

Early Years and Young People's Sub-Committee

Wednesday, 13 February 2013 at 14:00

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

AGENDA

- | | | |
|---|--|---------|
| 1 | Minutes of the last meeting held on 10 Dec 2012 | 3 - 6 |
| 2 | Apologies for Absence | |
| 3 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 4 | Service Update (presentation) | |
| 5 | Performance reporting (1 October to 31 December 2012) | 7 - 12 |
| 6 | Realignment of the Broxtowe Locality Youth Work Team | 13 - 26 |
| 7 | Proposals for changes to the staffing structure and budget for the Achievement and Equality Team | 27 - 32 |

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 Christine Marson (Tel. 0115 977 3887) 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.

minutes

Meeting	EARLY YEARS & YOUNG PEOPLE'S SUB-COMMITTEE
Date	Monday, 10 December 2012 (commencing at 2.00 pm)

Membership

Persons absent are marked with 'A'

COUNCILLORS

Lynn Sykes(Chairman)
Dr John Doddy (Vice-Chairman)

Keith Longdon
Philip Owen
Mrs Stella Smedley, MBE

Stuart Wallace
Martin Wright

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

OFFICERS IN ATTENDANCE

Steve Bradley – Group Manager, Cultural and Enrichment Services
Derek Higon – Service Director, Youth, Families and Cultural Services
Laurence Jones – Group Manager, Targeted Support & Youth Justice Service
Christine Marson – Policy, Planning and Corporate Services Department
Philippa Milbourne – Children, Families and Cultural Services
Chris Warren – Group Manager, Young People's Service

MEMBERSHIP OF THE COMMITTEE

It was reported that Councillor Martin Wright had been appointed to the Committee in place of Councillor Bob Cross.

MINUTES

The minutes of the last meeting held on 17 October 2012 were confirmed and signed by the Chairman.

APOLOGIES FOR ABSENCE

There were no apologies for absence.

DECLARATIONS OF INTEREST BY MEMBERS AND OFFICERS

None

SERVICE UPDATE (ORAL REPORT)

Mr Steve Bradley, Group Manager, Cultural and Enrichment Services gave a oral presentation updating Members on the Young People's service provided by Nottinghamshire County Council.

RESOLVED: 2012/018

That the report be noted.

PERFORMANCE REPORTING (1 APRIL – 30 SEPTEMBER 2012)

RESOLVED: 2012/019

That the Committee noted the contents of the report and approved the intended process for reporting performance to Committee on a quarterly basis.

DELIVERY OF PLAY IN NOTTINGHAMSHIRE FROM 2013-14

RESOLVED: 2012/020

- (1) That the play commissioning process for direct delivery of play in Nottinghamshire from 2013-14 be noted.
- (2) That the establishment of a Voluntary Play and Youth Sector Technical Specialist post be approved.

PROPOSALS FOR THE RESTRUCTURE OF THE PLAY FOR THE DISABLED CHILDREN'S TEAM, YOUNG PEOPLE'S SERVICE

RESOLVED: 2012/021

That the revised structure for the Play for Disabled Children's Team, Young People's Service, be approved.

ESTABLISHMENT OF POSTS AT BEESTON YOUTH AND COMMUNITY CENTRE

RESOLVED: 2012/022

That the establishment of a Grade 2 (0.95 FTE) facilities assistant post and Grade 1 casual bar staff, seconded from the Nottingham County Council to Beeston Youth and Community Centre, be approved.

PROPOSALS FOR CHANGES TO THE STAFFING STRUCTURE AND BUDGET FOR TARGETED SUPPORT AND YOUTH JUSTICE SERVICES

RESOLVED: 2012/023

- (1) That the Committee approves the proposed changes to the Targeted Support and Youth Justice Service structure and the budget for 2013-14.

- (2) That Laurence Jones, Group Manager, Targeted Support & Youth Justice Service, will report back to update this Sub-Committee on any reductions to this service.

WORK PROGRAMME

RESOLVED: 2012/024

That the report be noted.

The meeting closed at 2.35 pm.

CHAIRMAN



13 February 2012

Agenda Item: 5

**REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE
PERFORMANCE REPORTING (1 OCTOBER – 31 DECEMBER 2012)**

Purpose of the Report

1. The purpose of this report is to provide the Sub-Committee with a summary of performance during the period 1 October – 31 December 2012.

Information and Advice

2. At the meeting on 10 December 2012, the Sub-Committee agreed to receive a quarterly report, which reviews performance across the range of services provided for children, young people and families that fall within its remit. These reports will normally be presented to the meetings in September, November, February and May, and will be in addition to other reports that may be presented to the Sub-Committee from time to time providing detailed performance-related information about specific services, initiatives or projects.

Performance reporting for 2012-13

3. As agreed at the meeting on 10 December 2012, quantitative performance reporting to the Committee will be measured via a combination of:
 - outcome based key performance indicators (KPIs), including those which are reported to the Children and Young People's Committee
 - key service indicators that will be measured against objectives within the each of the cultural service business plans
 - a summary of key achievements across the relevant service areas.
4. The list will include a number of KPIs that reflect priorities within the Council's Strategic Plan, and which will also therefore be reported to the Policy Committee. Performance will be reported relative to the national average and to the Council's statistical neighbours, wherever this level of information is available.
5. The performance data for Quarter 3 2012/13, as described above, is set out in the table at **Appendix 1**.

Other Options Considered

6. The process for presenting performance information set out in this report is in line with corporate guidance, which has itself been established following an appropriate analysis of alternative options.

Reason/s for Recommendation/s

7. The recommendation for quarterly reporting to Committee, and the KPIs that will form the basis of the report, is in line with the established processes of reporting and publishing performance information across all of the services within the Children, Families and Cultural Services Department. It is also consistent with the agreed process and timetable for reporting performance across the wider set of the Council's services for children and young people to the Children and Young People's Committee.

Statutory and Policy Implications

8. 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/S

- 1) That the Sub-Committee notes the performance during the period 1 October to 31 December 2012 of the services provided for children, young people and families that fall within its remit.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

Jon Hawketts
Senior Executive Officer
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Constitutional Comments

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

Financial Comments (KLA 30/01/13)

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

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All.

C0178



Youth, Families and Cultural Services

REPORT TO EARLY YEARS & YOUNG PEOPLE'S SUB-COMMITTEE

Our Performance from April to December 2012

What have we achieved?

Early Years & Early Intervention	Complete the Service's management restructure	
	Implement and refresh the early intervention strategy	/
	Embed the enhanced core offer for families and children aged 0 - 12 years	/
	Develop and implement a Service performance framework	
	Complete work to recommission Nottinghamshire's Children's Centres	/
Targeted Support & Youth Justice	Develop the new Locality Management arrangements for early intervention services	
	Implement the project plan for the establishment of full targeted support arrangements	
	Extend Targeted Support arrangements	
	Embed the new service management and delivery structures	
Young Peoples Service	Deliver year 3 of the Nottinghamshire Youth Crime strategy	/
	Engage the maximum number of young people in positive activities	/
	Ensure the Young People's Service's capital projects (West Bridgford, Eastbourne and Garibaldi) open on time and within budget	/
	Restructure the Skills for Employment Team to meet the needs of the 2012/13 academic year	/
	Ensure that the Children in Care Council continues to be fully operational and representative of the children and young people	/
	Ensure the operation of the service meets the new H&S requirements of OHSAS 18001	/

Our achievement is rated by: [achieved / on schedule ☺ progress being made, but behind schedule ☹ not started or will not complete]

Early Years and Early Intervention Service	Yr Target	Apr-Dec	On Target?	Nat
The percentage of Nottinghamshire's focused population are registered with a children's centre	(70%)	76%		
The percentage of Nottinghamshire's focused population are seen by a children's centre	(65%)	51% ²	☺	
The percentage of children's centre inspections are graded Good or Outstanding	(75%)	80% ¹		
The number of parents accessing evidence based parenting programmes	475	453		
Increase in the number of parent volunteers	433	444		
Increase in children achieving satisfactory Early Years Foundation Stage Profile scores	56%	64.2%		
Increase in the number of CAFs initiated by children's centres	250	183 ²		
Decrease in the gap between the average Early Years Foundation Stage Profile score and the lowest 20% of children	(1% dec)	2.1%		
Support an increase in breastfeeding at 6-8 weeks Notts/Bass	(1% inc)	-	-	
Targeted Support and Youth Justice Service	Yr Target	Apr-Sep**	On Target?	Nat
First time entrants to the criminal justice system maintained at the 2011-12 figure per 100,000 of youth population	(643)	224		
Frequency of re-offending by young people reduced below the 2011-12 rate per 100 offenders	(0.79)	0.48		
The number of violent crimes committed by children and young people reduced below the 2011-12 rate	(470)	75		
The number of young people experiencing custody maintained at the 2011-12 figure for remands and custodial sentences	(19/33)	6 / 33	☺	
The percentage of young people leaving substance misuse treatment in an agreed and planned way	(80%)	87%		
The percentage of young people in years 12-14 not in education, employment or training reduced by the 2011/12 figure	(5%)	2.6%		
Young People's Service	Yr Target	Apr-Dec	On Target?	Nat
The number of individual children and young people in positive activities delivered by the Young People's Service	(22,000)	19,200 ²		
The number of attendances at positive activities delivered by the Young People's Service	(250,000)	185,500 ²		
The number of adult volunteers to support the delivery of positive activities by the Young People's Service	(250)	225		
The number of unique individual young people enrolled on the C Card Scheme	(8,000)	8,800		
Youth work quality assurance assessments are graded satisfactory or better under the Service's framework	(90%)	>90%		
Cultural and Enrichment Service	Yr Target	Apr-Dec	On Target?	Nat
Occupancy levels at environmental and outdoor education settings / adventure	(80%)	82% / 53%	/ ☹	
The number of pupils learning music within the KS2/IMT programme over the 2011/12 figure	(3,180)	2,190		
The number of teachers, governors and support staff trained over the 2011/12 figure (Achievement & Equality Team)	(3,981)	1,946	☹	
Service user and customer satisfaction levels achieved across the service area	(90%)	>90%		

Our achievement is rated by: [on or above target / ☺ off target (by less than 10%) / ☹ off target (by more than 10%)]

¹data not yet received in full ²against quarter profile (p) provisional figure of 36 ³TSYJ Reports to previous quarter
Nat/Rea IShows our performance against comparative authorities by either national or regional averages. where available]

13 February 2013**Agenda Item: 6****REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE
REALIGNMENT OF THE BROXTOWE LOCALITY YOUTH WORK TEAM****Purpose of the Report**

1. This report seeks approval for the realignment of the Broxtowe Locality Youth Work Team to enable a comprehensive and consistent approach to youth work delivery in the District. This realignment will be implemented within the Young People's Service's existing budget:
 - to create a Professional Range Level 1 Youth Work Post in Kimberley
 - to increase the number of Youth Support Workers Level 1 in all Young People's Centres
 - to realign the number of Mobile sessions from 8 to 6
 - to restructure the Brinsley Youth Team.

Information and Advice

2. The Young People's Service operates a formula funding model for open access youth work across the County. The implementation of the formula, which is based on 90% for the proportion of the 13-19 population and 10% for deprivation, has been achieved in several tranches. This realignment of the Broxtowe Team is part of this process.
3. The Broxtowe Locality Youth Work Team is part of the Young People's Service, with a focus on providing access to high quality, safe and enjoyable positive activities for children and young people outside of the school day. The Service's delivery standards set out standards for the effective delivery of positive activities using youth work methods and approaches at each unit within the Service.
4. These standards include a set of performance indicators and targets for the Service, in order to measure the impact of youth work, and the contribution the Service makes to securing positive outcomes for young people. The targets set include:
 - delivery of over 250,000 attendances by young people
 - engagement of at least 21,000 young people in positive and fun activities.

5. To achieve these standards each youth work unit is required to engage with and provide positive activities to large groups of young people. This is reinforced by delivery standard 3, which sets out the minimum requirements of young people in attendance at each session.
6. Since this full re-organisation of the Service's management and delivery structures in 2011, new statutory guidance for local authorities on services and activities to improve young people's well being has been introduced. The guidance retains a duty on local authorities to secure educational and recreational leisure time activities for young people. This has encouraged the Service to review its management and leadership structures across Broxtowe to ensure that delivery standards and targets can be met and that the service across Broxtowe is equitable.
7. The current and proposed structures are attached as **Appendices 1 and 2**. The posts created and deleted are:
 - to create a 37 hour Professional Range Level 1 Youth Work Post in Kimberley using the existing 21 hours Worker in Charge Level 2 budget to contribute to this post
 - to increase the number of Youth Support Workers Level 1 from 170 hours to 207 hours of frontline delivery
 - to reduce the number of Mobile sessions from 8 to 6 sessions. This will involve deleting one Worker in Charge Level 1 post and one Youth Support Worker Level 1 post. This will impact on one employee as a Youth Support Worker Level 1 vacancy currently exists within this team
 - to restructure the Brinsley Youth Team, which will involve transferring the staffing establishment to Eastwood Youth Team for direct management. This will enable a change of the Worker in Charge Level 1 post to Youth Support Level 2, as the management responsibilities for the post holder will be reduced.

Other Options Considered

8. Continued operation using the existing staffing establishment would be feasible, however this would not provide the best or the most equitable model for youth work delivery.

Reason/s for Recommendation/s

9. The Council can deliver an improved service within existing budget allocations.

Statutory and Policy Implications

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

Implications for Service Users

11. The proposed changes do not alter the availability of youth work provision, but instead will improve capacity in providing access to high quality, safe and enjoyable positive activities for children and young people outside of the school day.
12. In addition, these changes will improve management and leadership structures across Broxtowe to ensure that delivery standards and targets can be met and that the service across Broxtowe is equitable.

Financial Implications

13. There will be no financial implications as a result of implementing these recommendations.

Human Resources Implications

14. This proposal has been subject to the normal consultation procedures with the appropriate Trade Unions.
15. No additional administrative support will be required.

RECOMMENDATION/S

- 1) That the restructuring of Broxtowe Locality Youth Work Team to enable a comprehensive and consistent approach to youth work delivery be approved as outlined in paragraph 7.

Derek Higton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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or

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Constitutional Comments (SG 14/12/12)

16. The Sub-Committee is the appropriate body to decide the issues set out in this report. The Sub-Committee has responsibility for the Young People's Service (paragraph 22 of the Terms of Reference).

Financial Comments (NDR 03/01/13)

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

Background Papers

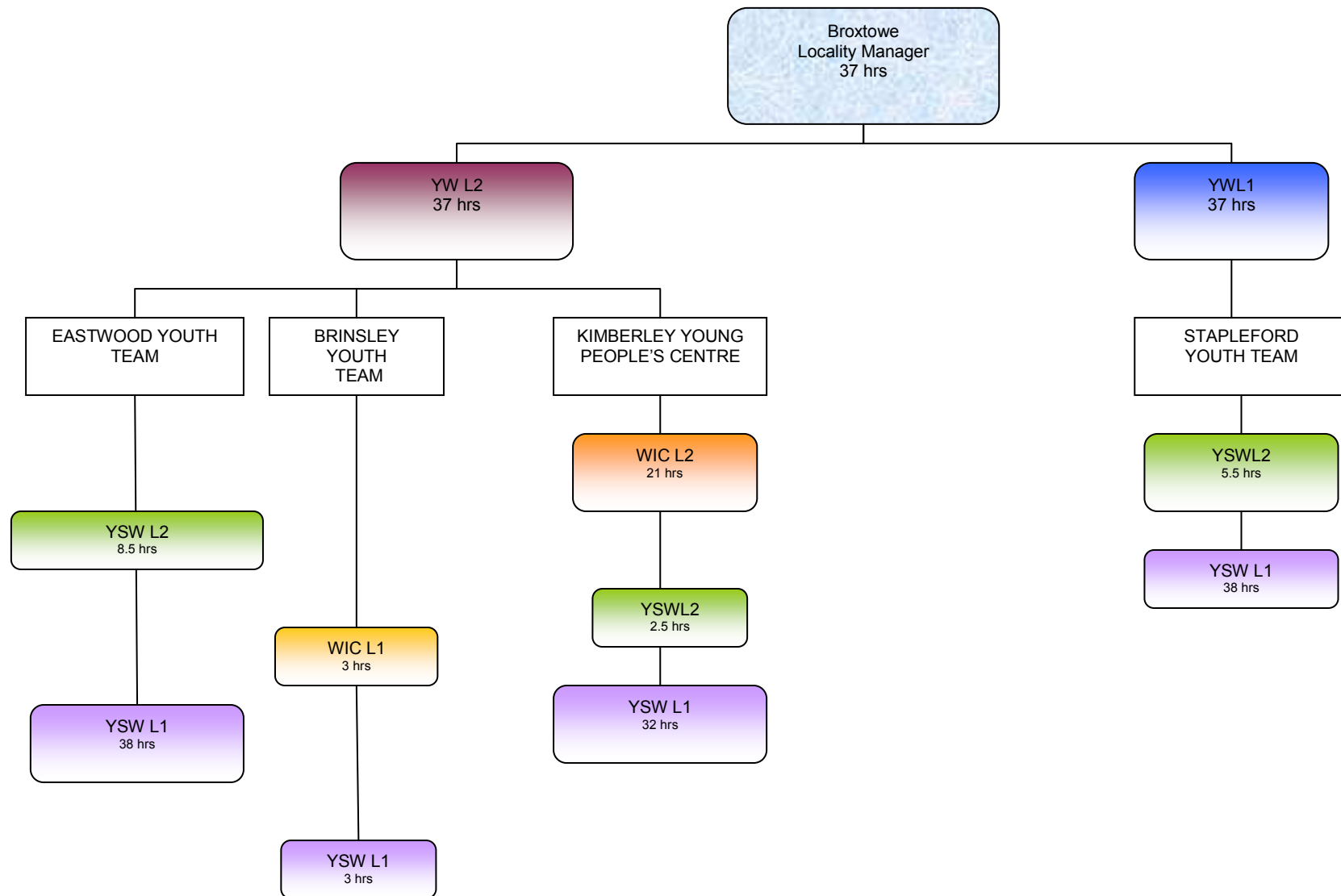
Young People's Service Delivery Standards

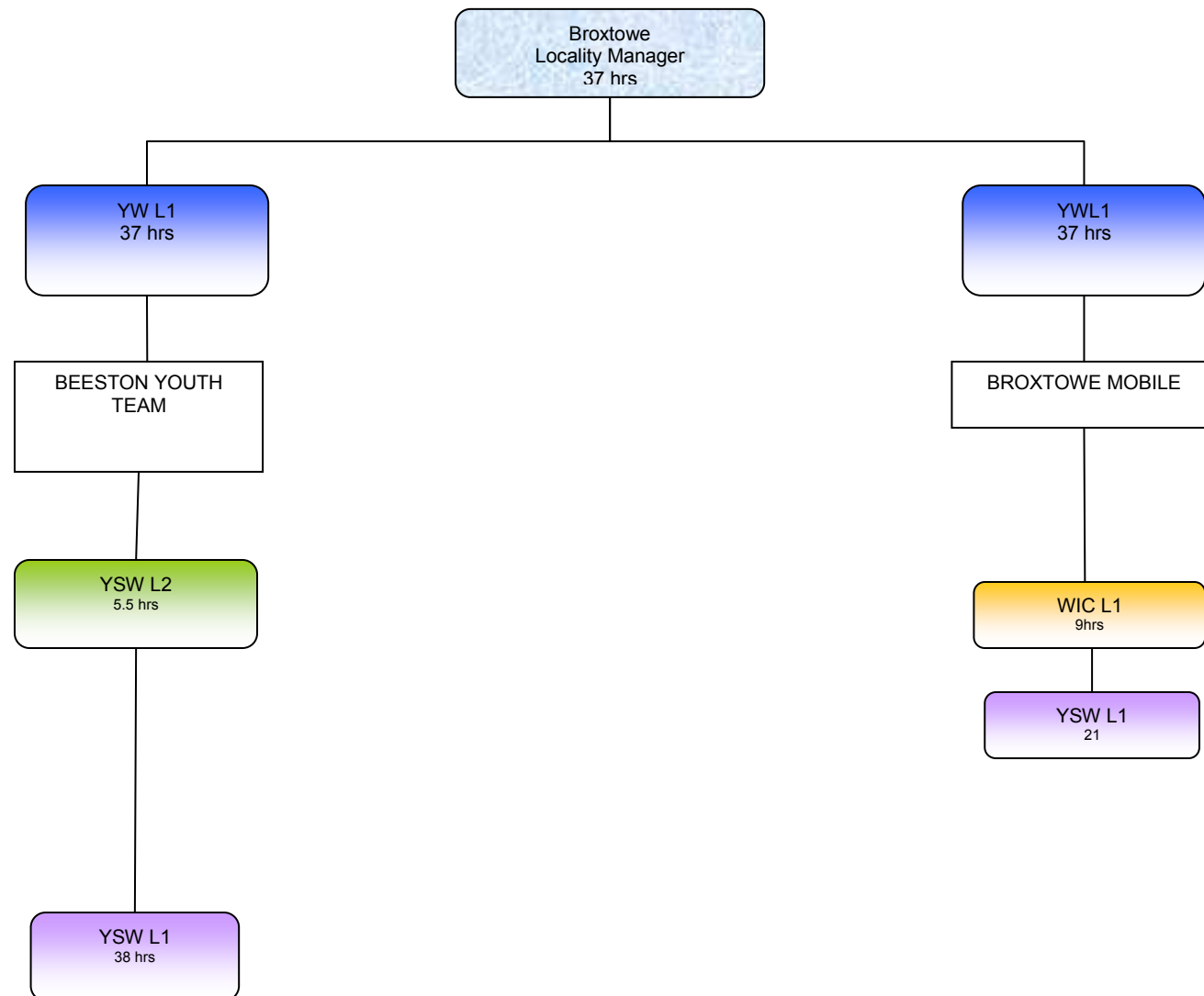
Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

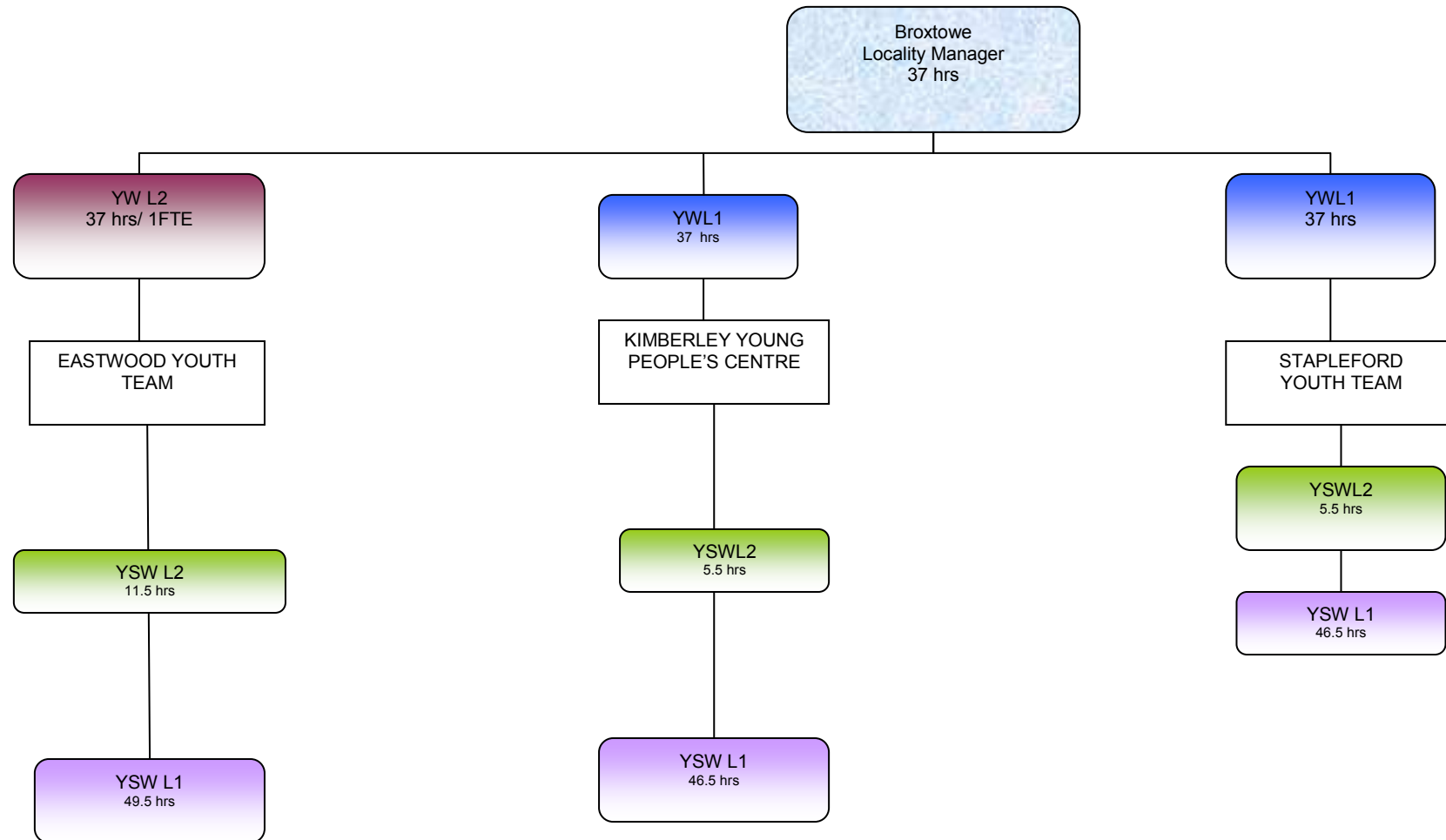
Electoral Division(s) and Member(s) Affected

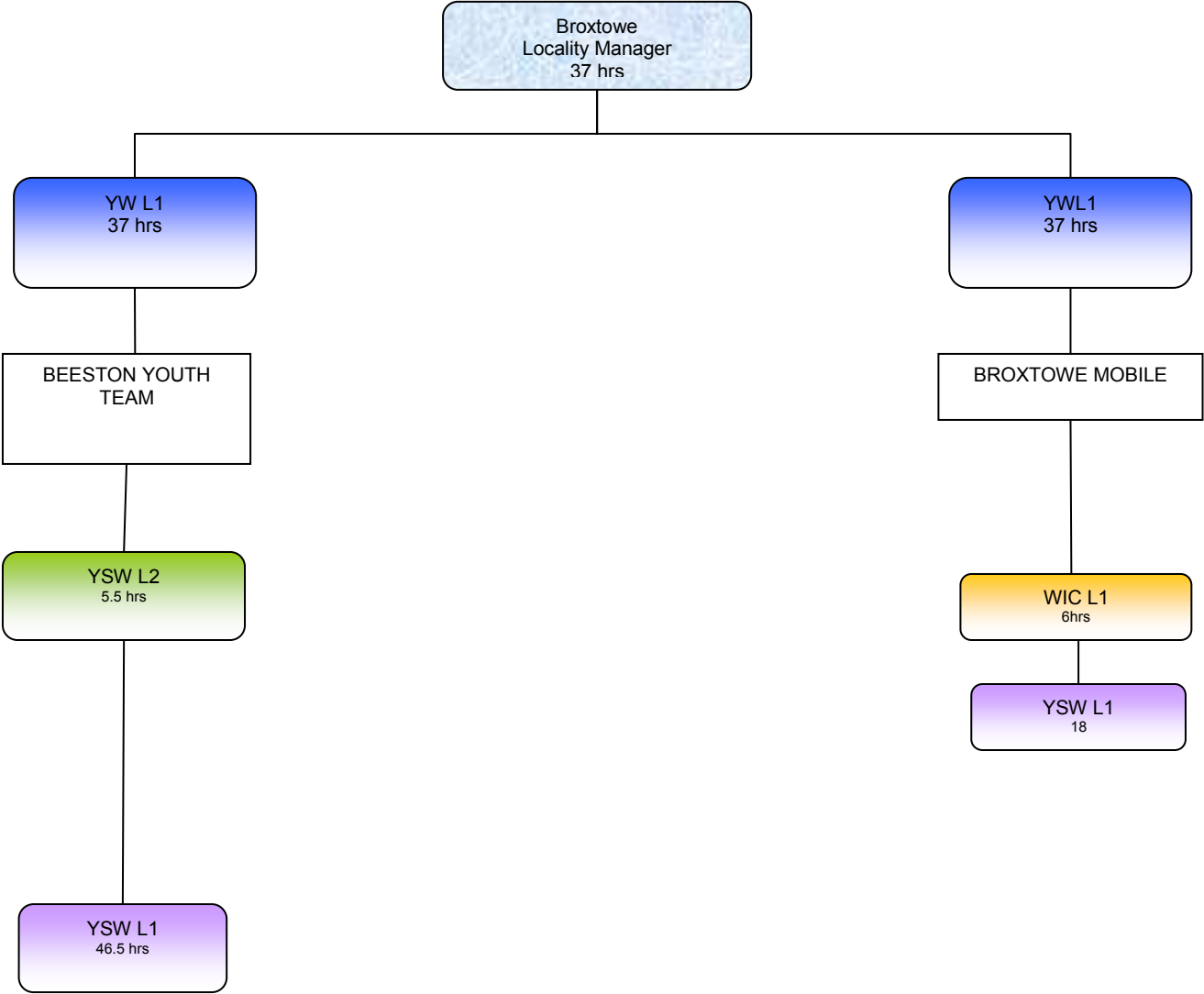
All.

C0146









13 February 2013**Agenda Item: 7****REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE****PROPOSALS FOR CHANGES TO THE STAFFING STRUCTURE AND
BUDGET FOR THE ACHIEVEMENT AND EQUALITY TEAM****Purpose of the Report**

1. To seek approval for the implementation of a revised staffing structure for the Achievement and Equality team and revisions to budget proposals in response to a reduction in service income in 2013-14.

Information and Advice**Background – Financial pressures related to removal of grant funding and academy conversions**

2. The Achievement and Equality team (A&E team) sits within the Children, Families and Cultural Services department. The team provide direct support and intervention to Black and Minority Ethnic (including Gypsy, Roma, Traveller) children, young people and their families across the County, with its key functions being to improve educational attainment/achievement and engagement with and access to key services, including education. The team works with schools, colleges, and early years' settings, providing training, advice and guidance and delivering bespoke intervention programmes
3. Currently there are three district teams covering Newark/Bassetlaw, Mansfield/Ashfield, and Broxtowe/Gedling/Rushcliffe each led by a District Manager and comprising 2 full time equivalent (fte) Specialist Teaching Assistants and 3 fte Consultants. In addition, there is a County-wide team led by the Team Manager and comprising 1 fte Traveller Education Welfare Officer and 3 fte Community Link Workers. The Senior Specialist Teaching Assistant divides their time equally between the County-wide team and the Mansfield/Ashfield team. The three District Managers also report directly to the Team Manager.
4. The A&E team is currently funded through the Local Authority Revenue budget (£326,305) and the Dedicated Schools' Grant (DSG) (£783,435, of which £150,000 represents former Ethnic Minority Achievement Grant (EMAG) funding). The number of academy school conversions and associated legislative obligations on local authorities to devolve funding directly to these schools, combined with the termination of EMAG funding by central government, has resulted in a reduction of the team's DSG budget from

2013/14. Based on the current estimation of the rate of academy conversions at 51%, the DSG element of the A&E team's budget will be reduced to £310,383. The DSG element of the team's budget is likely to be further reduced in 2014/15 should more Nottinghamshire primary schools also begin to convert to academy status. It is not currently possible to predict the rate of any such conversions and the consequent budgetary reductions. However, it is reasonable to assume that this element of the current budget is unlikely to remain static in 2014/15. Given the above, the budget gap for 2013/14 is £473,052.

- 5 This continuing financial uncertainty will require the team to review current working practices and the scope of its future remit. Given the anticipated future financial challenges, the current staffing proposals are an interim measure to allow the team to explore a range of options going forward from 2014. These are likely to involve more radical changes, with a full review of job roles; terms and conditions; and different operating models considered, including the possibility of commissioning services from other providers.

Consultation with Staff and Trade Unions

6. Staff were informed of the financial challenge for 2013/14 at a meeting on 26 September 2012. In addition to this team members were formally notified that, due to the scale of the challenge, all posts would appear on the Council-wide Section 188 notice published on 31 October 2012. All team members have been actively encouraged to contribute ideas related to the future design and priorities of service provision. A formal consultation meeting was held on 19 December 2012 at which management presented proposals designed to meet the budget reductions. The meeting was attended by all staff and representatives from three trades unions. Staff were encouraged to respond to management proposals during the formal consultation period that closed on 25 January 2013.

Proposals for Staffing Changes

7. To enable the Achievement and Equality team to achieve the required cost reductions to meet the budget gap of £473,052, the following staffing structure changes are proposed.
 - a reduction in the number of District Manager posts from 3 fte to 2 fte
 - a reduction in the number of Consultant posts from 9 fte to 3 fte
 - a reduction in the number of Specialist Teaching Assistant posts from 5.5 fte to 3.5 fte
 - the deletion of the Senior Specialist Teaching Assistant post
8. The current structure chart is attached at **Appendix 1** and the proposed structure is attached at **Appendix 2**.

Other options considered

9. These proposals have been constructed following an assessment of a range of other options including the current team being disbanded and roles being attached to other team structures within the Council. It is felt that the proposals to keep a team, albeit reduced in size, together at this point will produce the most effective service outcomes.

Reason for recommendations

10. These recommendations are formulated around the need to present a balanced budget for 2013/14

Statutory and Policy Implications

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

Implications for Service Users

12. It is inevitable that the current programme of work will be reduced in line with the resources available in the future. Every effort will be made however to ensure that priority is afforded to those in most need and that direct frontline activity is safeguarded where possible.

Financial Implications

13. There is an identified need for savings of £473,000 in 2013-14. The proposals to introduce the new structure shown in **Appendix 2** will achieve this and enable a balanced budget to be constructed for the next financial year.

Equalities Implications

14. As part of the process of making decisions and changing policy, public authorities are required by law to think about the need to:
 - Eliminate unlawful discrimination, harassment and victimisation.
 - Advance equality of opportunity between people who share protected characteristics (as defined by equalities legislation) and those who do not.
 - Foster good relations between people who share protected characteristics and those who do not.
15. Equality Impact Assessments (EIAs) are a means by which a public authority can assess the potential impact that proposed decisions / changes to policy could have on the community and those with protected characteristics. They may also identify potential ways to reduce any impact that a decision / policy change could have. If it is not possible to reduce the impact, the EIA can explain why. Decision makers must understand the potential implications of their decisions on people with protected characteristics.

16. An EIA has been undertaken and is available as a background paper. Decision makers must give due regard to the implications for protected groups when considering this report.

Crime and Disorder Implications

17. The recommendations take account of the Council's duties to reduce crime and anti-social behaviour and to prevent youth offending and re-offending under the Crime and Disorder Act (1998).

Safeguarding of Children Implications

18. These recommendations will ensure that the most vulnerable Black and Minority Ethnic (BME) children, young people and their families continue to receive the current levels of support provided by the team as key frontline posts have been maintained. The team will continue to undertake work with schools/settings and across the Children, Families and Cultural Services department in relation to prejudice-related bullying. There will also be continued collaboration with partners such as the Anti-Bullying Co-ordinator, Community Safety team, Children Missing Education Officer, Elective Home Education team, the Nottinghamshire Safeguarding Children Board, and Children's Social Care on a range of specific issues which relate particularly to BME communities.

RECOMMENDATION/S

- 1) That the Committee approves the proposed changes to the Achievement and Equalities team structure and the budget for 2013-14.

Derek Highton
Service Director, Youth, Families and Culture

For any enquiries about this report please contact:

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Constitutional Comments (NAB 1.2.13)

19. The Early Years and Young People's Sub-Committee has authority to approve the recommendations set out in this report by virtue of its terms of reference.

Financial Comments (KLA 01/02/13)

20. The financial implications are set out in paragraphs 7, 8, & 13, and in the appendices attached.

Background Papers

Equality Impact Assessment.

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

Electoral Division(s) and Member(s) Affected

All.

C0176

