

Children and Young People's Committee

Monday, 19 May 2014 at 10:30

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

AGENDA

- 1 To note the Appointment at the Annual Meeting of the Chairman and Vice-Chairman of the Committee
- 2 To note the Membership of the Committee
- 3 Minutes of the previous meeting held on 23 April 2014 3 - 8
- 4 Apologies for Absence
- 5 Declarations of Interests by Members and Officers:- (see note below)
 - (a) Disclosable Pecuniary Interests
 - (b) Private Interests (pecuniary and non-pecuniary)
- 6 Performance reporting 2013-14 - services for children and young people 9 - 16
- 7 Looked After Children Placement Commissioning Plan and Block Purchase of Residential Placements 17 - 28
- 8 Exceptional payments for school clothing and footwear 2014-15 29 - 32
- 9 Nottinghamshire Children's Trust Participation Strategy 2014 - 2016 33 - 48
- 10 Support to Schools Service - proposed restructure of the Place Planning and Admissions Team 49 - 56
- 11 Authority Governors Appointments 57 - 64

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 23rd April 2014 (commencing at 10.30am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

John Peck JP (Chairman)

Liz Plant (Vice-Chairman)

Alan Bell
Boyd Elliott
Kate Foale
Alice Grice
Keith Longdon

Philip Owen
Sue Saddington
Jacky Williams
John Wilmott

A Ex-officio (non-voting)
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

Sara Allmond	Policy, Planning and Corporate Services
Steve Edwards	Children, Families and Cultural Services
Derek Higton	Children, Families and Cultural Services
Anthony May	Children, Families and Cultural Services
Philippa Milbourne	Children, Families and Cultural Services
John Slater	Children, Families and Cultural Services

MEMBERSHIP

Councillor Alan Bell had been appointed to the Committee in place of Councillor John Allin for this meeting only.

MINUTES OF THE LAST MEETING

The minutes of the meeting held on 17th March 2014, having been circulated to all Members, were taken as read and were confirmed and signed by the Chairman, with an amendment due to a typographical error in the spelling of Councillor Jacky Williams' first name within each of the recorded votes.

APOLOGIES FOR ABSENCE

An apology for absence was received from Mr John Rudd (other reasons).

DECLARATIONS OF INTEREST

None

CHILDREN MISSING EDUCATION STRATEGY

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

RESOLVED 2014/031

- 1) That the Committee recommends the Strategy to Policy Committee for consideration at their meeting on 5th May 2014 with further consultation with schools and other stakeholders to be undertaken during the Summer term 2014.
- 2) That a further report be brought to this Committee giving Members feedback from the consultation with schools and reports on the impact of the strategy in reducing the numbers of children missing education.

PROPOSAL TO CONSULT ON THE CLOSURE OF BASSETLAW LEARNING CENTRE

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

RESOLVED 2014/032

- 1) That approval be given to consult on the proposals to close Bassetlaw Learning Centre with effect from 31 December 2014.
- 2) That a further report be submitted to this Committee on 14 July 2014 on the outcome of the consultation which recommends a course of action.

REVISIONS TO THE NATIONAL CURRICULUM IN ENGLAND

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

RESOLVED 2014/033

That the changed content of the National Curriculum and the timetable for its introduction into schools be noted.

THE NATIONAL SCHOOL FOOD PLAN IN NOTTINGHAMSHIRE

Kevin KcKay presented the report and responded to questions and comments from Members.

RESOLVED 2014/034

That the information on the recent development and introduction of the National School Food Plan and the actions required to deliver the Plan in Nottinghamshire be noted.

NOTTINGHAMSHIRE CHILDREN'S TRUST EARLY HELP DEVELOPMENT PLAN 2013-16: UPDATE

Derek Higton introduced the report and responded to questions and comments from Members.

RESOLVED 2014/035

That the update on the Nottinghamshire Children's Trust Early Help Development Plan 2013-2016 be noted.

UNDER 16 HOME TO SCHOOL TRANSPORT AND POST 16 TRANSPORT POLICY 2014/15

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

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

FOR

Alan Bell
Kate Foale
Alice Grice

John Peck
Liz Plant
John Wilmott

AGAINST

Boyd Elliott
Philip Owen
Keith Longdon

Sue Saddington
Jacky Williams

There were no abstentions.

RESOLVED 2014/036

- 1) That the Committee recommends the proposed amendments to the Under-16 Home to School Transport Policy 2014 to Policy Committee for approval at its meeting on 7 May 2014.
- 2) That the Committee recommends the proposed amendments to the Post-16 Home to School Travel Policy 2014 to Policy Committee for approval at its meeting on 7 May 2014.

MATTERSEY AND WINTHORPE COMMUNITY PRIMARY SCHOOLS – PROPOSALS FOR THE DELIVERY OF EARLY YEARS EDUCATION PLACES: CONSULTATION OUTCOMES

RESOLVED 2014/037

- 1) That Committee notes the outcome of formal consultation with staff, governors, pupils, parents/carers, local community and other interested parties about the proposals referred to in this report;
- 2) That Committee agrees to the publication of statutory notices, under the provisions of Section 19 of the EIA 2006, for the proposals to:-
 - establish 10 full-time equivalent (20 part-time) early years places within the existing premises of Mattersey Community Primary School and lower the school's age range from 5-11 to 3-11 years with effect from 8 September 2014;
 - establish 5 full-time equivalent (10 part-time) early years places within the existing premises of Winthorpe Community Primary School and lower the school's age range from 5-11 to 3-11 years with effect from 8 September 2014;
- 3) That a further report be submitted to this Committee on the outcome of the four week representation period of the County Council's published Section 19 Notices with recommendations for action.

WORK PROGRAMME

RESOLVED 2014/038

That the Committee's work programme be noted.

The meeting closed at 12.11 pm

CHAIRMAN

M_17Mar2014

19 May 2014**Agenda Item: 6****REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN, FAMILIES AND
CULTURAL SERVICES****PERFORMANCE REPORTING (2013/14) – SERVICES FOR CHILDREN AND
YOUNG PEOPLE****Purpose of the Report**

1. The purpose of this report is to provide the Committee with a summary of the performance of the Council's services for children and young people between 1 April 2013 and 31 March 2014.

Information and Advice**Performance Reporting for 2013/14**

2. This report forms the final quarterly performance report for 2013/14, reporting on performance for the 2013/14 financial year.
3. At its meeting on 16 July 2012, the Committee agreed to receive a report each quarter, reviewing performance across the full range of services provided to children and young people. Quarterly reports would be in addition to other reports that might be presented to the Committee from time to time, providing detailed performance-related information about specific initiatives, projects or services.
4. As agreed at this meeting, quantitative performance reporting to the Committee is measured via key performance indicators (KPIs), which cover the full range of services to children and young people. Although it has been agreed that performance will be reported on a quarterly basis, not all of these KPIs are equally sensitive to quarterly fluctuation. In accepting that KPIs will not always change from one quarter to the next, it was agreed that the most up-to-date information would be provided for each KPI.
5. The KPIs that are reported on within this report are the same as those reported on for 2013/14 Quarter 3.
6. Performance data is set out in the table at **Appendix 1**. For each KPI, current performance is compared to the national average, for England, and that of the Council's children's services statistical neighbours, where this data is available. The statistical neighbour local authorities are:
 - Cumbria
 - Derbyshire
 - Dudley

- Kent
- Lancashire
- Lincolnshire
- Northamptonshire
- Nottinghamshire
- Staffordshire
- Swindon
- Wigan

7. In addition, for each KPI, the table indicates whether performance has improved (+), declined (-), or remained the same (=) over the current reporting period.

Key messages

8. Children's Social Care:

- i. In Children's Social Care, performance in the timely completion of initial assessments continued to improve to 88.4% in Quarter 4, and for 2013/14 as a whole was 76.2%. This compares well with the latest available data nationally (75.5% carried out within timescales in 2012/13). The number of assessments completed in March (637), although higher than December 2013 and January 2014 (580 & 553 respectively), shows a reduction on the number completed in February 2014 (693). Stability in the number of initial assessments being completed will continue to be monitored, to ensure that the changes implemented to the MASH in September 2013 to address the volume of MASH enquiries being passed for initial assessment continues to be effective.
- ii. Performance in the timely completion of Core Assessments also improved in Quarter 4, to 87.3%, and for 2013/14 as a whole this was 84.8% (compared with 76.7% nationally in 2012/13). The number of core assessments being completed remains consistent and continues to be a manageable volume.
- iii. The percentage of re-referrals to Children's Social Care was 28.9% in Quarter 4, and overall for the year 2013/14 was 26.5%. Performance will continue to be monitored in line with the findings of an external audit carried out in February 2014, which identified issues with the recording of some repeat enquiries and made recommendations about their future recording and classification.
- iv. The numbers of Looked After Children who have three or more placements in any one year has recently increased to 11.6% for Quarter 4 2013/14, which is a decline in performance compared with 9.7% in Quarter 3. In response to the issue of sufficiency of places, Children's Social Care has developed a commissioning strategy for the next year which will include the development of the 11+ Fostering Scheme and the block purchase of residential placements.

9. Educational Attainment:

For most KPIs relating to educational attainment, the most recent available data is for the 2012/13 academic year. The final data was released by the Department of Education in January/February 2014 and was included in the Quarter 3 performance report to the Committee.

- i. For the 2012/13 academic year, the attainment of pupils in Nottinghamshire schools exceeds the national average at Early Years Foundation Stage, at age 11 years and at age 16 years. Attainment at A level continues to improve in Nottinghamshire. Although performance does not meet the national average, it is improving at a greater rate than nationally.
- ii. At Early Years Foundation Stage, average performance against the assessment framework was 56.6% in Nottinghamshire compared to 52.0% nationally. At age 11 years, the proportion of pupils achieving level 4 in reading, writing and mathematics was 76.8% in Nottinghamshire schools compared to 76.0% nationally. For both these age groups, the assessment method has changed since 2011/12, so it is not possible to make direct comparison with previous years' results.
- iii. At age 16 years, 63.4% of pupils in Nottinghamshire schools achieved 5 or more A*-C grades at GCSE or equivalent (including English and mathematics) compared to 59.2% of pupils nationally. This is the second consecutive year that Nottinghamshire pupils have achieved higher results than the national average. It also represents an improvement on performance in Nottinghamshire since last year (63.4% in 2012/13 compared to 60.6% in 2011/12), while nationally there was a slight decline in performance (from 59.4% in 2011/12 to 59.2% in 2012/13).
- iv. At A level, the performance of young people in Nottinghamshire has improved in 2012/13 compared with 2011/12. In Nottinghamshire, the percentage of A level entries at A*-E grades was 98.0% in 2012/13, compared to 97.5% in 2011/12, while the percentage of A level entries at A*-B was 46.2% in 2012/13, compared to 43.4% in 2011/12.

10. **Closing the attainment gap:**

- i. The data released by the Department for Education also provides information about the achievement gaps between Nottinghamshire pupils who are eligible for free school meals and their peers.
- ii. At age 16 years, the KPI used for national comparison is the attainment gap between those pupils who had been eligible for free school meals at any time in the last six years and those who had never been eligible. Using this measure, in Nottinghamshire this achievement gap has widened very slightly, from 30.7% in 2011/12 to 31.7% in 2013/14. The gap between those who were eligible for free school meals in the year of assessment and their peers has narrowed slightly from 31.8% to 31.7%. Nationally this gap is 26.5%, which represents a slight increase from 26.4% in 2012.
- iii. At age 11 years, the attainment gap between those pupils who had been eligible for free school meals at any time in the last six years and their peers is 19.9%. This compares with a national attainment gap of 26.5%. It is not possible to directly compare this with the assessment results from 2011/12, due to changes in the assessment process.
- iv. In future the attainment gap will be measured by considering the attainment of pupils who are eligible for the pupil premium, which includes those pupils who have been eligible for free school meals in the last six years as well as those who

are looked after by the local authority. Data for the academic year 2013/14 will use this measure, and will be available provisionally in summer/autumn 2014.

- v. The most recent data on the percentage of young people who have not attained a Level 2 qualification in English and mathematics at age 16 years who go on to attain Level 2 or higher in both by the end of the academic year in which they turn 19 indicates that for young people in Nottinghamshire this is 13.6%, compared with 15.9% nationally. However, a higher proportion of young people in academic years 12-14 in Nottinghamshire are participating in education, employment or training than nationally (85.7% compared with 82.4%). At the end of March 2014, the proportion of 16-18 year olds who were NEET was 2.8%; the proportion of 16 – 18 year olds who status was Not Known was 6.9%.
- vi. The Education Health Care (EHC) Plan has been introduced to bring together the families and agencies for children and young people aged 0-25 years with Special Educational Needs and complex disabilities, so that they have coordinated individual support plans. Nottinghamshire has been a pathfinder area for this work, and has implemented the EHC Plan ahead of it becoming a national requirement in September 2014. The number of children or young people and their families with EHC Plans has steadily increased throughout the year and now 83 EHC Plans have been completed.

11. **Early Help Services:**

- i. A number of KPIs monitor effectiveness across a range of services that provide early help to children, young people and families. Data relating to early help services is now also included in a specific early help dataset which will be the subject of a separate report to the Committee.
- ii. The numbers of first time entrants to youth justice services continues to decrease, to 207 per 100,000 young people in 2013/14 Quarter 3 compared with 292 per 100,000 in 2012/13 Quarter 3 (data for this KPI is always available one quarter in arrears and as a cumulative indicator, comparison is made with performance for the equivalent quarter in the previous year).
- iii. There has been a steady increase in the numbers of families from low income areas registered at children's centres throughout 2013/14. The number registered at the end of 2013/14 was 79%. The percentage of children aged 0-4 years living in low income areas seen at children's centres during 2013/14 was 57%, which equals the percentage seen in 2012/13.
- iv. The under-18 conception rate for Nottinghamshire is 29.4 per thousand females for 2012, a reduction from 31.9 in 2011. This is slightly higher than the national rate of 27.7 (due to collection methodology, teenage conception date is available 18 months in arrears).

Other Options Considered

- 12. 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

13. 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.

Statutory and Policy Implications

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

RECOMMENDATION/S

- 1) That the Committee notes the performance of the Council's services for children and young people during the period 1 April 2013 – 31 March 2014.

Anthony May
Corporate Director for Children, Families and Cultural Services

For any enquiries about this report please contact:

Jon Hawketts
Group Manager, Planning, Performance and Quality Assurance
T: 0115 9773696
E: jon.hawketts @nottsc.gov.uk

Constitutional Comments

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

Financial Comments (KLA 08/05/14)

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

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

C0415

Appendix 1

Children and Young People's Committee: Performance for 2013/14

For Nottinghamshire, the performance data available at the end of 2013/14 Quarter 4 (April-December) is reported. Where the performance reported for the 2013/14 financial year as a whole differs from the performance at Quarter 4, this is included in the report.

The most recent data for national average and children's services statistical neighbours is reported, where available. Please note, comparisons may be indicative only, as the reporting periods are not necessarily aligned. Where Nottinghamshire performance meets or exceeds national performance, this is highlighted by the emboldened boxes.

Key: (p) = provisional data; (+) = better than previous value; (-) = worse than previous value; (=) = same as previous value; (n/a) = not comparable to previous value

Priority	Indicator	Nottinghamshire						National Average	Statistical Neighbours
		Data updated since previous report?	2013/14 Annual Performance	Current Reporting Period	Current Value	Previous Reporting Period	Previous Value		
A: continue to improve our work to keep children and young people safe	Initial assessments for Children's Social Care carried out within timescales	Yes	76.2%	2013/14 Q4	88.4% (+)	2013/14 Q3	85.0%	75.5% (2012/13)	76.6% (2012/13)
	Core assessments for Children's Social Care carried out within timescales	Yes	84.8%	2013/14 Q4	87.3% (+)	2013/14 Q3	85.6%	76.7% (2012/13)	76.8% (2012/13)
	Percentage of child protection cases reviewed within timescale	Yes	97.4%	2013/14 Q4	97.4% (+)	2013/14 Q3	97.2%	96.2% (2012/13)	95.9% (2012/13)
	Re-referrals to Children's Social Care	Yes	26.5%	2013/14 Q4	28.9% (-)	2013/14 Q3	29.1%	24.9% (2012/13)	24.5% (2012/13)
	Children who are subject to a child protection plan for 2 years or more	Yes	0.4%	2013/14 Q4	3.4% (+)	2013/14 Q3	4.7%	5.2% (2012/13)	4.4% (2012/13)
	Children becoming the subject of a child protection plan on more than one occasion	Yes	16.6%	2013/14 Q4	23.5% (-)	2013/14 Q3	19.0%	14.9% (2012/13)	15.5% (2012/13)
	Percentage of children adopted who were placed with their adopters within 20 months (639 days) of becoming looked after	Yes	not yet available	2013/14 Q4	59% (-)	2013/14 Q2	63.7%	55% (2010-13)	53% (2010-13)
	Percentage of children adopted who were matched with their adopters within 7 months (213 days) of placement order	Yes	not yet available	2013/14 Q4	40% (+)	2013/14 Q2	33%	-	-
	Percentage of Children's Social Care quality audits assessed as adequate or better	Yes	not yet available	2013/14 Q4	82% (-)	2013/14 Q3	83%	-	-
	Looked after children with 3 or more placements in any one year	Yes	not yet available	2013/14 Q4	11.6% (-)	2013/14 Q3	9.7%	11.1% (2012/13)	11.3% (2012/13)
	Percentage of looked after children cases reviewed within timescale	Yes	not yet available	2013/14 Q4	96.0% (+)	2013/14 Q3	95.8%	-	-
	Percentage of care leavers in suitable accommodation	No	not yet available	2012/13 annual	87.0% ¹ (+)	2011/12 annual	82.7%	-	-

¹ This data relates to a small number of young people. Those regarded by the Department for Education as in unsuitable accommodation included unaccompanied asylum seekers, who left the country for a variety of reasons, and other young people who were in custody. All other Nottinghamshire young people leaving care were in accommodation regarded as suitable.

Priority	Indicator	Nottinghamshire						National Average	Statistical Neighbourhoods
		Data updated since previous report?	2013/14 Annual Performance	Current Reporting Period	Current Value	Previous Reporting Period	Previous Value		
B: Continue to improve how well children and young people achieve in schools and colleges	Pupils achieving Level 4 in reading, writing & mathematics at age 11	No	2012/13 academic		76.8% n/a	Assessment criteria changed for 2012/13		76.0% (2012/13)	75.5% (2012/13)
	Achievement of 5 or more A*-C grades at GCSE or equivalent (including English & maths)	No	2012/13 academic		63.4% (+)	2011/12 academic	60.6%	59.2% (2012/13)	60.1% (2012/13)
	Primary schools judged by Ofsted as having good or outstanding standards of behaviour	Yes	n/a	As at Dec 2013	91.6% (-)	As at Dec 2013	94.2%	94% (Dec 2013)	93.9% (Dec 2013)
	Secondary schools judged by Ofsted as having good/outstanding standards of behaviour	Yes	n/a	As at Dec 2013	89.2% (+)	As at Dec 2013	87.9%	86.5% (Dec 2013)	85.9% (Dec 2013)
	Number of primary schools in an Ofsted category	Yes	n/a	As at Dec 2013	7 (provisional) (+)	As at Jun 2013	9	-	-
	Number of secondary schools in an Ofsted category	Yes	n/a	As at Dec 2013	1 (provisional) (=)	As at Jun 2013	1	-	-
	Early years foundation stage attainment (Reaching a 'Good Level of Development' - at least expected in all early learning goals in all prime areas and in the specific areas of literacy and mathematics)	No	2012/13 academic		56.6% n/a	Assessment criteria changed for 2012/13		52.0% (2012/13)	55.8% (2012/13)
	Percentage of young people who have attained a full Level 3 qualification by 19	Yes	2012/13 academic		47.9% (-)	2011/12 academic	48.7%	57.3% (2012/13)	54.6% (2012/13)
	Participation in education, employment and training in academic years 12-14	Yes	n/a	2013/14 Q4	85.7% (-)	2013/14 Q3	89.3%	82.4% (13/14 Q4)	81.8% (13/14 Q4)
	Percentage of A level entries at A*-E grades	No	2012/13 academic		98.0% (+)	2011/12 academic	97.5%	98.7% (2012/13)	-
	Percentage of A level entries at A*-B grades	No	2012/13 academic		46.2% (+)	2011/12 academic	43.4%	53.3% (2012/13)	-
C Reduce the gap in educational achievement for all ages	Attainment gap at age 11 between pupils taking free school meals and the rest (<i>FSM during past six years</i>)	No	2012/13 academic		19.9% n/a	Assessment criteria changed for 2012/13		18.7% (2012/13)	-
	Attainment gap at age 16 between pupils taking free school meals and the rest (<i>FSM during past six years</i>)	No	2012/13 academic		31.5% (-)	2011/12 academic	30.7%	26.5% (2012/13)	-
	Rate of permanent exclusions from school	No	2012/13 academic		0.08% (provisional) (+)	2011/12 academic	0.09%	0.07% (2011/12)	0.07% (2011/12)
	Percentage of overall absence in primary, secondary and special schools	Yes	2012/13 academic		5.3% (-)	2011/12 academic	5.0%	5.2% (2012/13)	5.2% (2012/13)
	Percentage of young people who have not attained a Level 2 qualification in English & maths at age 16 who go on to attain Level 2 or higher in both by the end of the academic year in which they turn 19	Yes	2012/13 academic		13.6% (-)	2011/12 academic	16.00%	16.3% (2012/13)	15.9% (2012/13)
	Percentage of young people aged 16-18 years not in education, employment or training (NEET)	Yes	n/a	2013/14 Q4	2.9% (-)	2013/14 Q3	3.2%	5.3% (13/14 Q4)	5.5% (13/14 Q4)
	Percentage of young people aged 16-18 years EET destination not known	Yes	n/a	2013/14	6.9% (-)	2013/14	6.4%	6.9%	6.3% (13/14)

Priority	Indicator	Nottinghamshire						National Average	Statistical Neighbours
		Data updated since previous report?	2013/14 Annual Performance	Current Reporting Period	Current Value	Previous Reporting Period	Previous Value		
				Q4		Q3		(13/14 Q4)	Q4
	The number of families who have an Education, Health and Care Plan in place (prior to it becoming a statutory requirement)	Yes	n/a	2013/14 Q4	83 n/a	2013/14 Q3	53	-	-
D: Improve children and young people's health and wellbeing	Dependent children in households whose income is below 60% of the national median income	No	2011 annual		17.0% (+)	2010 annual	17.1%	20.1% (2011)	-
	Numbers exiting substance misuse treatment in a planned manner	Yes	n/a	2013/14 Q3	76% (+)	2013/14 Q2	74%	-	-
	Under 18 conception rate (per thousand females aged 15-17)	Yes	2012 annual		29.4 (+)	2011 annual	31.9	27.7 (2012)	28.3 (2012)
E: Continue to improve our early intervention services so that children, young people and families in the greatest need receive appropriate support	Percentage of children aged 0-4 living in low income areas registered with children's centres (snapshot)	Yes	n/a	2013/14 Q4	79% (-)	2013/14 Q3	78%	-	-
	Percentage of children aged 0-4 living in low income areas seen at children's centres (cumulative)	Yes	2013/14 annual and Q4		57% ² (=)	2012/13 annual/Q4	57%	-	-
	Percentage of two year olds taking up their free entitlement	Yes	n/a	2013/14 Q4	75% (-)	2013/14 Q3	76%	-	-
	First time entrants to the Youth Justice System aged 10-17 (per 100,000) (cumulative)	Yes	not yet available	2013/14 Q3	207 ² (+)	2013/14 Q2	292	-	-
	Numbers of children and young people engaged in positive activities delivered by the Young People's Service (cumulative)	Yes	2013/14 annual and Q4		33,260 ² (-)	2012/13 annual/Q4	38,500	-	-
	Percentage of children's centres achieving good or better in Ofsted inspections	Yes	2013/14 annual / cumulative		65% (-)	2012/13	80%	-	-
	Breastfeeding prevalence at 6-8 weeks, incl. mixed feeding methods (Nottinghamshire NHS)	No	not yet available	2013/14 Q2	41.4% (+)	2013/14 Q1	39.7%	47.2% (2012/13)	42.3% (2012/13)
	Breastfeeding prevalence at 6-8 weeks, incl. mixed feeding methods (Bassetlaw NHS)	No	not yet available	2013/14 Q2	32.80% (+)	2013/14 Q1	32.0%	47.2% (2012/13)	42.3% (2012/13)

² Data for this indicator is cumulative and therefore performance is compared with performance for the equivalent quarter in 2012/13

19 May 2014

Agenda Item: 7

REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE

NOTTINGHAMSHIRE LOOKED AFTER CHILDREN PLACEMENTS COMMISSIONING PLAN AND BLOCK PURCHASE OF RESIDENTIAL PLACEMENTS

Purpose of the Report

1. To seek approval of the Nottinghamshire Looked After Children Placements Commissioning Plan.
2. To seek agreement to progress a Block Purchase of 25 externally commissioned Residential Placements for Looked After Children to reduce cost and improve quality.

Information and Advice

3. Nottinghamshire County Council's Children's Social Care Placements Team has produced a proposed Placements Commissioning Plan, attached as **Appendix 1**, for the financial year 2014-15, which addresses the need to reduce costs and improve the quality of children's placements.
4. The Plan contains the Local Authority's analysis of the numbers of Looked After Children and the consequent associated costs of providing accommodation.
5. The Plan proposes to increase the Local Authority's use of internal Foster Carers; it also proposes a review of Commissioning arrangements for young people aged between 16 and 18 years and a review of the arrangements to purchase Residential Placements.
6. A proposal to undertake a Block Purchase of Residential Placements for Looked After Children is attached as **Appendix 2** which aims to ensure that the majority of Looked After Children and Young People are placed within Nottinghamshire. A block purchase of residential care placements will also reduce cost to the local authority.

Other Options Considered

7. Continued use of existing Residential Placement Procurement Framework - this has not led to any increased provision in Nottinghamshire and placement costs continue to rise.

Reason/s for Recommendation/s

8. To increase the numbers of Looked After Children with complex needs placed within Nottinghamshire, primarily within internal foster care but also where appropriate in residential provision; to reduce overall placement costs; and to improve outcomes for Looked After Children.

Statutory and Policy Implications

9. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, 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.

Safeguarding of Children and Vulnerable Adults Implications

10. 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

11. 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 will be actively involved in the tendering process.

Financial Implications

12. The proposal to block purchase 25 beds is still being developed in consultation with external providers and as such any potential savings have not yet been quantified. Any identified savings will contribute to the target of £6.59m set out in the LAC Placements Outline Business Case as part of the Council wide savings.

RECOMMENDATION/S

That:

- 1) the Nottinghamshire Looked After Children Placements Commissioning Plan be approved.
- 2) the proposal to Block Purchase 25 additional Residential Placements for Looked After Children be approved.

Steve Edwards
Service Director, Children's Social Care

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Constitutional Comments (LM 07/05/14)

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

Financial Comments (KLA 07/05/14)

14. The financial implications of the report are set out in paragraph 12 above.

Background Papers and Published Documents

Fostering Service Current Position Statement – June 2013
Residential Care Current Position Statement – December 2013
Nottinghamshire Pledge to Looked After Children

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.

C0416

Nottinghamshire Looked After Children Placement Commissioning Plan

1. Understanding Need

Sufficiency Statement

A 'Sufficiency Duty' is made of Local Authorities under the Children's Act 1989 (Section 22G). The Sufficiency Duty requires local authorities to improve outcomes for looked after children by requiring local authorities to take steps that secure sufficient accommodation to meet the needs of children in their care.

The number of children entering the care system has steadily increased since 2008. During 2013-14 the numbers appear to have stabilised peaking at 909 in July 2013 and reducing to 885 in December 2013. The number of children in care proportionate to the population of 0-17 year olds remains lower than both the national average and Nottinghamshire's statistical neighbours. If it came in line with the national average, there would need to be a 12% increase to 973 LAC. However if it came in line with Nottinghamshire's three nearest statistical neighbours (Staffordshire, Lancashire and Derbyshire) it would reduce slightly to 862.

Age profiling demonstrates that Nottinghamshire has a higher number of children aged 16 or over in local authority care and a lower number of children aged 6-9 years in care than other local authorities (against whom we are bench-marked).

Understanding Costs

Nottinghamshire in common with other local authorities is responding to the Local Government Budget reductions and is attempting to combine efficiencies in service with improved outcomes for Looked After Children.

Recent work between Nottinghamshire's Children's Social Care Service and its Transformation Team has focussed on understanding the relationship between cost, quality and outcomes in Children's Placements (see Appendix 1 *Fostering Positions Statement* and Appendix 2 *Residential Position Statement*). These documents demonstrate that internal fostering placements represent the best value for money, and lowest costs (average £465 per child, per week as at December 2012.); External Fostering costs are on average £829 per child per week. Internal residential placements cost on average £3,952 per week, while external Residential Care costs on average £2,711 per week. There is also increased demand for semi-independent Placements for 16-18 year olds which have lower average costs and offer a better opportunity for young people to prepare for adult life.

Strategic Priorities for Nottinghamshire

An understanding of costs and numbers suggests the following priorities:

1. **Increase the number of internal fostering placements** including Salaried Carers Scheme for complex young people ('Fostering Futures'); Carer's Scheme for older looked after children (11+ Fostering) and prioritising recruitment of internal carers generally.
2. **Increase capacity where appropriate and safe to do so within internal children's residential homes**, to lower overall delivery costs, develop good practice and place most complex young people within our own managed services.

3. **Increase the provision and improve the quality of semi-independent placements for 16-18 year olds** to create a robust exit strategy from residential care and increase the life skills and resilience of looked after young people before they live independently.
4. **Block Purchase the majority of 'mainstream' Residential Beds** to increase placement choice within Nottinghamshire, lower individual bed costs and create hubs of good practice in Children's Residential Care.

Over the next 3 years the following numbers of placements are projected to be required:

	External Residential	Internal Fostering	External Fostering	Semi-independent Living	Internal Residential	Placed for adoption	Placed with parents
13-14 (as at Dec 13)	78	416	256	28	16	75	6
14-15 (as at Mar 15)	70	436	226	35	24	78	2
15-16 As at Mar 16)	63	483.	206	36.	24	77	6
16-17 (as at Mar 17)	45	512	180	46	24	85	6

The table above outlines the projected number of placements needed as at the end of March each year in order for the Placement Commissioning and Internal Residential budgets to not overspend. They assume a growth of 2 LAC per month until there are 898 children in care.

2. Principles and Values Statement

- That the decision about where a child is best placed is made according to the assessed needs of the child or young person.
- That all Placements commit to the principles and values enshrined in the Nottinghamshire Pledge to Looked after Children (see appendix 3).
- That the majority of Placements will be within Nottinghamshire to ensure that young people retain links to their communities and receive best possible care. Children will only be placed out of county where this is in accordance with their assessed needs.
- That the Children in Care Council ('No Labels') are routinely consulted and involved in the commissioning and monitoring of Placements.
- That all placements are of a high standard, aiming for 'Outstanding' inspection criteria and offer a differentiated service according to the identified social, emotional and cultural needs of children, young people and their families.
- That work with Providers should be collaborative, with shared best practice, shared training and agreement of common values and outcomes.
- That young people should receive high quality preparation for adulthood.

- As recommended by Central Government Enquiry, Nottinghamshire seeks to weight quality and financial value as 60% Quality: 40% Value for Money.

3. Outcomes Measures

- Introduction of a standardised **Outcomes Tool**: To be introduced in Residential Care (internal and external from 1st April 2014). This will measure progress made by individual young people and enable comparisons of placement quality. This measure will be extended to internal and external fostering from April 2015.
- **Placement Stability**: This is measured quarterly and reviewed annually.
- **Geographical location of Placements**: Successful implementation of this Commissioning Plan should see an increased number of young people placed in Nottinghamshire.
- **Budget Performance**: The Placements budget is monitored on a monthly basis and successful implementation of the plan should result in a balanced budget i.e. improvement savings will be realised.

4. Proposed development activity for 2014

- **Block Purchase of Residential Beds**: Aims to reduce unit costs of external residential provision and increase numbers of Placements in Nottinghamshire. Proposed completion date: August 2014.
- **Creation of Block Purchase Contract for semi-independent placements for 16-18 Year Olds**: Aims to improve quality of provision for young adults; create an exit strategy from high cost residential placements, improve outcomes and pathways into adulthood. Proposed completion date: Autumn 2014.
- **Use of a care fund calculator**: To negotiate costs of some spot-purchased residential care placements with providers. Proposed completed date: March 2015.
- **Feasibility study of use of Crisis or Emergency Residential Provision**: Cost and outcomes analysis of use of Emergency beds to inform future Commissioning Plan, to be completed by March 2015.
- **11+ Fostering**: To recruit additional internal carers specifically for older looked after children. Proposed completion date: December 2014.
- **Adaptations to internal homes**: Where safe to do so, increase number of beds in internal homes to reduce unit costs. Proposed completion date: December 2014.

5. Review Dates

- October 2014: Budget Review
- January 2015: Review of Sufficiency Statement and Targets
- March 2015: Assimilation of Outcomes Documents for Reporting Purposes
- March 2015: Review of data regarding Placement breakdowns
- April 2015: Placements Commissioning Plan for 2015 published.

BUSINESS CASE: BLOCK PURCHASE OF RESIDENTIAL CARE BEDS FOR LOOKED AFTER CHILDREN WITH SOCIAL, EMOTIONAL & BEHAVIOURAL DIFFICULTIES

1 PROBLEM OR OPPORTUNITY

1.1 SUMMARY

This business case seeks agreement for Nottinghamshire County Council to block purchase 25 residential care beds for children assessed as having a social, emotional & behavioural difficulty (SEBD) and meeting the threshold for residential care.

Analysis has confirmed that Nottinghamshire, in line with all other local authorities across the country, will always need to place a small cohort of looked after children in this type of provision.

Trend analysis to March 2017 has confirmed that, assuming a looked after population of 898, 25 SEBD residential care beds will be needed. This also assumes that Nottinghamshire will place 8% of its' looked after children in residential care. At present it places 11.5%. This is in line with Nottinghamshire's Placements Commissioning Plan.

As a result of the block purchase it is anticipated that Nottinghamshire County Council may achieve:

- A minimum of 10% reduction in weekly unit costs
- An increase in the number of residential care placements that are in-county and close to the communities from which children enter care
- Reduction in staff travel time and travel expenses
- Improved placement stability
- Models of best practice through joint training & greater collaboration between internal and external residential care homes

1.2 Current Position

Looked after children trends

Nottinghamshire has historically had a low number of children in care. However since 2008 the rate of LAC increased faster than anywhere else in the country. Despite this rapid increase Nottinghamshire continues to have less children in care than its statistical neighbours or the national average.

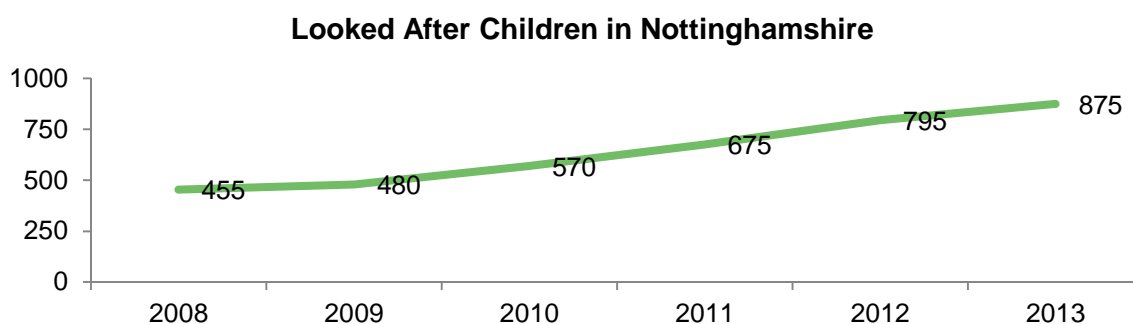


Figure 1: Number of looked after children

Out of County Placement Costs:

Residential beds are higher in cost than alternative placements. Additional costs are incurred by the local authority commissioning additional education support for young people who are excluded or unable to attend other Local Authority Schools and additional Emotional Health and Wellbeing services as CAMHS services often have different priorities and waiting lists in other local authorities. In addition to placement costs additional costs in staff time and travel are incurred as Social Workers and other Professionals (including Independent Reviewing Officers, Commissioning Officers and Team Managers visit out of County Placements).

Out of county Residential placements by distance

Current analysis indicates that there has been a downward trend over the last 11 months

Nottinghamshire	May 2013	March 2014	Variance	%
LAC	896	828	-68	-7.5%
Residential	95	61	-34	-35%
Residential Outside County	48	38	-10	-21%

Source: CSC Placements Team

Area	No. of Children Placed September 2013	No. of Children Placed March 2014
Barnsley	1	1
Cambridgeshire	1	0
Cumbria	2	2
Derby City	1	1
Derbyshire	10	8
Doncaster	1	0
East Yorkshire	1	0
Leicestershire	2	1

Lincolnshire	4	5
Northamptonshire	5	0
Nottingham	10	8
Rutland	0	2
Sheffield	1	1
Shrewsbury	0	1
Shropshire	1	0
Staffordshire	6	7
Tameside	1	0
Warwickshire	1	0
Total	48	38

Source: CSC Placements Team

Placement stability

Analysis of placement stability in residential care placements has identified that of the 315 moves that took place from March 2013 to February 2014, (141) 44.7% were due to a placement breakdown. It also suggested that 43% of children and young people in residential placements at that point entered that placement immediately on entry into care.

2 BENEFITS TO THE ORGANISATION

2:1 Reduction in Overall Spend

There is an opportunity to drive through cost efficiencies by commissioning more local provision.

It is not possible to predict the efficiencies in Nottinghamshire at this stage, but it is expected that reducing uncertainty and spot purchasing will allow Residential Providers to reduce their prices as they take less commercial risk. There will be a series of meetings held with Providers to agree and understand the relationships between risks, costs and price to help develop a model which is robust and attractive to the market.

There is an opportunity to stimulate the market within the county, moreover there are additional cost savings to be made by placing the majority of Looked After Children in Residential Care in County, these include education and mental health needs which can be better met by County Council Services (rather than expensive externally commissioned packages of support.) There will be reduced costs in staff travel times (Social Workers, Team Manager and Independent Reviewing Officers.)

Any existing or future spot-purchase beds from the preferred provider/s will come in line with the agreed unit costs within the block contract.

2:2 Improved Quality: Placement stability and developing Best Practice

Shropshire Council was consulted with at an early stage as they have already implemented a similar arrangement. Their experience indicates a significant improvement in the stability of placements through the use of a 'no disruptions' clause in the contract, although a key element of the success of this would be robustly enforced contract management, supported by senior management in both the provider's organisation and NCC.

As part of NCC's offer to providers there would be opportunity to share models of best practice between internal & external homes. All Residential Units homes within Nottinghamshire can share training across the block thus building a resilient Children's Workforce which will benefit all Nottinghamshire LAC placed in Residential Care.

The "No Labels" Children in Care Council will be actively involved in the tendering process and undertake monitoring visits which will both assure quality and increase young people's participation in planning and assessing their Care needs.

Evidence from Best Practice suggested that young people achieve better outcomes when placed near to home and within organisations which already know and understand their needs.

2:3 Initial Risks

1. Opposition to opening new Children's Homes within the County, from Residents and Politicians.
2. Inability to agree reduced costs/ prices with Market Providers.
3. Inability to implement other parts of the Commissioning Plan (e.g. growth in Fostering for complex teenagers which will impact on demands for Residential Care and potentially affect costs and delivery).

1.4 Indicative timeline

- Business case Agreed: May 2014
- Market Consultation Events: April- May 2014
- Contract specification agreed and tender process begins: July 2014
- Preferred providers agreed: September 2014
- Provider meetings arranged: October 2014
- Internal communications agreed and issued: October 2014
- Block purchasing begins: January 2015

19 May 2014

Agenda Item: 8

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

**EXCEPTIONAL PAYMENTS FOR SCHOOL CLOTHING AND FOOTWEAR
2014/2015**

Purpose of the Report

1. This report seeks approval to continue to adopt an agreed scale of payments for school clothing and footwear allowances paid under the category of exceptional circumstances, subject to discretion.

Information and advice

2. School clothing allowances are discretionary and any allowance scheme must be funded by the County Council. Discretionary school clothing allowance has not been available since 2010/2011 for families living in Nottinghamshire. However, the County Council retains discretion to consider requests from families for support with clothing and footwear under exceptional circumstances. Discretionary payments of £379.16 were made during the 2013/2014 financial year.
3. In order not to fetter its discretion, the County Council must consider, under Section 510 of the Education Act 1996 and Section 2 of the Local Government Act 2002, requests for assistance from families in exceptional circumstances. This applies to all school age children and to families living outside the County if their children attend County schools.
4. Exceptional circumstances are defined as "families who have experienced and can demonstrate severe hardship which has resulted in the family being unable to afford the cost of school uniform and where this affects the ability of the children attending school". Included in this category would be families who have lost clothes in a fire, a flood, theft, have been made homeless or are fleeing domestic violence.
5. In order to ensure that there is consistency and fairness in the amounts paid out under the category of exceptional circumstances, it is proposed to continue to adopt, as a guide only, a scale of payments up to a maximum allowance of £50 per qualifying pupil:
 - 25% of the full allowance to infant school children
 - 50% of the full allowance to junior school and Year 11 children
 - 75% of the full allowance to other secondary school children.
6. This is a guide only, as the County Council must consider the circumstances of individual cases in order not to fetter its discretion.

Other options considered

7. No other options have been considered.

Reason/s for recommendation/s

8. In line with the County Council's financial regulations, school clothing and footwear allowances are reviewed annually and as explained in this report it is proposed to continue to provide a fair and consistent approach for determining the amount of allowances paid under the exceptional circumstances category.

Statutory and Policy Implications

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

Public Sector Equality Duty Implications

10. The provision of clothing and footwear allowances remains an important element of the County Council's overall programme to overcome social and educational disadvantage and the County Council will continue to consider requests for provision of clothing assistance support for pupils from financially disadvantaged backgrounds in exceptional cases.

RECOMMENDATION/S

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

John Slater
Service Director, Education Standards and Inclusion

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Constitutional Comments (LM 16/04/14)

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

Financial Comments (KLA 15/04/14)

13. As the recommendation is to continue with existing arrangements, there are no financial implications arising directly from this report.

Background Papers and Published Documents

www.nottinghamshire.gov.uk/atoz/s/school-clothing-grants/

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.

C0414

19 May 2014

Agenda Item: 9

REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE**NOTTINGHAMSHIRE CHILDREN'S TRUST PARTICIPATION STRATEGY
2014 - 2016****Purpose of the Report**

1. To inform the Committee of the updated Nottinghamshire Children's Trust Participation Strategy for 2014 – 2016.

Information and Advice

2. Nottinghamshire Children's Trust has demonstrated its commitment to the participation of children and young people in the development of services, since the first Participation Strategy was implemented in 2006. A revised strategy was approved in 2009, and the strategy attached as **Appendix 1**, approved by the Nottinghamshire Children's Trust Board on 10 January 2014, represents a further updated strategy for 2014-2016.
3. The right of children and young people to participate is enshrined in the United Nation Convention on the Rights of the Child, and there is a strong expectation in regulatory frameworks such as Ofsted inspection frameworks, that local authorities and their partners evidence the effective involvement of children and young people both in individual decisions which affect their lives and in wider service design.
4. The key change to this refreshed strategy from the previous iteration is in the inclusion of families within the scope of the strategy, in recognition of the important role that parents and carers can play in shaping services.
5. The strategy identifies a number of areas for development in improving the participation of children, young people and families, as well as highlighting areas of good practice across the partnership.
6. The areas for development are as follows:
 - To embed our strategic commitment to the participation of children and young people in the Nottinghamshire Children, Young People and Families Plan.
 - To build on our current strengths of consultation and evaluation of services to create regular opportunities for children, young people and their families to participate in designing services.

- To ensure we have a workforce which regularly creates environments for children, young people and their families to be offered the opportunity to participate.

7. It is proposed that progress against the areas for development identified the strategy will be reviewed by the Participation and Positive Activities Group on behalf of the Children's Trust Board and that six monthly updates will be provided to the Board.

Other Options Considered

8. The report is for noting only.

Reason/s for Recommendation/s

9. This strategy will enhance the participation of children, young people and their families in the design and monitoring of services provided for their benefit.

Statutory and Policy Implications

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

RECOMMENDATION/S

1) That the updated Nottinghamshire Children's Trust Participation Strategy 2014 – 2016 be noted.

Derek Higton
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Constitutional Comments

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

Financial Comments (KLA 25/04/14)

12. There are no financial implications arising directly from the report.

Background Papers and Published Documents

None.

Electoral Division(s) and Member(s) Affected

All.

C0421

Nottinghamshire Children, Young People and Families Participation Strategy



2014 – 2016



Contents

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2. Our Vision
3. What we mean by participation
4. Why we promote participation
5. Hart's ladder of participation
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7. Our strategic commitment to the participation of children, young people and their families
8. Nottinghamshire principles for participation
9. Opportunities for children, young people and their families to participate
10. Participation Structure
11. How we know participation is making a difference for children, young people and their families
12. Areas for development
13. The role of the Children and Young People's Participation and Positive Activity Group
14. Examples of good practice
15. Appendix 1 – Membership of the Children and Young People's Participation and Positive Activity Group

1. Introduction

This document sets out a revised participation strategy, which is intended for everyone working with children and young people aged 0 to 19 years of age (up to 25 if they have a disability or are included in the Looked After cohort) and their families in Nottinghamshire. This includes people working directly with children and young people and those who commission or manage staff, services or organisations that support children and young people. The strategy is also for organisations and partnerships whose work impacts on children and young people, for example public health, housing services and transport services.

The strategy is primarily focused on the participation of children and young people, promoting a rights-based approach linked to the United Nations Convention on the Rights of the Child. We also recognise that in many instances the involvement of parents and carers in participation activity is appropriate for service improvement.

The strategy intends to:

- set out our vision for participation
- clarify what participation involves, and how consultation is used to support this
- outline the legislative framework and benefits of participation
- identify good practice to date
- outline areas for further development and steps to achieve them.

2. Our Vision

In Nottinghamshire, all children, young people and families will have the opportunity to participate in decisions which affect their lives. They will have access to services which they need and the opportunity to shape how these services are planned and delivered.

3. What we mean by participation

In Nottinghamshire, we are committed to promoting the active participation of children and young people and their families wherever possible, although we recognise that the extent to which children and young people participate will depend on the situation.

There is sometimes a lack of clarity about what we mean when we talk about participation and it is often confused with consultation.

Consultation is the process by which children, young people and their families are asked their opinions. This includes asking their opinions on various suggested options, or retrospective satisfaction surveys and evaluation exercises. Consultation may support participation but does not replace it.

Participation is the process by which individuals can proactively influence decision-making and bring about change. This may mean individuals influencing decisions about their own lives, for example children who are supported by social care and health influencing their care plans, or it could mean young people influencing the development and implementation of service delivery. There are many examples of participation - the following is not an exhaustive list:

- Recruiting and selecting staff
- Peer mentoring
- Deciding how money should be spent
- Planning, running and evaluating events
- Being on forums or councils that lead to change
- Lobbying elected members
- Making positive changes in the local area
- Involvement in commissioning services (identifying needs, drawing up service specifications, assessing tenders, inspecting services).

Hart's Ladder of Participation (overleaf) is a useful way of deciding how actively children and young people are being involved.

4. Why we promote participation

According to the legislative context, children and young people have the right to be involved in the decisions which affect them as individuals. We also believe that families should also have the option to be involved.

Local authorities must take steps to ascertain the views of young people and to take them into account in making decisions about services and activities for them, in line with Article 12 of the United Nations Convention on the Rights of the Child (UNCRC). They should establish and maintain structured arrangements for doing so. To inform continuous improvement, these arrangements should enable young people to inspect and report at least annually on the quality and accessibility of provision. As appropriate they should also be involved actively in service design, delivery and governance. Young people should receive the support they need to participate, ensuring representation of the full diversity of local young people, and those who may not otherwise have a voice.

Children and young people have the ideas, set up the project and invite adults to join with them in making decisions.

Children and young people have the initial idea and decide how the project is carried out. Adults are available but do not take charge.

Adults have the initial idea but children and young people are involved in every step of the planning and implementation. Not only are their views considered, but they are also involved in taking the decisions.

The project is designed and run by adults but children and young people are consulted. They have a full understanding of the process and their opinions are taken seriously.

Adults decided on the project and children and young people volunteer for it. Adults respect their views.

Children and young people are asked to say what they think about an issue but have little or no choice about the way they express those views or the scope of the ideas they can express.

Children and young people take part in an event (e.g. by singing, dancing or wearing T-shirts with logos on) but they don't really understand the issue.

Children and young people do or say what adults suggest they do but have no real understanding of the issues, or are asked what they think. Adults use some of their ideas but do not tell them what influence they have had on the final decision.

8

Children & young people Initiated shared decisions with adults

7

Children & young people are direct

6

Adults initiated shared decisions with children and young people

5

Consulted but informed

4

Assigned but informed

3

Tokenism

2

Decoration

1

Manipulation

This should include the planning, delivery and evaluation of services that they access, for example health services, libraries, early years, play and youth settings, as stipulated in the Statutory Guidance for Local Authorities on Services and Activities to Improve Young People's Well-being (Department for Education, June 2012). This statutory guidance is issued by the Secretary of State for Education under Section 507B of the Education and Inspections Act 2006. It relates to local authorities' duty to secure services and activities for young people aged 13 to 19, and those with learning difficulties to age 24, to improve their well-being, as defined in Subsection 13.

6. The benefits of participation

Our ambition to enable all children and young people and their families to have the opportunity to participate in decisions which affect their lives is also driven by the belief that the process of participation brings about many benefits and improves outcomes.

For children and young people, through:

- skill development, aspiration-raising and confidence-building
- raising their awareness and knowledge about services and how organisations work
- promoting active citizenship
- enabling them to make a positive contribution.

For their families, through:

- consultation on decision-making
- promoting the exchange of information
- shared clarity of purpose and outcomes of services.

For the community, through:

- building a shared understanding
- a sense of belonging across generations
- a more vibrant local democracy
- developing a positive image of children and young people as citizens.

For service providers, through:

- services meeting actual rather than assumed needs and thus leading to better value for money
- children and young people bringing a fresh perspective and new ideas about services
- feedback from children and young people leading to improved services

7. Our strategic commitment to the participation of children, young people and their families

Nottinghamshire Children’s Trust (the Trust) and its member organisations are committed to promoting the participation of children and young people by continuing to endorse the participation of children, young people and their families. The Trust has endorsed the ‘ground rules’ charter, developed by children and young people, which sets out the commitment of organisations to the children and young people they work with.

8. Nottinghamshire principles for participation

In Nottinghamshire, our approach to participation is guided by the following principles:

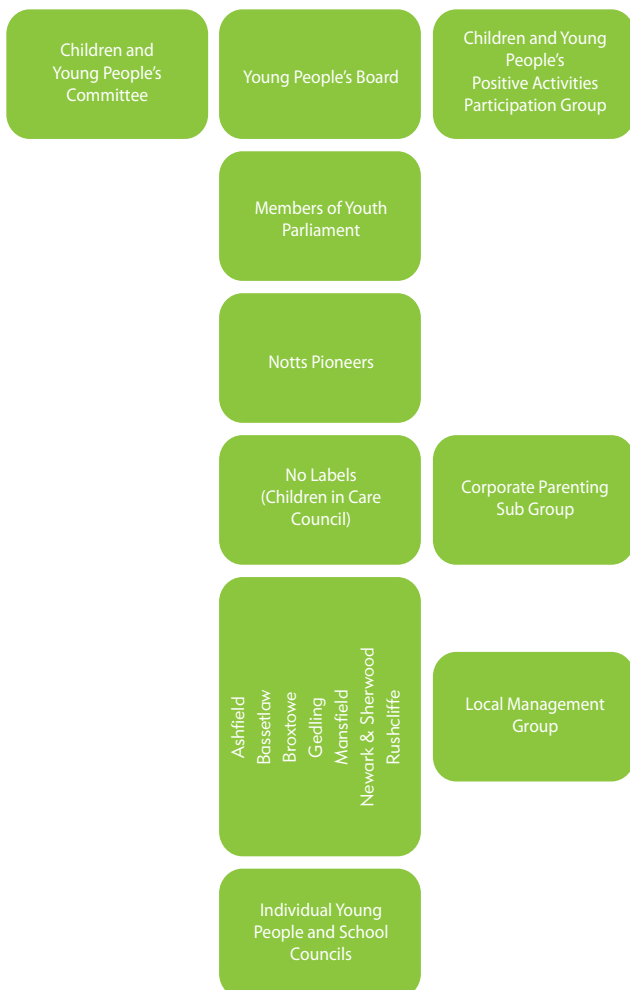
1. The National Youth Agency’s ‘Hear by Right’ document ensures that all children and young people along with their families should have an equal opportunity to participate, should they choose to, so we will work to support those who face the greatest barriers.
2. Children and young people should have the opportunity to participate in an age appropriate way.
3. Participation needs to lead to positive outcomes which are agreed with and communicated to children, young people and their families.
4. All organisations working with children and young people should work together to support and promote participation.
5. We value all children and young people and will promote their successes.
6. Organisations should seek to actively involve children, young people and their families, rather than simply consult.



9. Opportunities for children, young people and their families to participate

The Trust currently adopts a wide range of approaches to enable the participation of children, young people and their families. This includes formal structures such as forums, councils and boards that link into adult decision making structures (overleaf) and more informal approaches. Young people have been involved in needs analysis (being consulted on the Children, Young People’s and Families Plan), procuring services (contributing to service specifications and assessing tenders and bidders) and quality assurance work (inspecting services).

10. Participation Structure (ages 10-19 or to 25 with a disability)



11. How we know participation is making a difference for children, young people and their families

- Participation by looked after children in their reviews is very good.
- No Labels (Children in Care Council) has enabled children and young people to improve services they receive.
- Participation opportunities for children and young people with learning difficulties and/or disabilities are encouraging.
- Participation by children and young people in child & adolescent mental health service design is positive.
- Strong emphasis is given to active participation by children, young people and their families in shaping the design and delivery of services.
- The Young People’s Board and Nottinghamshire’s members of the National Youth Parliament have been effective.
- A number of case studies outlining good practice across the Trust in involving children and young people can be found overleaf.

12. Areas for development

We have used the ‘Hear by Right’ framework to assess where we are now and what we need to do to fully achieve our vision for participation. We have identified three key areas for development:

1. We will embed our strategic commitment to the participation of children and young people in the Nottinghamshire Children, Young People and Families Plan.
2. We will build on our current strengths of consultation and evaluation of services to create regular opportunities for children, young people and their families to participate in designing services.
3. We will ensure we have a workforce which regularly creates environments for children, young people and their families to be offered the opportunity to participate.

Next Steps

To reinforce our strategic commitment to the participation of children, young people and their families, it is recommended that:

- the Trust identifies a champion to promote the Participation Strategy in the work of the Board;
- where an organisation has commissioning responsibilities, they are responsible for ensuring that contracted organisations evidence the participation of children, young people and their families, and for ensuring that participation is built into the commissioning process;
- we focus on improving the involvement of children, young people and their families in service redesign rather than evaluation of the service they receive;
- young people engaged in formal participation structures continue to be offered appropriate training to enable them to make change happen;
- that the Participation & Positive Activity Group has an overview, where appropriate, of policies to cover consent, safety, access, transport, compliments, complaints, incentives and rewards;
- relevant job descriptions and person specifications include a commitment to the participation of children and young people and the skills to enable this to happen; and
- children, young people and families continue to be meaningfully involved in the recruitment, selection and induction of key staff.

13. The role of the Children and Young People's Participation and Positive Activity Group

This strategy is governed by Children and Young People's Participation and Positive Activity Group on behalf of the Trust, with the active involvement of the Young People's Board. Its membership (see Appendix 1) includes staff working in Nottinghamshire County Council's Children, Families and Cultural Services Department, Community Safety, Health and the Nottinghamshire Voluntary Sector Youth Partnership.

The Group is responsible for overseeing the implementation of the strategy. This includes:

- providing the strategic direction for the development of participation
- monitoring the impact of the Participation Strategy, identifying any potential support needs and developing solutions to these needs
- providing advice and guidance to colleagues developing participative practice
- promoting opportunities for children, young people and their families to participate that are safe, sound and effective. The Participation Strategy Group has an overview, where appropriate, for policies to cover consent, safeguarding, safety, access, transport, compliments, complaints, incentives and rewards
- a regular audit of participation, linked into existing performance monitoring arrangements. This enables the Trust to celebrate change resulting from children and young people's participation and identify learning and support needs.

14. Examples of good practice

Young people-friendly health services

Young people who are employed as Young Inspectors will be trained to also assess how young people-friendly health services are. They will be tasked to make assessments by contacting services using a range of methods including face to face, telephone and email. They will assess services such as contraception and sexual health services, child and adolescent mental health services, General Practitioners and pharmacists. (Children and Young People's Team, Public Health).

Participation in service review

The Leaving Care Service was reviewed between January and March 2013 to ensure that it continued to meet the needs of Nottinghamshire's Looked After Children and Care Leaver population in light of the newly formed Throughcare Service. The review had a clear focus on care leavers' participation and a major theme emerged from this participation around changing social workers and lack of pathway planning. These issues were given a high profile within the review resulting in a new structure which encompasses a 15+ hub which allows the same social worker to remain involved until a young person leaves care with a clear focus in pathway planning. (Leaving Care Team, Children's Social Care).

Nottinghamshire Safeguarding Children Board – Road Safety

One of the responsibilities of the Nottinghamshire Safeguarding Children Board (NSCB) is to review the deaths of all children who are normally resident in the county to identify ways to prevent future deaths. Following the review of a number of road fatalities involving teenagers a proposal was put forward to create a short film on road safety. The project, which is designed to complement existing educational work by the NCC Road Safety Team, was agreed by the Board and is currently underway. Ideas for the content of the film have been generated by facilitating sessions at seven youth groups across the county and students from West Notts College are now developing those ideas into a short film. The guiding principle behind the project has been to provide young people with information about road safety risks and support the development by them of an effective way to communicate road safety awareness with their peers. (NSCB Team).

Virtual School

The personnel education plan documentation was recognised as being very out of date. This document is a statutory planning tool for looked after children's education. The virtual school took on responsibility to update this document to ensure that children and young people felt they could contribute to this process and the information gained from the meeting is appropriate and helpful in ensuring looked after children get the most out of their educational opportunities.

Through the children in care council and working parties of primary and secondary aged looked after children the young people's section of the PEP was considered. The young people asked that their sections in the PEP were put into booklet form instead of being included in the large planning document and these booklets had the same artwork as the Listen to Me Booklet for their looked after review. In the future a signs and symbols version will also be produced for those looked after children with additional needs.

This has been actioned and design and print are in the process of producing the booklets for final review and agreement with the children in care council. (Nottinghamshire Virtual School for Looked After Children).

Children's centres

Children's centres in Ashfield have used a publicly accessible website to obtain feedback that has directly improved delivery in the following areas:

- volunteer training and courses in the evenings
- sessions that link into baby clinics, engaging families who access this service at the Children's centres
- domestic violence drop-in session are now delivered at alternate Children's centres to accommodate those families with transport issues.

Children's centres have also recently extended their age remit to 5-12 years and are increasing their range of participation methods to include this age group. One recent example that has led to the creation of new local services includes a group of children and young people who have been supported by children centre staff to take over some unused changing rooms, the only local community accessible site, in order to hold their own activities such as putting on a show for the local community. (Early Years and Early Intervention Service, Youth, Families and Culture).

"I Pledge to Keep on Track"

A countywide youth participation programme has been delivered to over 3,000 pupils from years 5 and 6. It involves interactive visits to the Galleries of Justice, including opportunities to participate in role plays and mock trials. The programme encourages participating schools to enter a competition to consult on, develop and deliver a community pledge to improve an aspect of their local community. Previous initiatives have included addressing motor-cycle nuisance outside the school, anti-graffiti projects and e-safety training for parents and carers. Following consultation with pupils and teachers, the programme has also developed a set of safety books which are made available to all participating schools and have been adopted by a number of other targeted settings. (Community Safety Team, Policy, Planning & Corporate Services).

Services for looked after children

Varied participation programmes have improved the service offered to children and young people who are accommodated and their families. A better understanding of how parents and families feel about their child being accommodated; the difficulties of ringing the home; coming down the drive, leaving their child; having to leave them all over again after the first visit; and having pre-conceived ideas about children's homes – have all directly led to a brochure being produced to share with family and friends. Young people are now also involved in setting sanctions and, through consultation and choices, there is a reduction in incidents. (Access to Resources, Children's Social Care).

Independent Chairing Service

Young people are routinely involved in interviewing people applying to be independent chairs and their views are taken seriously when assessing candidates. We have never been in a position of appointing a chair against the advice of the young person on the panel. Independent Reviewing Officers are encouraging more and more young people to have the confidence to chair their looked after child review where appropriate, and to be routinely involved in decisions regarding who to invite to the LAC review and where the review is held. If a child does not wish to attend a looked after child review, then the chair makes every effort to seek their views prior to the meeting by seeing them or speaking to them on the telephone.

We are also committed to ensuring that views of children and young people are heard at Initial Child Protection Conferences, and this is embedded in the chairs' agendas. At review child protection conferences the chairs have the benefit of a leaflet designed to be child friendly and assist the child to give their views. This is My Protection Plan, and the child is assisted to complete this by their social worker. (Independent Chairing Service, Children's Social Care).

Youth work with looked after young people

Looked after young people from across the county have worked with youth workers through a range of participation days to identify ten promises which they agreed were most important to support their life in care. These feature in The Pledge, which is used by all staff engaged with looked after children and young people. Looked after children and young people also have a voice about their life in care through the work of the Children in Care Council (CICC). The CICC listens to what children and young people are saying and these views are taken forward and acted upon. Representatives from the CICC Board sit on the Young People's Board to ensure the views and needs of the Looked After cohort contribute to improving services for all of Nottinghamshire's children and young people. (Young People's Looked After Youth Work Team, Young People's Service).

The One Project

Through parent participation, the One Project has had conversations with families and young people to design, develop and improve services for 0-25 year olds with special educational needs and/or disabilities. This has led to an increased understanding of their needs in relation to where they go for information on the support available across education. Improvements are now being made to this area of service provision. (SEND Policy and Provision, Education, Standards and Inclusion).

Supporting Families Project

Participation of 'troubled families' who are or have been supported by the Supporting Families team includes adult family members as well as children and young people. Outcomes from this process are increased service user satisfaction, service users becoming more active citizens and service users who feel empowered, have improved confidence levels and report raised aspirations. (Nottinghamshire Supporting Families Project, Targeted Support and Youth Justice).

Residential care

Through participation, children and young people are now involved in the following improvements to the service they receive: recruitment of staff, decoration and refurbishment of the home, menu planning and developing welcome information packs for their peers. (Residential Services, Children's Social Care).

As part of the new monitoring process, external residential placements will be visited on a rota basis. All young people will be seen as part of this process and their views sought and subsequently collated to support improvements in the service they receive. (Placements and Commissioning Team, Children's Social Care).

Health visiting

The Health Visiting Service undertakes a service user and carer experience survey bi-annually. The survey contains questions to find out how people rate the service, whether they are treated well and if they believe it has helped them achieve their goals. There is also the opportunity for people to comment on what they would like to see improved about the service. From the results, locality actions plans are developed. Service users are informed that their comments have been acted upon via 'listening posters', which demonstrate what they said and what has been done. (Health Visiting Service, County Health Partnerships).

Child and adolescent mental health (CAMHS)

An event was held at Rufford Country Park called 'Party in the Park', which engaged with all CAMHS client groups and partners in an informal setting to look at the service as a whole and to ascertain views on the service. The CAMHS Service also actively involves young people and families on interview panels to ensure openness and transparency. (Specialist Community Child and Adolescent Mental Health Services).

Adoption

Fun activity participation days are planned in consultation with adopted children and young people. During the day their feedback is gathered and acted upon to improve the service they receive. (Adoption Service, Children's Social Care).

Healthy schools

We talk to young people from each school, as well as parent/carer representatives, to find out the ways in which they feel they have become a greater part in the running of their school. Following this, we make recommendations to the school through discussions with the senior management and/or headteacher and in our final report. (Nottinghamshire Healthy Schools, NHS – County Health Partnerships).

Children with complex health needs

Participation focus groups have taken place at APTCOO (voluntary sector provider) and through Barnado's Butterflies Project for children and young people with complex needs and life-limiting, life-threatening and end-of-life care services. These related to the Integrated Community Children and Young People Healthcare Programme and resulted in the production of a 'Statement of Expectation' and family profiles for a commissioning report.

(Children and Young People Team, Public Health Nottinghamshire).

School nursing & children in care health services

Nottingham West Clinical Commissioning Group has been trialling a questionnaire to analyse young people's experiences of the School Nursing Service and the Children in Care Service. It is used at all contacts with young people in order to collate a large representation of views and opinions. (Health Visiting, School Nursing, Children in Care Team and Liaison Health Visitors, County Health Partnerships).

Targeted Support & Youth Justice Service (i.e. CAMHS & Head2Head). (Commissioning and Partnerships Team, Targeted Support & Youth Justice Service).

Targeted support and youth justice

Leaflets have been developed through participation processes with young people on recognising child sexual exploitation, the housing "pathway" and court orders. Young people are also involved in evaluating the following to seek service improvements: resources used in youth justice, commissioned youth justice services and health services accessed via referral from the Targeted Support & Youth Justice Service (i.e. CAMHS & Head2Head). (Commissioning and Partnerships Team, Targeted Support & Youth Justice Service).

Participation structures

Over 18,500 young people took part in the election of the eight Nottinghamshire members of the UK Youth Parliament 2013. Members of the Youth Parliament (MYPs) are between the ages of 11 and 18 and are in post for two years. At their local meetings, MYPs work on campaigns addressing issues which are of concern to young people in the county. The local campaign areas for this term in office include: access to transport, helping to create a positive image of young people in the media and careers advice in schools.

In addition to these formal structures, Young Inspectors have participated in inspections of Young People's Service and Library Service provision and will be working in primary health care settings in the future. (Children and Young People's Participation Team, Young People's Service).

Young carers

An interactive participation event was held with young carers that involved them in a day of positive activities and discussions. A DVD was created which identified the needs of young carers and is used to raise their profile with peers and other agencies. (Children and Young People's Participation Team, Young People's Service).

Disabled children

Nottinghamshire Pioneers, the young disabled people's youth forum, was involved in an interviewing skills training programme provided by the Disability Support Team. After the training, young people sat on the interview panel for the Lead Officer post for the Short Breaks Childcare Project. They said they enjoyed the experience and learned much about interview skills, which would be of great value for them as individuals. Young people also took an active part in looking at the tenders for providers of short breaks for disabled children. They listened to presentations from prospective providers and, alongside a parents'/carers' panel, commented on suitability to provide services. The adult panel were impressed by the professionalism of the young people, their honesty and their insight into what was required from the providers. (Disability Support Team, Young People's Service).

Breaks in Partnership Project

Comments from families indicated that although Breaks in Partnership staff had visited settings and provided them with documentation and resources to meet individual children and young people's needs, the out of school club management were not passing this communication on to their staff. Breaks in Partnership staff have used this feedback to contact the settings and work with them to improve practice, ensuring staff are updated and prepared to meet children and young people's needs. (Play for Disabled Children Team, Youth, Families and Culture).

15. Appendix 1 Membership of the Children and Young People's Participation and Positive Activity Group

Name	Role	Service/Agency
Margaret Clement	Senior Practitioner - Disability Support Team (Young People's Service)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Chris Coverley	Healthy Schools Advisor	Healthy Schools Team
Ray Kinsey	Participation Lead (Young People's Service)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Lorna Naylor	Anti-Bullying Co-ordinator (Education Standards and Inclusion)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Beatrice Jackson	Commissioning Officer, Children's Social Care	Nottinghamshire County Council - Children, Families & Cultural Services Department
Chris Warren (CHAIR)	Group Manager (Young People's Service)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Sue Hollingworth-Shaw	Coordinator – Youth Services Looked After Young People	Nottinghamshire County Council - Children, Families & Cultural Services Department
Alison Jones	Participation Lead (Targeted Support and Youth Justice)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Sarah Blackhurst	Senior Practitioner – Play 4 Disabled Children Team (Young People's Service)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Carol Newman	Team Manager – Library Service Development (Libraries, Archives &	Nottinghamshire County Council - Children, Families & Cultural Services Department
Geoff Hamilton	Performance, Participation & Needs Assessment Manager (Integrated Commissioning Hub)	Nottinghamshire County Council – Public Health
Peter Cook	Team Leader – Children & Young People's Participation (Young People's Service)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Anne Murphy	Locality Team Manager (Early Years & Early Intervention)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Lisa Barker/Lauren Clarke	Joint Chair	Nottinghamshire Voluntary Youth Partnership
Chris Rolle / Denise Richards	Sports Manager (Cultural & Enrichment Services)	Nottinghamshire County Council - Children, Families & Cultural Services Department
Leah Sareen	Community Safety Officer (Community Safety Team)	Nottinghamshire County Council – Policy, Planning & Corporate Services
Sue Cullen	Sports & Arts Service Team Manager	Nottinghamshire County Council - Children, Families & Cultural Services Department
Sue Denholm	Head of the Virtual School (Education, Standards and Inclusion)	Nottinghamshire County Council - Children, Families & Cultural Services Department

For further information contact:

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19 May 2014

Agenda Item: 10

REPORT OF THE SERVICE DIRECTOR, EDUCATION STANDARDS AND INCLUSION

SUPPORT TO SCHOOLS SERVICE – PROPOSED RESTRUCTURE OF THE PLACE PLANNING AND ADMISSIONS TEAM

Purpose of the Report

1. To seek the Committee's approval of the revised structure (**Appendix A**) of the Place Planning and Admissions (PPA) team from September 2014, within the Support to Schools Service. This includes the proposal to relocate the responsibility for home to school transport, the analysis of school capacity and support for aspects of school organisation to the PPA team from the Business Development and Support team.
2. Members are asked to approve the creation of four new posts:
 - 1fte x place planning officer
 - 2fte x senior professional practitioners for place planning and admissions
 - 1fte x senior professional practitioner for vulnerable groups.
3. Members are also asked to approve a proposal that two team manager posts for Place Planning and Admissions, and one Area Officer post, are disestablished.
4. Members are also asked to note the transferral of responsibility for Elective Home Education from the Education Improvement Team into the structure for Place Planning and Admissions.

Information and Advice

5. The County Council continues to retain statutory responsibility for strategic early years and school place planning and admissions. These are high profile responsibilities as the Council must ensure that there are sufficient school places, appropriately located across Nottinghamshire.
6. The proposed restructure aims to create a stronger staffing structure that reflects the increasing challenge in relation to the admissions of vulnerable pupils and the implementation of the fair access policy. A principle has been to address issues around single responsibility posts which pose a threat to

business continuity in the event of unplanned absences. A further principle has been to address issues around succession planning in relation to complex technical posts.

7. The proposed restructure specifically includes:
 - a. the transferral of responsibility for Elective Home Education from the Education Improvement team to PPA
 - b. the transferral of responsibility and established posts for home to school transport from Business Development and Support to PPA (2fte)
 - c. the transferral of responsibility and established posts for aspects of school capacity and school organisation from Business Development and Support to PPA (2fte)
 - d. the creation of 2fte senior professional practitioners for PPA to ensure capacity to fulfil statutory responsibilities for admissions, admission appeals and place
 - e. the creation of 1fte senior professional practitioner post for vulnerable pupils to increase capacity in relation to fair access and to support the coordination of the County Council's children missing education strategy;
8. Feedback from the consultation which ran between 14 February 2014 and 14 March 2014 is attached as **Appendix B** and the proposed structure is outlined in **Appendix A**.

Other Options Considered

9. Other proposals were considered which included maintaining the existing staffing structure. However, whilst this restructure has not been driven directly by the need to secure financial savings, the proposed structure offers greater coherence and refocussing of the team on current national and local agendas, particularly around fair access. It was considered that the risk of failing to deliver statutory responsibilities for strategic school planning and admissions be too great to significantly reduce the actual size of the team. In an ever changing and complex local education environment comprising Private Voluntary and Independent (PVI) settings, child minders, community and academies as well as alternative educational providers, that there was a continued need to secure a specialist team of strategic place planners and admissions officers to ensure that the Local Authority continues to fulfil its statutory responsibilities.

Reasons for Recommendations

10. Members will wish to note the proposed structure strengthens the capacity to deliver statutory responsibilities, and includes the transferral of responsibilities for school transport, school capacities and school organisation from the Business Development and Support service which is also undergoing a significant review and reduction in services. The proposal is cost neutral and complements the savings already identified across the Support to Schools Service.

Statutory and Policy Implications

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

Financial Implications

12. The Support to Schools Service has already identified £1.3m of savings, mainly as a result of reduced staffing costs within the Education Improvement Team and reductions within identified support budgets for school improvement. The proposed restructure of the PPA team does not aim to secure further savings but rather to strengthen capacity to ensure that statutory responsibilities are met. It should also be noted that the key staffing costs for elements of the PPA team were agreed by the Schools Forum which allocates £422,000 from the Dedicated Schools Grant (DSG) to this team, with £392,000 additional funding from County Council budgets. The proposed restructure of the PPA team will be cost neutral.

RECOMMENDATIONS

- 1) That the proposed staffing structure for the Place Planning and Admissions team is approved with effect from 1 September 2014 including:
 - the relocation of responsibilities for school transport, school capacity and school organisation from the Business Development and Support Service to the Place Planning and Admissions team (4fte posts);
 - the disestablishment of 2fte Place Planning and Admissions team managers, and 1fte Area Officer;
 - the creation of 4fte new specialist posts within the Place Planning and Admissions team;
 - the relocation of the responsibility for elective home education from Education Improvement to the Place Planning and Admissions team.

John Slater
Service Director, Education Standards and Inclusion

For any enquiries about this report please contact:

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Constitutional Comments (LM 29/04/14)

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

Financial Comments (KLA 25/04/14)

14. The financial implications of the report are set out in paragraph 12 above.

Background Papers and Published Documents

None.

Electoral Divisions and Members Affected

All.

C0418

**Support to Schools Service - Place Planning & Admissions
Proposed Structure September 2014**

Appendix A

Place Planning Team Manager Unchanged (Hay Band E)	Admissions Team Manager Unchanged (Hay Band E)	Place Planning & Admissions Team Manager Unchanged (Hay Band E)	Fair Access Officer Changed (Indicative Hay Band E)
Place Planning Officer New post (Indicative Hay Band D)	Senior Professional Practitioner Admissions & FSM Unchanged (Hay Band B)	Place Planning & Admissions Officer Unchanged (Hay Band E)	Senior Professional Practitioner Vulnerable Groups New post (Indicative Hay Band A)
Transition Post – Early Years Seconded to EY & EI Team 2014-16 Unchanged (Hay Band D)	Senior Professional Practitioner Place Planning & Admissions New post (Indicative Hay Band B)	Place Planning & Admissions Officer Unchanged (Hay Band E)	Fair Access Support Officer Comparable (Grade 4)
Early Years Data Officer Unchanged (Hay Band 5)	Senior Professional Practitioner Place Planning & Admissions New post (Indicative Hay Band B)		
Senior Professional Practitioner – 106 Unchanged (Hay Band A)			
School capacity/106 Support 106 Support Officer Transferred post (Grade 4)		Transport Development Policy Officer – transferred post Unchanged (Hay Band D)	
School organisation Officer Transferred post (Grade 4)		Transport Policy Coordinator – transferred post Unchanged (Grade 4)	

APPENDIX B

SUPPORT TO SCHOOLS SERVICE – PROPOSED RESTRUCTURE OF THE PLACE PLANNING AND ADMISSIONS TEAM

Feedback from Place Planning and Admissions Consultation

Following the development of the Children and Family Cultural Services Department's outline business cases, consultations have been undertaken, firstly in relation to the outline business case to secure £1.3 million and secondly around the proposals for a new structure in Place, Planning and Admissions.

During the consultation period in relation to the proposed new structure of the Place Planning and Admissions team which is part of the Support to Schools Service, a formal presentation was made by the Service Director and Group Manager on 6th November, 2013. A formal consultation period from 14 February 2014 to 14 March 2014 took place when individual consultation meetings were also offered with relevant Team Managers and team members were offered the opportunity to provide written feedback.

GMB, UNISON, NASUWT, NUT and Aspect were all informed of the consultation and invited to meet on 26th February, 7th March or 13th March. The representative from UNISON attended a meeting on 13th March 2014 to clarify the staffing structure in relation to the Early Years Transition Post. Since the consultation period closed on 14th March 2014, ongoing cross-service discussions have continued and resulted in an amended structure which is now attached.

All officers within Place Planning and Admissions as well as School Transport Service were invited to provide feedback.

Feedback

- Concern about the inclusion of EHE within the Fair Access Support Officer Post
- Concern about comparability of qualifications in relation to specific, apparently comparable posts as well as some aspects of presentation on draft documentation
- Concern about the timeline for the job evaluations of the proposed new posts
- Concern about the timeline and processes around enabling
- Concern about the confusion between job titles on the structure chart and the Job titles on the actual JDs
- Concern about the consistency and balance of the line management responsibilities of team managers

Following consideration of all consultation feedback, the following is now proposed for the Place Planning and Admissions team:

- Home to School Transport will transfer from Business Development & Support to the Place Planning and Admissions team (2fte);

- Posts covering school capacity and school organisation will transfer from Business Development & Support to Place Planning and Admissions (2 posts);
- The Transition Post for early Years will be unfilled from April 2014-April 2015 but will remain as an established post within the Place Planning and Admissions Team;
- A new post of Place Planning Officer will be established to increase capacity in relation to LA statutory duties;
- 2 new posts of Senior Professional Practitioners for Place Planning and Admissions will be created to support Place Planning and Admissions Officers to increase capacity within the team;
- 1 new senior professional practitioner post will be created to increase capacity to effectively implement the fair access policy;
- The fair access officer will be directly line managed by the group manager;
- The fair access officer will line manage the senior professional practitioner for vulnerable groups and the fair access support officer;
- The proposed new post of admissions support officer has not been confirmed due to the current review of the admissions process.

The proposed structure strengthens the PPA team's capacity to fulfil statutory duties in relation to strategic place planning for early years and school aged pupils, fair access, as well as admissions and school appeals. It also provides the basis for the continued admissions review and proposed channel shift to customer services of aspects of admissions.

Next Steps

The group manager, supported by enabled team managers will now use the County Council's enabling process to:

- seek ratification for the proposed structure from Children and young People's Committee;
- establish appropriate pools of staff against future posts and enable posts that have been transferred from Business Support;
- enable team managers, senior professional practitioners, officers and support officers into posts as appropriate;
- confirm new posts and ensure that these posts are advertised internally initially in relation to redeployment and other County Council's policies;
- use the vacancy protocol to establish any new posts where appropriate;
- new and significantly changed posts to be formally evaluated through Job Evaluation;
- the outcome of the process will be implemented from 1 September 2014.



19 May 2014

Agenda Item: 11

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

**AUTHORITY GOVERNOR APPOINTMENTS AND REAPPOINTMENTS AND
LOCAL AUTHORITY GOVERNOR APPOINTMENTS TO SCHOOL
GOVERNING BODIES**

Purpose of the Report

1. To note new appointments to Authority governor vacancies and re-appointments of Authority governors who reach the end of their term of office during the period 1 January to 31 March 2014 and have indicated their willingness to serve a further four year term of office.
2. To note the appointment of an Additional Authority governor to the Carlton Digby Special School governing body.
3. To note the nomination and appointment of Local Authority governors to reconstituted governing bodies.
4. To note the appointment of a parent governor to the temporary governing body of a new primary school in Hucknall.

Information and Advice

5. The Corporate Director for Children, Families and Cultural Services has delegated authority to approve school governor appointments for which the Council has responsibility, including Authority governors, and is required to report the decisions quarterly to the Children and Young People's Committee.
6. Under the School Governance (Constitution) (England) Regulations 2012, governing bodies may choose to reconstitute to a more skills-based model of governance and are allowed one Local Authority governor on the reconstituted governing body. For this model of governance, governing bodies may set eligibility criteria for, and appoint, the Local Authority governor. Nominations are made by the County Council, in accordance with the eligibility criteria, and are then considered by the governing body for appointment.
7. As part of the action plan to support Carlton Digby Special School, the County Council has appointed an additional Authority governor to support the school and strengthen the governing body.

Authority governor appointments and reappointments to school governing bodies

8. In line with the procedures set out in the Local Authority's governor recruitment strategy, officers sought new nominations to outstanding vacancies from political parties and from school governing bodies.
9. A number of Authority governors who were approaching the end of their term of office were identified and each governor was asked whether he or she would be willing to serve as an Authority governor for a further term of four years. Those governors re-appointed had indicated their willingness to be re-nominated.
10. The new appointments and re-appointments of Authority governors, which are made subject to the successful completion of appropriate checks, are as listed below:

New appointments

ASHFIELD	
Edgewood Primary and Nursery	Mr Olufemi Odubore
Holly Hill Primary and Nursery	Mr Mike Scott
BASSETLAW	
Langold Dyscarr Community	Mr Michael Stewart Goulding
Langold Dyscarr Community	Mr Marcus Wichmann
Misterton Primary	Mr David Seymour
BROXTOWE	
Alderman Pounder Infant	Lt Col Pete Quaite
Eskdale Junior	Ms Lili Tang
Mornington Primary	Councillor Philip John Owen
GEDLING	
Carlton Central Junior	Mr Andrew Wainwright
Mapperley Plains Primary and Nursery	Mrs Janet Norton
MANSFIELD	
Beech Hill	Miss Jayne Littlewood
Berry Hill Primary and Nursery	Miss Andrea Marriott
Crescent Primary	Mr Martin Senior
High Oakham Primary	Miss Kathryn Jane Lockhart
Oak Tree Primary	Mr John Smart
NEWARK	
Farnsfield St Michael's CofE Primary (VA)	Mr Rik Hughes
Harby Queen Eleanor Primary	Mr Peter Mervyn Cowan
John Hunt Primary and Nursery	Mrs Christine Turner
Kneesall CofE Primary	Mr Paul Mitchell

RUSHCLIFFE	
Abbey Road Primary	Mr Christopher John Kemp
James Peacock Infant and Nursery	Mr Gary Choo
Lady Bay Primary	Mrs Sandra Coker
Normanton on Soar Primary	Councillor Andrew Brown
Robert Miles Junior	Mr David Johnson
Willow Brook Primary	Mr Anthony Williams

Reappointments

ASHFIELD	
Annie Holgate Infant and Nursery	Mr Paul Richard Derriscott
Orchard Primary and Nursery	Mr David John Roe
BASSETLAW	
Misson Primary	Reverend Jonathan Edward Strickland
BROXTOWE	
Beeston Rylands Junior	Mrs Angela Attenborough
John Clifford School	Mr Eric Kerry
Meadow Lane Infant	Mrs Janie Louise Goodman
GEDLING	
Carlton Central Junior	Miss Louise Mary Ashby
NEWARK	
Farndon St Peter's CofE Voluntary Controlled Primary	Mrs Alison Louise Wordsworth
RUSHCLIFFE	
Abbey Road Primary	Miss Caroline Sarah Stone
Brookside Primary	Mrs Reesha Simone Armstead
St Peter's CofE Junior	Mr David Charles Baxter

Additional Authority governor appointment

GEDLING	
Carlton Digby Special School	Mr David Alan Richards

Local Authority governor nominations and appointments to reconstituted governing bodies

11. Local Authority governors nominated by the County Council and appointed by school governing bodies during the period 1 February to 30 April 2014 are as follows.

BASSETLAW	
Gateford Park Primary	Mr Neil Hopkinson
BROXTOWE	
Kimberley Primary	Dr David Clarke
GEDLING	
Arnold View Primary and Nursery	Councillor David Sidney Ellis
Willow Farm Primary	Mrs Laura Jayne Etchells-Jones
NEWARK	
Bowbridge Primary	Mr Simon John Lile

Appointment of a parent governor to the temporary governing body of a new primary school in Hucknall

12. Nottinghamshire County Council has the statutory duty to establish a temporary governing body for all proposed new schools that are to be maintained by the Local Authority in accordance with the New Schools (General) (England) Regulations 2003.
13. The size of the temporary governing body ranges from a minimum of 9 to a maximum of 20. Within this range the County Council can adopt the temporary governing body model of their choice, provided it complies with the guiding principles for the particular category of the new school.
14. The temporary governing body of the new primary school in Hucknall has the following membership:
- | | |
|-----------------------------------|---|
| Parent | 5 |
| Staff (including the headteacher) | 3 |
| Authority | 3 |
| Community | 3 |
15. Appointments of 4 parent, 2 community and 3 Authority governors were made in December 2013 and reported to Children and Young People's Committee on 10 February 2014.
16. The appointment of one remaining parent governor to the temporary governing body of the new primary school in Hucknall, which is made subject to the successful completion of appropriate checks, is as listed below:

Parent x 1	Mrs Kirsty Riley
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Other Options Considered

17. There are no other options. The County Council has a statutory duty to ensure governor vacancies are filled without undue delay.
18. Nottinghamshire County Council's strategy for recruiting and retaining school governors includes the re-appointment of existing governors. The County Council sees many advantages in retaining experienced governors and actively seeks to encourage governors approaching their end of term of office to stand again either in the same school or in a different one. The appointments made ensure the retention and supply of experienced governors.

Statutory and Policy Implications

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

Public Sector Equality Duty Implications

20. New nominations have been encouraged and received from a broad range of sources. We welcome applications from all types of people, especially those from ethnic minority communities and under-represented groups such as disabled people.
21. All existing Authority governors approaching the end of their term of office have had the opportunity to put themselves forward for re-nomination.

RECOMMENDATION/S

That:

- 1) new appointments to Authority governor vacancies and re-appointments of Authority governors, who reach the end of their term of office during the period 1 January to 31 March 2014, as listed in paragraph 10, are noted.
- 2) the appointment of an Additional Authority governor to the Carlton Digby Special School governing body, as listed in paragraph 10, is noted.
- 3) the nomination and appointment of Local Authority governors to reconstituted governing bodies, as listed in paragraph 11, are noted.
- 4) the appointment of a parent governor to the temporary governing body of a new primary school in Hucknall, as listed in paragraph 16, is noted.

John Slater
Service Director, Education Standards and Inclusion

For any enquiries about this report please contact:

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T: 0115 854 6055
E: leonie.meikle@nottsc.gov.uk

Constitutional Comments

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

Financial Comments (KLA 25/04/14)

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

Background Papers and Published Documents

Completed Authority governor nomination forms

Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies and the appointment of parent, community and authority governors to the temporary governing body of a new primary school in Hucknall - report to Children and Young People's Committee on 10 February 2014

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

Hucknall	Cllr Alice Grice, Cllr John Wilkinson & Cllr John Wilmott
Kirkby-in-Ashfield South	Cllr Rachel Madden
Selston	Cllr Gail Turner
Blyth & Harworth	Cllr Sheila Place
Misterton	Cllr Liz Yates
Worksop North	Cllr Sybil Fielding
Beeston South & Attenborough	Cllr Kate Foale
Chilwell & Toton	Cllr Richard Jackson & Cllr John Doddy
Kimberley & Trowell	Cllr Ken Rigby
Nuthall	Cllr Philip Owen
Arnold South	Cllr Roy Allan & Cllr Muriel Weisz
Carlton East	Cllr Nicki Brooks & Cllr John Clarke
Carlton West	Cllr Darrell Pulk & Cllr Jim Creamer
Mansfield East	Cllr Alan Bell & Cllr Colleen Harwood
Mansfield South	Cllr Stephen Garner & Cllr Andy Sissons
Mansfield West	Cllr Darren Langton & Cllr Diana Meale
Balderton	Cllr Keith Walker
Collingham	Cllr Maureen Dobson
Farndon & Muskham	Cllr Susan Saddington
Farnsfield & Lowdham	Cllr Roger Jackson
Newark West	Cllr Tony Roberts

Southwell & Caunton
Bingham
Keyworth
Ruddington
Soar Valley
West Bridgford Central & South

Cllr Bruce Laughton
Cllr Martin Suthers
Cllr John Cottee
Cllr Reg Adair
Cllr Andrew Brown
Cllr Steve Calvert & Cllr Liz Plant

C0419

19 May 2014

Agenda Item: 12

**REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND
CORPORATE SERVICES**

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for 2013/14.

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

For any enquiries about this report please contact:

Sara Allmond
Democratic Services Officer
T: 0115 9772794

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 (PS)

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 2013-14

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
16 June 2014		
School Places and Capital Strategy		John Slater
Schools Capital Programme progress report	Six monthly progress report	Derek Higton
Children's Social Work Health Check - update		Steve Edwards
Update on a revised operating model for Nottinghamshire children's services		Anthony May
Nottinghamshire children's services quality assurance framework – outcomes/performance report	Six-monthly report	Derek Higton
Nottinghamshire Child and Family Poverty Strategy annual performance report	Annual update	Derek Higton
Troubled Families Programme update		Derek Higton
Youth Justice Plan 2014-15		Derek Higton
Achieving 2 year olds free early education entitlement - update		Derek Higton
Raising the Participation Age (RPA) Plan update		John Slater
Progress report on Nottinghamshire Music Education Hub and response to Ofsted survey 'Music in Schools: what music hubs must do'		Derek Higton
Nottinghamshire Children's Trust	Annual officer group report	
Business Support Review	For consideration and referral to Policy Committee for approval on 2/7	Anthony May
Establishment of a Business Support Officer post to assist Clayfields House Secure Unit	For decision	Steve Edwards
Work Programme		Anthony May
14 July 2014		
A Strategy for Closing the Educational Gaps in Nottinghamshire – six month review	Six monthly review report	John Slater
Quality assurance arrangements for alternative SEBD provision		John Slater
Outcome of consultation on proposal to close Bassetlaw Learning Centre		John Slater

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>Lead Officer</u>
Child Sexual Exploitation Action Plan - update		Steve Edwards
Children Missing Education annual report	For information	Steve Edwards
Rota Visits	Six monthly report	Steve Edwards
Work Programme		Anthony May
To be placed		
Locality Visits review		Steve Edwards
Locality Visits	Six-monthly reports	Steve Edwards
Multi-Agency Safeguarding Hub – information sharing		Steve Edwards
CAMHS commissioning plan	To September meeting	Kate Allen
Work of the Family Nurse Partnership		Derek Higton
Young People's Board	Presentation by young people	Derek Higton