, with the two additional beds being used to 'step down' young people who are transitioning back into the community. Councillor Williams commented that many of the young people feel so secure and cared for within the home that they are often reluctant to leave. She observed very positive interactions between staff and young people. Four recommendations were made:

- Consider the introduction of some gluten free foods to see if they impact on behaviour.

*This will be explored in management meetings, and in consultation with health colleagues, nurses, and the catering staff.*

- Councillor Jacky Williams to investigate the possibility of CDF funds to be used to support young people moving into the community.
- Ensure Scarlet unit is refurbished/rebuilt appropriately.

*This continues to be under review.*

- Ensure long term viability of the unit.

*Nottinghamshire County Council continues to support the work carried out at Clayfields House and manages the developments at the unit. Clearly there is a broader national and political context in which major changes are being proposed to the secure estate for young people. The County Council continues to believe that the high quality work carried out at Clayfields for young people secured through the Youth Justice system and those secured through the 'welfare' route should be valued and supported going forward.*

## **Other Options Considered**

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

## **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 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 outcome of the six-monthly rota visits to Nottinghamshire County Council's children's homes that took place in April and May 2015 be noted.

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

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## **Constitutional Comments**

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

## **Financial Comments (SS 23/06/15)**

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

**Background Papers and Published Documents**

None.

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

All.

C0667



**13 July 2015****Agenda Item: 14****REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****CHILD SEXUAL EXPLOITATION (CSE) AND CHILDREN MISSING FROM  
HOME AND CARE: ANNUAL REPORT 2014-15****Purpose of the Report**

1. The purpose of this report is to update the Children and Young People's Committee on the progress of child sexual exploitation and children missing from home and care work within Nottinghamshire.

**Information and Advice****Strategic Partnerships and Governance**

2. Child sexual exploitation (CSE) continues to be high profile and a strategic priority for Children's Social Care (CSC), the police and the Nottinghamshire Safeguarding Children Board (NSCB). Children missing from home and care also remains a high profile area of safeguarding work for these agencies. Both areas will be of ongoing potential media interest and subject to scrutiny during any inspection.
3. Within Nottinghamshire CSE work continues through the police chaired cross-authority multi-agency group. Missing Children work continues to be co-ordinated via a County multi-agency steering group and both groups report to the NSCB on a quarterly basis.
4. Within Children's Social Care (CSC) a temporary 0.5 FTE CSE co-ordinator has been in post since October 2014 and is working to both a quality assurance agenda and also supporting development work and linking with the police. This post will be reviewed during 2015/16.
5. At an operational level work in both areas continues to be driven by statutory guidance, local NSCB practice guidance and research and reports. The children missing from home and care NSCB practice guidance was revised and published in September 2014 in response to updated statutory guidance. This incorporated new definitions of 'missing' and absent which has had a significant impact. As a result of this change the police have also appointed three missing co-ordinators and an additional children missing officer post is also being recruited to.
6. An NSCB CSE audit was completed in January 2015 which highlighted examples of both good and requiring improvement practice across a number of areas. A missing from home and care survey of young people's views was also completed in early 2015 which, whilst

small scale, was a positive exercise reinforcing the importance of a quality return interview and the need for positive relationships between child and worker. Learning from both of the audit and survey has been shared with colleagues across agencies.

7. During 2014/15 specific multi-agency training events have also focussed on CSE and missing children, including a focus on looked after children. Four 'missing' events attracted 200 professionals and a similar number of professionals attended CSE events. Approximately 1,100 multi-agency colleagues also completed CSE e-learning. Events focussing on the sexual exploitation of boys were also held. CSE awareness raising has also continued through the use of leaflets and newsletters and other events.

## **Service Provision**

### **CSE**

8. Operationally the response to concerns about CSE continues and those children who are medium or high risk are generally considered at multi-agency strategy meetings where actions are co-ordinated. Where required specialist one to one support continues to be provided by the voluntary sector.
9. Children's Social Care is steering the implementation of a multi-agency concerns network akin to a model in the City (Operation Striver) whereby intelligence is shared by concerned agencies with the police. CSC is also taking the lead in developing a specialist service specification to incorporate universal and early help support to young people, parents and carers as well as to schools around curriculum issues. The specification will also seek to extend the availability of specialist support to young people.
10. Engaging and educating young people and their parents about CSE has continued to be a key plank of our engagement strategy during 2014/15. The theatre project toured again performing to 7,300 pupils at 41 settings and also 619 professionals, parents and carers at other events. Given the success and evaluation it has been re-commissioned for 2015/16.
11. Targeting younger pupils on CSE related issues (i.e. e-safety and keeping safe) the NSPCC continues to deliver sessions to primary schools through a Department for Education funded project. The anti-bullying coordinator within NCC complements this work through a range of activities for schools highlighting e-safety.

### **Missing**

12. The process following contact to the police to report a child missing has changed as a result of the revised national guidance. When a child is reported missing the police deems the child either missing or absent and this guides the level of the police response with an expectation that other agencies will respond more widely. The police remain the lead agency for trying to locate a missing child and they notify the local authority of both missing and absent children. From a CSC perspective both are referred to as 'missing' to avoid confusion. The children missing officer then determines whether or not a return interview is required when the young person is found. This continues to be the vehicle for understanding why the young person has gone missing. This monitoring and tracking of compliance around this process continues to be robust (more detail is provided in the key data findings below).

13. Professionals are working together in a very co-ordinated way, sharing information and collaborating, including through the monthly multiple missing and hot spots meetings. Health colleagues are integral to this and they are working to improve their internal responses and information sharing.
14. Efforts to educate young people about the risks of going missing are in part through the sharing of a Children's Society leaflet, discussion within placements and also during the return interview.

### **Key data findings (2014-15)**

15. The key data findings for 2014-15 are as follows:

#### **CSE**

- ❖ 269 individual children were identified as being either at risk of CSE or actually being exploited. There are opportunities through CSC processes in the child's journey when CSE risks can be identified and 'flagged' i.e. through assessment, LAC review or return interview following missing. Not all of these children will have been exploited but professionals will have identified indicators of risk or harm.
  - Recognition of CSE has increased year on year which is positive
  - 57 LAC were highlighted as potentially being at risk of CSE.
- ❖ Police information recorded monthly confirmed that during 2014/15 75 cases were open to the police
  - Risk level 1 (exploitation involving single perpetrator on-line): 44 cases / 59%
  - Risk level 2 (exploitation involving physical contact / individual) 31 cases / 41%.

There is no information to indicate that any child was the subject of organised or group exploitation during this year.

- ❖ Of the 269 children identified, 87 were discussed at a multi-agency CSE strategy meeting
  - Age range 13 – 17 yrs
  - 90% female 10% male
  - Ethnicity reflects the population
  - 22 children were LAC.

The number of CSE strategy meetings has increased over the last couple of years which suggests that children are being appropriately identified which is positive. The level of risk which prompts a strategy meeting is usually medium or high rather than low risk.

Of the 22 LAC who were subject to a strategy meeting, the CSE concerns arose prior to being accommodated for 10 children, for the other 12 it was after being accommodated but for many of those it was soon after becoming accommodated.

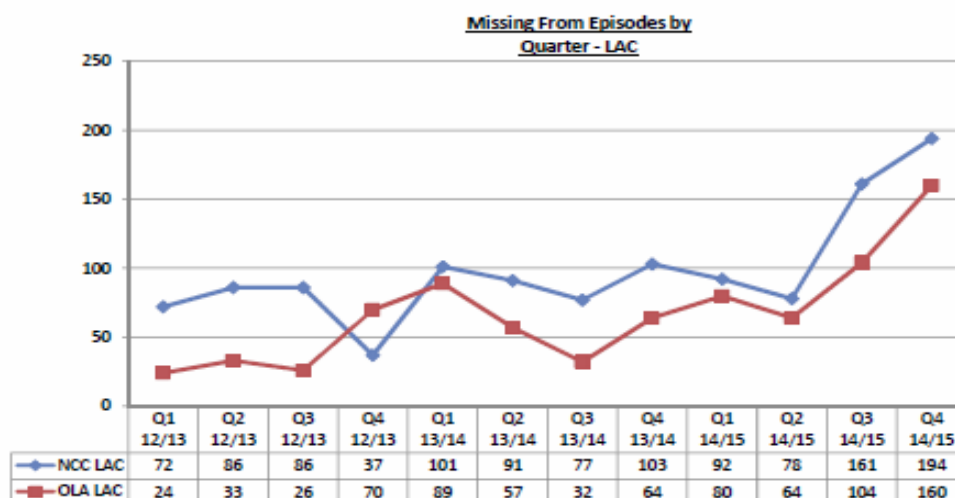
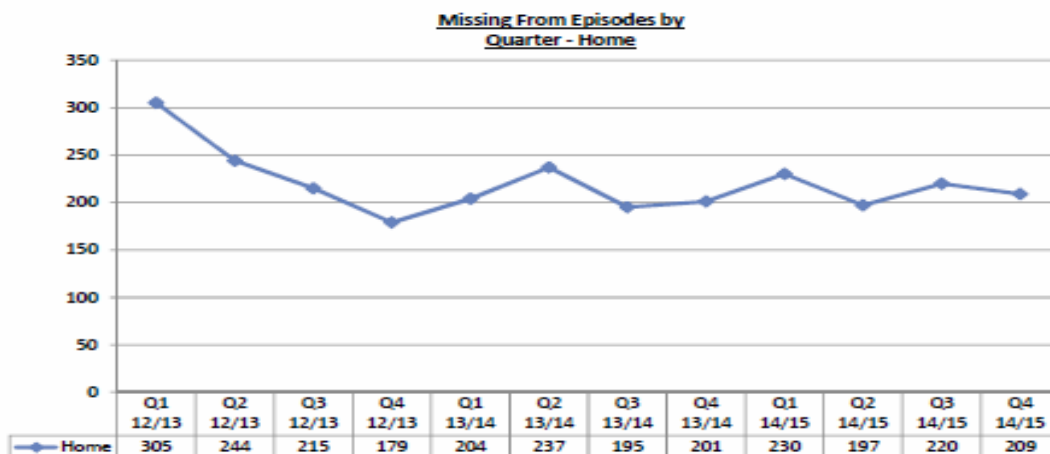
Work is continuing to improve our knowledge of the scale and nature of CSE but of the information that has been gathered from strategy meetings it suggests that 69% of the children were considered at risk of exploitation, 11% high risk and 20% medium risk. It also indicates that the focus of work in 83% of cases was about helping the child to recognise the abuse process.

For those children who are not discussed at a strategy meeting a range of other actions may follow, for example, a child in need plan or signposted to other services.

## Missing

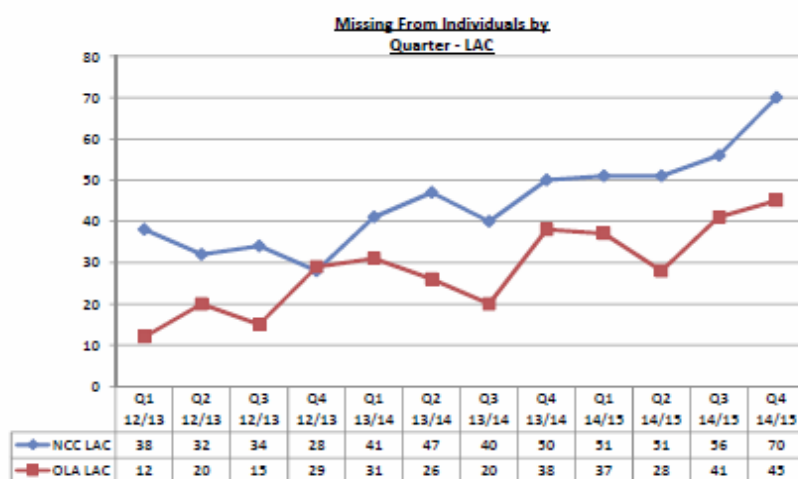
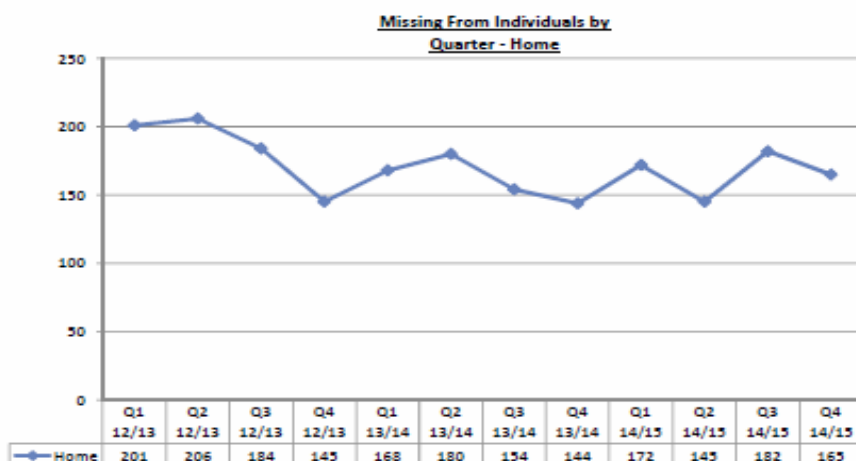
Prior to 2014/15, there had been a decrease in overall notifications of missing children, albeit with an increase in numbers missing from care which, in part, was thought to be due to increased reporting and an ageing looked after population. The data for 2014/15 has seen a significant increase in the number of overall notifications since the introduction of the absent definition in November. The hypothesis is that the police have previously recorded some calls as 'concern for safety' and not notified them as 'missing' to social care. This has potentially led to a distorted picture, particularly of Looked After Children (LAC) absence. This will be monitored during the coming year and will provide a new base line to respond to and compare practice.

The following two charts illustrate the number of missing episodes from home and also from care as referenced above.





The following charts illustrate the points made above in relation to the number of individual children who go missing from home and by care:



The following data, where indicated, does not include other local authority (OLA) LAC who are placed with providers in Nottinghamshire. Compliance by OLAs with the children missing processes is often weak but work continues to improve this.

- ❖ 63% of notifications relate to children missing from home (912); 37% from care (525) (exc OLA)
- ❖ 79% of individual children went missing from home (585), 21% from care (159) (exc OLA)

This suggests that children go missing from care more frequently than from home.

- ❖ 18% LAC return to their placement within one hour, a further 20% within five hours, a further 41% within 23 hours and the remaining 21% in 24 hrs and above. For children missing from home this is 34% within the hour, a further 28% within five hours, a further 27% within 23 hours and the remaining 11% do not return until after 24 hours. Children tend to be missing from care longer than from home
- ❖ The peak age range is 14-17 years (78% of individuals)
- ❖ The ethnicity of children going missing largely reflects the child population

- ❖ 905 or 73% of return interviews were completed; 12% were refused or advice given. 15% were not returned
- ❖ 125 multi-agency meetings were held.

### **Key priorities for 2015/16**

16. Any learning or recommendations from the recent Ofsted inspection will be incorporated into planning and work for 2015/16.
17. The key priorities for 2015/16 are as follows:

#### **CSE**

- ❖ Strengthening the collation and analysis of data
- ❖ Improving the availability and analysis of available data across agencies
- ❖ Monitor police attendance and other agencies at CSE strategy meetings (CSC and Police)
- ❖ Improve level of engagement of children, parents or carers at strategy meetings.
- ❖ Develop work with licensing and other bodies / businesses to raise awareness of CSE and to support disruption work (Police and CSC)
- ❖ Develop opportunities for perpetrator (including unidentified offenders) led work to prevent or reduce their ability to continue to offend (Police)
- ❖ Continue to develop the CSE concerns network and intelligence sharing
- ❖ Progress development of a specialist service to support children at risk of or experiencing CSE.

#### **Missing**

- ❖ Improve engagement of other local authorities with LAC placed in Nottinghamshire
- ❖ Continue to improve engagement with young people ensuring their voice is heard
- ❖ Continue to emphasise the need for quality as well as compliance with return interviews
- ❖ Implement an ongoing audit process
- ❖ Continue to develop the multiple missing and hot spots meetings
- ❖ Review independence issue in relation to completing the return interview.

### **Conclusion**

18. Strategically and operationally there is a strong foundation for both CSE and children missing from home and care and recognition of and plans for areas to strengthen. The anticipated Ofsted report will also guide the future direction of work.

### **Other Options Considered**

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

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

20. The Committee should continue to have scrutiny and oversight of the developments to further develop the response to child sexual exploitation and children missing from home and care within Nottinghamshire.

## **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**

That:

- 1) progress made regarding developments in the response to child sexual exploitation and missing children within Nottinghamshire is noted
- 2) a further report be provided to the Children & Young People's Committee in six months.

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

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

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## **Constitutional Comments**

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

## **Financial Comments (SS 26/06/15)**

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

## **Background Papers and Published Documents**

None.

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

All.

C0672



**13 July 2015****Agenda Item: 15****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND  
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

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

**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, Policy, Planning and Corporate Services**

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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>21 September 2015</b>		
Performance reporting (Quarter 1 2015/16) – Services for Children and Young People	Quarterly performance report	Celia Morris
Early Help Impact Statement (Quarter 1 2015/16)		Laurence Jones
Update on the Troubled Families Programme in Nottinghamshire		Laurence Jones
School Capital Programme update	Six month update report	Jas Hundal
Accessibility Strategy		John Slater
Youth Justice Plan 2015-16		Laurence Jones
Nottinghamshire Child and Family Poverty Strategy annual performance report	Annual update	Laurence Jones
Social work workforce recruitment and retention plan 2015		Steve Edwards
Children's Social Care Court Service		Steve Edwards
Nottinghamshire CAMHS Pathway Review update	Quarterly information report	Kate Allen
2015-16 delivery plan for the Children, Young People and Families Plan		Laurence Jones
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	John Slater
<b>19 October 2015</b>		
Nottinghamshire CAMHS Pathway Review update (including promoting mental resilience)	Quarterly report	Kate Allen
CSC Transformation Programme – outcome of social work practice pilot		Steve Edwards
Children's Social Work Health Check Action Plan 2015 – progress report	Progress report.	Steve Edwards
Proposed remodelling of school nursing service	For information	Kate Allen
Children's Centres service redesign		Laurence Jones
<b>16 November 2015</b>		
Performance reporting (Quarter 2 2015/16) – Services for Children and Young People	Quarterly performance report	Celia Morris
Early Help Impact Statement (Quarter 2 2015/16)		Laurence Jones

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
Nottinghamshire Safeguarding Children Board annual report 2014/15	Annual report	Steve Edwards
A Strategy for Closing the Educational Gaps in Nottinghamshire	Six monthly review report	John Slater
<b>14 December 2015</b>		
National Children and Adult Services Conference 2015	Report back on attendance	Derek Higton
Nottinghamshire Outstanding Achievement 4Uth Award 2015	Annual update report	Laurence Jones
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	John Slater
<b>18 January 2016</b>		
Financial support for students in post-16 education	Annual determination	John Slater
Rota Visits to children's homes: October and November 2015	Six monthly report	Steve Edwards
School Capital Programme update	Six month update report	Jas Hundal
Nottinghamshire CAMHS Pathway Review update	Quarterly report	Kate Allen
Child Sexual Exploitation update	Six-monthly update	Steve Edwards
<b>22 February 2016</b>		
Performance reporting (Quarter 3 2015/16) – Services for Children and Young People	Quarterly performance report	Celia Morris
Early Help Impact Statement (Quarter 3 2015/16)		Laurence Jones
Schools Forum and Education Trust Board officer group report	Annual officer group report	John Slater
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	John Slater
Key Stage 2 performance – analysis and actions	For information	John Slater
Nottinghamshire School Admission Arrangements 2017/18	For determination	John Slater
National Minimum Fostering Allowances and Fees for Foster Carers	Annual determination	Steve Edwards



REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	John Slater
<b>25 April 2016</b>		
Principal Child and Family Social Worker - annual report 2015		Steve Edwards
Under 16 Home to School Transport Policy and Post-16 Transport Policy – academic year 2016/17	Annual determination	John Slater
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
Early Help Impact Statement (2015/16)		Laurence Jones
Exceptional payments for school clothing and footwear 2016/17	Annual determination	John Slater
Authority governor appointments and reappointments and Local Authority appointments to school governing bodies	Quarterly report on appointments made	John Slater
A Strategy for Closing the Educational Gaps in Nottinghamshire	Six monthly review report	John Slater
Children's Services Health Check Survey 2016		Laurence Jones
Nottinghamshire Childcare Sufficiency Assessment 2016		Laurence Jones
<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
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	John Slater
<b>18 July 2016</b>		
Youth Justice Plan 2016-17		Laurence Jones
Children who go missing from home or care: end of year report 2015/16	For information	Steve Edwards
Child Sexual Exploitation update	Six-monthly update	Steve Edwards

<b>REPORT TITLE</b>	<b>BRIEF SUMMARY OF AGENDA ITEM</b>	<b>LEAD OFFICER</b>
Members' visit to Outdoor & Environmental Education residential centres	For decision	Laurence Jones
Rota visits to children's homes – April and May 2016	Six monthly report	Steve Edwards
School Capital Programme update	Six month update report	Jas Hundal
Nottinghamshire CAMHS Pathway Review update	Quarterly report	Kate Allen