

Children and Young People's Committee

Monday, 20 July 2020 at 10:30

Virtual meeting, <https://www.youtube.com/user/nottsccl>

AGENDA

- 1 To note the appointment by Full Council on 11 June 2020 of Councillor Philip Owen as Chairman, and Councillors Sue Saddington and Tracey Taylor as Vice-Chairs for the 2020-21 municipal year.
- 2 To note the membership of the Children and Young People's Committee for the municipal year 2020-21 as follows: Councillor Samantha Deakin, Councillor Boyd Elliot, Councillor John Handley, Councillor Errol Henry JP, Councillor Paul Henshaw, Councillor Roger Jackson, Councillor Philip Owen, Councillor John Peck, Councillor Liz Plant, Councillor Sue Saddington, Councillor Tracey Taylor.
- 3 Minutes of the Last Meeting held on 15 June 2020 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 Basic Need Programme of School Expansion 2020-21 9 - 20
- 7 Changes to the Children's Centre Service Staffing Establishment 21 - 26
- 8 Change to the Staffing Structure of the Sensory Team within Schools and Families Specialist Services 27 - 32

9	Proposals for the Nottinghamshire Families Information Service and Special Educational Needs and Disability Local Offer	33 - 38
10	Work Programme	39 - 46

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 Martin Gately (Tel. 0115 977 2826) or a colleague in Democratic Services prior to the meeting.
- (4) Councillors are reminded that Committee and Sub-Committee papers, with the exception of those which contain Exempt or Confidential Information, may be recycled.
- (5) This agenda and its associated reports are available to view online via an online calendar - <http://www.nottinghamshire.gov.uk/dms/Meetings.aspx>

Meeting CHILDREN & YOUNG PEOPLE'S COMMITTEE

Date 15 June 2020 (commencing at 10.30am)

Membership

Persons absent are marked with an 'A'

COUNCILLORS

Philip Owen (Chairman)
Sue Saddington (Vice-Chairman)
Tracey Taylor (Vice-Chairman)

Samantha Deakin
Boyd Elliott
John Handley
Errol Henry JP

Paul Henshaw
Richard Butler
John Peck
Liz Plant

CO-OPTED MEMBERS (NON-VOTING)

4 Vacancies

OFFICERS IN ATTENDANCE

Marion Clay	Service Director, Children and Families Services
Steve Edwards	Service Director, Children and Families Services
Laurence Jones	Service Director, Children and Families Services
Pip Milbourne	Business Support, Children and Families Services
Keith Ford	Team Manager, Chief Executive's
Martin Gately	Democratic Services Officer, Chief Executive's

1. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 10 February 2020 having been circulated to all Members, were taken as read and will be signed by the Chairman.

2. APOLOGIES FOR ABSENCE

Councillor Butler substituted for Councillor Roger Jackson (other).

3. DECLARATIONS OF INTEREST

None.

CORPORATE PARENTING ITEMS

4. CHANGES TO THE STAFFING ESTABLISHMENT AND REVIEW OF RECRUITMENT AND RETENTION AT CLAYFIELDS HOUSE SECURE CHILDREN'S HOME

RESOLVED 2020/20

The Chairman introduced the report and responded to questions and comments from Members.

That:

- 1) The disestablishment of the following post with effect from 1st July 2020 be approved:
 - 1 FTE Safeguarding Analyst (Grade 5)
- 2) The establishment of the following post with effect from 1st July 2020 be approved:
 - 1 FTE Quality Assurance Officer (indicative Grade 4)

OTHER ITEMS

5. ADAPTATION TO A LOCAL AUTHORITY FOSTER HOME

The Chairman introduced the report and responded to questions and comments from Members.

RESOLVED 2020/21

That:

- 1) The expenditure of £42,000 on an adaptation to a Local Authority foster home as detailed in the report be approved.
- 2) The amount of £42,000 be provided as a conditional grant to the foster carers. The condition will be that Local Authority will impose a legal charge upon the foster carer's property. A financial assistance agreement and legal charge will formalise the grant. These documents ensure that the investment of public money is protected.

6. CHANGES TO THE STAFFING ESTABLISHMENT IN THE YOUTH, FAMILIES AND SOCIAL WORK DIVISION

The Chairman introduced the report and responded to questions and comments from Members.

RESOLVED 2020/22

That:

- 1) The permanent establishment of the following posts be approved:
 - the Group Management structure in the Youth, Families and Social Work division including the Group Manager Service Improvement (Band F) and Group Manager Young People's Service (Band G)
 - the following additional Social Work Service posts: 0.5 FTE Children's Service Manager (Band E), 4.5 FTE Team Managers (Band D), 8 FTE Social Workers (Band B)
 - the following additional Leaving Care Service posts: 1 FTE Achievement Advisor Co-ordinator (Band C), 2 FTE Training Officers (Grade 5), 1 FTE Rough Sleeper Personal Advisor (Grade 5), 3 FTE 21+ Personal Advisors (Grade 5), 0.5 FTE Personal Advisor (Grade 5), 1 FTE Transitional Personal Advisor (Grade 5), 4 FTE Leaving Care Support Officers (Grade 3)
 - an additional 1 FTE Independent Reviewing Officer (Band C) post
 - 2.5 FTE Advanced Practitioner posts (subject to job evaluation)

7. ESTABLISHMENT OF A MANAGING ALLEGATIONS SERVICE WITHIN CHILDREN AND FAMILIES SERVICES

The Chairman introduced the report and responded to questions and comments from Members.

RESOLVED 2020/23

That:

- 1) the establishment of a Managing Allegations Service be approved from October 2020 with the following posts:
 - 0.5 FTE Temporary Service Manager (Band E) for six months
 - 1 FTE Team Manager (Band D)
 - 0.5 FTE Child Protection Coordinator (Band D)
 - 2.5 FTE Social Workers (Band B)
 - 0.5 FTE Business Support Minutes Taker (Grade 3)

8. ESTABLISHMENT OF ADDITIONAL POSTS WITHIN THE COMMISSIONING AND PLACEMENTS GROUP

The Chairman introduced the report and responded to questions and comments from Members.

RESOLVED 2020/24

That:

- 1) the establishment of the following posts in the Commissioning and Resources Group from July 2020 be approved:
 - 1 FTE Contracts Officer (Band B)
 - 1 FTE Service Organiser (Grade 4)
 - 1 FTE Placement Review Officer (Band C)

9. CHANGES TO CHILDREN'S SOCIAL CARE REGULATIONS IN RESPONSE TO COVID-19

The Chairman introduced the report and responded to questions and comments from Members.

RESOLVED 2020/25

That:

- 1) the Department's temporary disapplication of the provisions pertaining to approvals of temporary foster carers and Connected Person foster care, as amended by the Adoption and Children (Coronavirus) (Amendment) Regulations 2020 be approved
- 2) recruiting temporary foster carers from the Nottinghamshire County Council workforce be approved.

10. URGENT CHIEF EXECUTIVE'S DECISION: EARLY YEARS FUNDING FOR THE PRIVATE, VOLUNTARY AND INDEPENDENT CHILDCARE SECTOR DURING THE COVID-19 PANDEMIC

The Chairman introduced the report and responded to questions and comments from Members.

RESOLVED 2020/26

That:

- 1) the urgent approval given by the Chief Executive on 1st April 2020 to secure emergency funding of £300,000 to enable Private Voluntary and Independent (PVI) early years settings to continue to provide funded childcare for eligible 2, 3 and 4 year olds during a three week period which included the Easter holidays be noted.

The meeting closed at 11:40 am.

CHAIRMAN

20th July 2020**Agenda Item: 6****REPORT OF THE SERVICE DIRECTOR, EDUCATION, LEARNING AND
SKILLS****BASIC NEED PROGRAMME OF SCHOOL EXPANSION 2020/21****Purpose of the Report**

1. This report seeks approval to take the list of schools identified in **Appendix 1** forward to feasibility.
2. The report also seeks approval to take forward to delivery the expansion of Radcliffe-on-Trent Junior School.
3. To confirm that the previously anticipated use of Basic Need to develop additional primary school places in Huthwaite will no longer be required at this time.

Information

4. Nottinghamshire County Council has a statutory duty to ensure a sufficiency of school places for children resident in the County.
5. On an annual basis the Council makes a statutory return to the Department for Education (DfE) outlining the net capacity and levels of occupation in its schools. This School Capacity return (SCAP) informs the Education Skills and Funding Agency (ESFA) allocation of the level of 'Basic Need' grant for new school places in the County due to population growth.
6. The assessment of Basic Need for the period 2020/21, has been determined by the Education and Skills Funding Agency (ESFA) and Nottinghamshire has been allocated £16,403,975. This assessment is informed by the Department's judgement as to the sufficiency issues Nottinghamshire faces arising from their analysis of the School Capacity (SCAP) return which was made in Autumn 2019.
7. Basic Need funding is not ring fenced and comes with no recommendations as to which schools or planning areas should be allocated capital funding. It must be deployed to address capital issues and cannot be used to address revenue issues.
8. Officers in Pupil Place Planning work in close conjunction with partner services in School Admissions, Planning, Place and Information and Systems to interrogate all available data

in respect of projected demand for places and identify where the most pressing and appropriate sites for expansion lie.

9. In the past the Council has been required to organise mobile classrooms to meet urgent teaching requirements with temporary planning permissions. On a predictable basis these come to the end of their permission or to the end of their viable life. The Basic Need allocation has been used over the years to replace these with permanent classrooms where data indicates that places are still required.
10. In the period 2013-16 the Council noted a significant growth in pupil numbers in the primary school phase, resulting in the allocation to the Council of approximately £70 million of Basic Need funding. This spending led to the creation of over 5,500 additional permanent primary places.
11. Projections data indicates that the primary 'bulge', first noted in 2011, has moved through the primary phase and is now being felt increasingly in the secondary phase. This is noted in higher numbers of applications at primary to secondary transfer (PST).
12. Rushcliffe was the first district of Nottinghamshire to experience an increased demand for secondary school places which cannot be met from within the existing school estate; the secondary bulge is now visible in Gedling, Worksop and Rainworth.
13. Project feasibility studies will establish the risks associated with all the proposals identified in **Appendix 1**. The outcomes of feasibility will inform Elected Members as to where proposed projects are undeliverable, poor value for money or appropriate and meet service needs.
14. A feasibility study in respect of the expansion of Radcliffe on Trent Junior School has been commissioned previously resulting in a detailed design plan which has been granted planning permission. Latest Estimated Cost for the scheme will be included in report to the Council's Finance and Major Contracts Management Committee in April.
15. At Children and Young People's Committee on 20th May 2019 the following decisions were made with regard to Huthwaite to:
 - Change the age range of All Saints CE Infant School in order for it to become a one form entry primary school.
 - Alter the admission arrangements which formally link All Saints CE Infant School with Woodland View Primary School.
16. However, these changes will no longer be required at this time. This is due to a number of key factors including significant amendments to the original new housing projections in the Ashfield local plan; the high cost of the proposed works created by the site, and the revised projected demand information (see table below) that now indicates that there will be a surplus of primary places in this Planning Area until 2023/24.

School Name	Planning area	PAN		Net cap	PROJ YEA	School years							Whole school projection	
		FA	U			R	1	2	3	4	5	6	TOT	surplus / deficit places
All Saints C of E Infant School	Huthwaite	30	0	90	2019-20	32	28	27	0	0	0	0	87	+3
All Saints C of E Infant School	Huthwaite	30	0	90	2020-21	36	32	26	0	0	0	0	94	-4
All Saints C of E Infant School	Huthwaite	30	0	90	2021-22	32	36	30	0	0	0	0	98	-8
All Saints C of E Infant School	Huthwaite	30	0	90	2022-23	31	32	34	0	0	0	0	97	-7
All Saints C of E Infant School	Huthwaite	30	0	90	2023-24	30	31	30	0	0	0	0	91	-1
Woodland View Primary School	Huthwaite	30	35	350	2019-20	30	27	29	54	80	53	49	322	+28
Woodland View Primary School	Huthwaite	30	35	350	2020-21	33	30	26	54	51	78	50	322	+28
Woodland View Primary School	Huthwaite	30	35	350	2021-22	32	35	30	52	52	50	76	327	+23
Woodland View Primary School	Huthwaite	30	35	350	2022-23	33	35	37	58	52	53	49	317	+33
Woodland View Primary School	Huthwaite	30	35	350	2023-24	32	34	35	63	56	50	50	320	+30
Planning area summary	Huthwaite	60	35	440	2019-20	62	55	56	54	80	53	49	409	+31
Planning area summary	Huthwaite	60	35	440	2020-21	69	62	52	54	51	78	50	416	+24
Planning area summary	Huthwaite	60	35	440	2021-22	64	71	60	52	52	50	76	425	+15
Planning area summary	Huthwaite	60	35	440	2022-23	64	67	71	58	52	53	49	414	+26
Planning area summary	Huthwaite	60	35	440	2023-24	62	65	65	63	56	50	50	411	+29

17. The original decision to complete the feasibility study was agreed based on the data available at the time which identified a need to create 120 more places. The updated projections for the Huthwaite area now demonstrate that there will be 29 surplus places in the locality until 2023-2024.
18. There is therefore no requirement at this current time for the Council to embark on any school expansion in Huthwaite. The County Council will monitor this situation and report to Committee if the situation changes.

Other Options Considered

19. Projects could proceed to planning without feasibility, but this would not then allow risks to be identified and is therefore not considered to be a viable option.

Reason/s for Recommendation/s

20. Feasibility costs represent good value for money when compared with the costs associated with abortive planning and design costs which would be incurred without prior feasibility establishing the suitability of proposals.

Statutory and Policy Implications

21. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment 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

22. Where the feasibility works result in a capital project, the costs of the feasibility will be funded from the approved Basic Need school places capital programme. Where a capital project does not ensue, the cost of the feasibility works is not able to be funded from capital resources. As such, these costs will need to be met from within the Place Department revenue budget.

RECOMMENDATION/S

That Committee:

- 1) gives approval for the list of schools identified in **Appendix 1** to be taken forward to feasibility.
- 2) gives approval to take the proposed expansion at Radcliffe-on-Trent Junior to the delivery stage.
- 3) confirms that the previously anticipated use of Basic Need to develop additional primary school places in Huthwaite is no longer required.

Marion Clay
Service Director, Education, Learning and Skills

For any enquiries about this report please contact:

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Constitutional Comments (KK 08/07/20)

23. The proposals in this report are within the remit of the Children and Young People's Committee.

Financial Comments (GB 03/07/20)

24. The Basic Need works identified in this report will be funded from the School Places programme which is already approved within the capital programme (£13.3m in 2020/21 and £12.6m in 2021/22). Where funding is required in excess of the approved amount additional capital funding will need to be sought through the usual processes. If the feasibility study works do not result in a capital project the costs incurred will be classed as abortive fees and will need to be funded from a revenue budget. As identified in the report, if this is the case, these costs will need to be met from the Place Department revenue budget.

Background Papers and Published Documents

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

[Feasibility costs for the Carlton-le-Willows Academy Basic Need Expansion – report to Policy Committee on 17th July 2019](#)

[Change of age range of schools: relocation of Christ Church Infant VA School, Newark, and extension of All Saints CE VA School, Ashfield: publication of statutory notices and consultation – report to Children and Young People’s Committee on 20th May 2019](#)

Electoral Division(s) and Member(s) Affected

All.

C1364

Basic Need 2020 Priorities with Rationale

1. Primary Phase

Radcliffe-on-Trent

Significant housing growth is underway and there are other developments pending with planning permission granted in this village. The Shelford Road development is progressing and likely to add an additional 42 primary pupils in the next 5 years. Subsequent housing from this development is likely to yield another 42 primary aged pupils in the following 5 years. In anticipation of growing demand and a future shortfall of places NCC seeks to forward fund the right sizing of Radcliffe-on-Trent Junior School to its linked Infant setting with additional classroom accommodation. When complete the two schools will have a composite Published Admission Number (PAN) capacity of 630 places (90x7) which should, based on projected demand from population and known housing, be sufficient to meet local need. Section 106 Housing Developer Contributions (HDCs) have been secured from the developers associated with Shelford Road, therefore the Basic Need spending on this project should be recouped in due course. This proposal has an extant planning permission and requires delivery approval.

		PAN				School years							Whole school projection	
Dfe No	School Name	FA	IJ	Net cap	PROJ YEA	R	1	2	3	4	5	6	TOT	surplus / deficit places
2810	Radcliffe-on-Trent Infant and Nursery	90	0	270	2019-20	56	76	83	0	0	0	0	215	+55
2810	Radcliffe-on-Trent Infant and Nursery	90	0	270	2020-21	80	61	81	0	0	0	0	222	+48
2810	Radcliffe-on-Trent Infant and Nursery	90	0	270	2021-22	64	84	64	0	0	0	0	212	+58
2810	Radcliffe-on-Trent Infant and Nursery	90	0	270	2022-23	70	68	87	0	0	0	0	225	+45
2810	Radcliffe-on-Trent Infant and Nursery	90	0	270	2023-24	77	74	71	0	0	0	0	222	+48
2812	Radcliffe-on-Trent Junior School	0	70	275	2019-20	0	0	0	77	72	83	72	304	-29
2812	Radcliffe-on-Trent Junior School	0	70	275	2020-21	0	0	0	82	78	72	83	315	-40
2812	Radcliffe-on-Trent Junior School	0	70	275	2021-22	0	0	0	76	83	78	72	309	-34
2812	Radcliffe-on-Trent Junior School	0	70	275	2022-23	0	0	0	56	77	83	78	294	-19
2812	Radcliffe-on-Trent Junior School	0	70	275	2023-24	0	0	0	76	57	77	83	293	-18

Lady Bay

The West Bridgford planning area is made up of 10 schools; infant, junior and primary. Housing and inward migration combined with the continuing high performance of the area's schools has led to this being one of high pupil place pressure. The bulk of the shortfall of places (-511) will be met with the building of the 315 place Rosecliffe Primary School on the Sharphill development in Edwalton, to be opened in September 2020. Therefore, an additional 200 places will be required over the 5 year period. The relocation and enlargement of the existing Lady Bay Primary School to a new site with a PAN of 90 will secure the required places in an improved building.

			PAN				School years								Whole school projection	
Dfe					Net											surplus / deficit
Nc	School Name	Planning area	FA	U	cap	PROJ YEA	R	1	2	3	4	5	6	TOT	place	
2560	Lady Bay Primary School	West Bridgford	60	0	405	2019-20	61	63	60	66	64	68	64	446	-41	
2560	Lady Bay Primary School	West Bridgford	60	0	405	2020-21	66	65	67	65	69	68	72	472	-67	
2560	Lady Bay Primary School	West Bridgford	60	0	405	2021-22	65	66	65	68	65	70	69	468	-63	
2560	Lady Bay Primary School	West Bridgford	60	0	405	2022-23	66	65	66	66	68	66	71	468	-63	
2560	Lady Bay Primary School	West Bridgford	60	0	405	2023-24	67	66	65	67	66	69	67	467	-62	
	Planning area summary	West Bridgford	561	85	3884	2019-20	562	584	573	588	596	605	599	4107	-223	
	Planning area summary	West Bridgford	561	85	3884	2020-21	598	578	605	593	605	618	630	4227	-343	
	Planning area summary	West Bridgford	561	85	3884	2021-22	598	610	594	619	606	623	639	4289	-405	
	Planning area summary	West Bridgford	561	85	3884	2022-23	613	607	624	607	632	623	643	4349	-465	
	Planning area summary	West Bridgford	561	85	3884	2023-24	627	618	617	631	616	646	640	4395	-511	

East Leake

The planning area is composed of 3 primary schools, 2 of which have been expanded considerably in the last 5 years; additionally, the locality has seen a very significant growth in housing. Due to difficulties in planning allocations and the monitoring of developments by Rushcliffe Borough Council, NCC is unable to access the site and sufficient HDCs to provide a 1 form entry (1FE) primary school on either of the major housing sites which would have mitigated the shortfall (-110) identified in the table below. In order to comply with its statutory duty to provide a sufficiency of school places, NCC is seeking to reconfigure and develop classroom spaces on the existing Brookside Primary site and the East Leake Children's Centre to provide the places on a temporary basis until the planning and funding issues are resolved with respect to the wider planning area. It is likely that the temporary increase in PAN at Brookside will be in place for 3 to 4 years between 2021/2 and 2024/5.

			PAN				School years								Whole school projection	
Dfe					Net											surplus / deficit
Nc	School Name	Planning area	FA	U	cap	PROJ YEA	R	1	2	3	4	5	6	TOT	place	
2732	Brookside Primary School	East Leake	45	0	315	2019-20	49	41	45	36	34	32	32	269	+46	
2732	Brookside Primary School	East Leake	45	0	315	2020-21	53	53	44	49	39	38	34	310	+5	
2732	Brookside Primary School	East Leake	45	0	315	2021-22	53	57	57	49	52	43	40	351	-36	
2732	Brookside Primary School	East Leake	45	0	315	2022-23	54	56	60	61	52	56	44	383	-68	
2732	Brookside Primary School	East Leake	45	0	315	2023-24	54	56	58	63	62	54	56	403	-88	
	Planning area summary	East Leake	120	0	809	2019-20	121	101	114	117	111	102	102	768	+41	
	Planning area summary	East Leake	120	0	809	2020-21	126	125	107	121	123	122	106	830	-21	
	Planning area summary	East Leake	120	0	809	2021-22	119	130	132	115	127	134	126	883	-74	
	Planning area summary	East Leake	120	0	809	2022-23	118	122	136	139	121	138	137	911	-102	
	Planning area summary	East Leake	120	0	809	2023-24	117	120	127	142	143	130	140	919	-110	

2. Secondary Phase

Worksop

The Worksop planning area has seen housing growth and infrastructural improvements over the past ten years resulting in significant population gain. Due to the success of the Outwood Grange Academy Trust in raising standards in both the Worksop secondary schools, this has resulted in the majority of the local population choosing to stay in the planning area for a secondary education with the schools attracting a high proportion of out of catchment applications from surrounding Bassetlaw schools.

The table below illustrates a need for 575 additional places in the projection period. Feasibility work to provide an additional 300 places (2FE) at Portland Academy would secure a sufficiency of places into the relatively near future. By addressing the over subscription criteria of the Outwood schools to reduce out of catchment admissions should reverse the flow of students from the surrounding area.

Worksop	600	3375	2019-20	596	596	566	532	502	238	197	3227	+148
Worksop	600	3375	2020-21	621	603	599	567	527	256	222	3395	-20
Worksop	600	3375	2021-22	655	628	606	599	561	277	239	3565	-190
Worksop	600	3375	2022-23	676	663	632	607	593	300	261	3732	-357
Worksop	600	3375	2023-24	693	682	664	631	600	320	281	3871	-496
Worksop	600	3375	2024-25	662	696	680	660	621	323	296	3938	-563
Worksop	600	3375	2025-26	627	663	693	675	649	333	298	3938	-563
Worksop	600	3375	2026-27	660	628	660	688	664	348	307	3955	-580
Worksop	600	3375	2027-28	658	660	624	654	676	356	321	3949	-574
Worksop	600	3375	2028-29	684	658	656	618	642	363	329	3950	-575

Carlton

The Carlton planning area has experienced population growth and housing development during the past 10 years. Further major housing is planned for the former Gedling Colliery site with the Teal Close development set to generate additional secondary pupils beyond the projection period. A previous Basic Need allocation has been used to provide an additional 300 places (2 FE) at The Carlton Academy (TCA) which is mitigating the current requirement for secondary of places indicated in the table below. Additionally, Carlton le Willows Academy (CLW) has offered above its PAN for the last 2 years in order that local children and siblings can secure a place. The “in progress” mitigation at TCA and a Basic Need project at CLW will provide a sufficiency of places in the planning area for the projections period. It is expected that Community Infrastructure Levy (CIL) of £2.9m linked to the Gedling Colliery development will offset the cost of the 2 FE programme at the Carlton Academy. NCC has already commissioned a feasibility study at Carlton le Willows (Policy Committee 17th July 2019). This has identified an £11m project which will allow the school to offer an additional 600 places by taking the PAN from its current 226 to 360. The school is effectively operating as an 8 FE setting (operating PAN of 240).

Carlton	576	3446	2019-20	694	689	605	633	524	229	219	3593	-147
Carlton	576	3446	2020-21	688	696	695	599	625	242	225	3770	-324
Carlton	576	3446	2021-22	693	691	702	687	589	296	236	3894	-448
Carlton	576	3446	2022-23	709	696	698	696	679	285	291	4054	-608
Carlton	576	3446	2023-24	758	711	702	691	686	323	278	4149	-703
Carlton	576	3446	2024-25	715	758	715	694	681	334	313	4210	-764
Carlton	576	3446	2025-26	691	715	762	707	684	337	326	4222	-776
Carlton	576	3446	2026-27	717	691	718	753	696	336	328	4239	-793
Carlton	576	3446	2027-28	720	716	694	708	741	345	326	4250	-804
Carlton	576	3446	2028-29	675	717	716	682	694	360	333	4177	-731

Rainworth

The table below illustrates the “primary bulge” moving through the secondary sector in the Rainworth area. Currently, the insufficiency of places stands at -73 which the academy is addressing through over PAN admissions. However, the insufficiency of -115 rising to -232 in 2023/24 cannot be addressed without additional accommodation being created. However, projections suggest that this is a temporary demand and therefore at this time a permanent solution is not required at Joseph Whitaker school.

Dfe No	School Name	District	Planning area	PA	Net ca	PROJ YEAR	7	8	9	10	11	12	13	TOTAL	surplus / deficit place
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2019-20	254	246	247	201	229	93	72	1342	-73
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2020-21	256	255	246	244	201	98	84	1384	-115
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2021-22	275	257	255	243	243	87	87	1447	-178
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2022-23	256	276	257	252	242	105	78	1466	-197
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2023-24	267	256	275	253	251	105	94	1501	-232
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2024-25	227	267	255	271	252	109	94	1475	-206
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2025-26	229	227	266	251	270	110	98	1451	-182
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2026-27	264	229	226	262	250	117	99	1447	-178
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2027-28	226	264	228	222	261	108	105	1414	-145
4408	Joseph Whitaker School	NEWARK	Rainworth	211	1269	2028-29	188	226	263	224	221	112	97	1331	-62

Rushcliffe East

The table below indicates a growing shortfall of places in Radcliffe on Trent centred on South Nottinghamshire Academy (SNAC – Redhill Trust). The shortfall is temporary, diminishing to -62 at the conclusion of the projections period. The planning area (Rushcliffe East) shows a similar pattern (rising then falling but with a continuing shortfall of 148 places in 2028/29).

There is a significant amount of housing in the planning area, with circa 1,000 dwellings being constructed in Bingham (Chapel Lane – Roman’s Quarter) and Radcliffe-on-Trent (Shelford Road). Housing developer contributions in Bingham (£2.74m) will see the PAN rise at Toot Hill school from 300 to 330, creating 150 additional permanent places. The Shelford Road housing development (400 dwellings) contributes (£1.136m) towards additional school places.

The Redhill Trust, which is responsible for South Nottinghamshire Academy, has a proven track record in the delivery of new school places by the extension of its existing schools (The Carlton Academy). A modest investment of Basic Need funding into this setting, combined with section 106 funding, would allow the PAN to rise from its current 120 (4 FE) to PAN 150 (5FE). By doing so, all local need could be met. This investment may also resolve a significant and existing safeguarding issue that has clouded relations between the academy and the community.

						School years							Whole school projection	
Dfe No	School Name	Planning area	PA	Net ca	PROJ YEAR	7	8	9	10	11	12	13	TOTA	surplus / deficit place
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2019-20	124	146	117	102	105	45	41	680	+43
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2020-21	130	127	149	116	100	55	48	725	-2
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2021-22	152	132	129	147	113	55	58	786	-63
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2022-23	125	154	134	127	144	62	58	804	-81
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2023-24	141	127	156	132	124	77	65	822	-99
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2024-25	137	143	129	154	129	68	80	840	-117
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2025-26	134	139	145	127	151	70	71	837	-114
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2026-27	117	136	141	143	124	82	74	817	-94
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2027-28	141	119	138	139	140	69	85	831	-108
4000	South Nottinghamshire Academy	Rushcliffe East	120	723	2028-29	107	142	120	135	135	77	71	787	-64

Rushcliffe East	570	3754	2019-20	596	593	573	565	567	301	291	3486	+268
Rushcliffe East	570	3754	2020-21	654	602	596	566	560	323	303	3604	+150
Rushcliffe East	570	3754	2021-22	659	660	605	590	562	334	328	3738	+16
Rushcliffe East	570	3754	2022-23	642	670	667	603	589	342	343	3856	-102
Rushcliffe East	570	3754	2023-24	655	653	678	666	604	362	351	3969	-215
Rushcliffe East	570	3754	2024-25	661	665	660	676	666	377	370	4075	-321
Rushcliffe East	570	3754	2025-26	617	669	670	655	673	414	382	4080	-326
Rushcliffe East	570	3754	2026-27	617	625	674	665	652	421	420	4074	-320
Rushcliffe East	570	3754	2027-28	597	621	626	666	659	411	423	4003	-249
Rushcliffe East	570	3754	2028-29	576	600	621	617	659	417	412	3902	-148

20th July 2020

Agenda Item: 8

REPORT OF THE SERVICE DIRECTOR, COMMISSIONING AND RESOURCES**CHANGES TO THE CHILDREN'S CENTRE SERVICE STAFFING
ESTABLISHMENT****Purpose of the Report**

1. This report seeks approval to disestablish 5.92 fte of the Children's Centre Service District Finance and Data Officer posts and establish new permanent posts of 2 fte Business Support Officer (Grade 5), 2 fte Data and Monitoring Officer (Band A), and 1 fte Accounting Technician (Grade 4/5) with effect from 1st September 2020.

Information**Background**

2. The Children's Centre Service was transferred under the management of the Council on 1st June 2020. As agreed by Committee on 13th January 2020, the existing staffing structure was transferred.
3. The Children's Centre Service currently includes 5.92 fte District Finance and Data Officer (DFDO) posts in the structure, however two postholders recently resigned, leaving 1.7 fte vacancies and two localities without an identified DFDO function.
4. The current establishment by locality is:

Ashfield	0.81 fte
Bassetlaw	1 fte
Broxtowe	0.9 fte (vacant)
Gedling	0.8 fte
Mansfield	0.8 fte
Newark and Sherwood	0.81 fte
Rushcliffe	0.8 fte (vacant)
5. The District Finance and Data Officer job remit is to lead and manage the monitoring systems for the Children's Centre Service and they have the responsibility for ensuring timely data submissions within a defined locality. They also manage the administration and finance functions of the Service.

6. When the Children's Centre Service was commissioned to an external service provider, they were subject to a rigorous performance management process, however now that the service is managed in-house there will be less demand on this role to focus on performance; however capacity is still required to establish data processes, reporting through Mosaic and the Business Intelligence Hub, management of administration functions and financial reports and monitoring.

Proposal

7. The proposal is to disestablish the 5.92 fte DFDO posts and replace this function with the following posts which have been subject to Job Evaluation:
 - 2 fte Data and Monitoring Officers (Band A)
 - 2 fte Business Support Officers (Grade 5)
 - 1 fte Accounting Technician (indicative Grade 4/5)
8. The Children's Centre Service is currently managed by 2 fte Service Managers, with one covering the North and the other the South. It is proposed that there is a Data and Monitoring Officer and Business Support Officer for the North and South. The Accounting Technician role will be countywide and work alongside colleagues in the finance team.
9. These posts will be permanent and will report directly to the Children's Centre Service Managers, but will work very closely with corporate teams in Finance, Performance and Business Support.
10. The Data and Monitoring Officers will performance manage the Children's Centre Service in Nottinghamshire, collating and analysing data to show progress for children and families accessing the service. They will be responsible for case audits, databases, evaluation processes, reporting and they will work closely with the Corporate Performance team and Department's Information and Systems Team. They will be responsible for establishing and embedding new reporting systems, processes and quality assurance.
11. The Business Support Administrators will lead the day to day delivery of business support activities within a specified locality, ensuring the efficient use of staff and resources to meet business needs. They will be responsible for line managing all Administrators and Administrative Assistants in the service; there are 45 post holders in total, most of which are part-time. They will also be responsible for supporting business support apprentices including those for Care Leavers and other target groups. These post holders will work very closely with Corporate Business Support and will adopt corporate processes and systems straddling both Business Support Services and the Children's Centre Service.
12. The Accounting Technician will provide high quality advice, information, analysis and interpretation to finance colleagues and budget holders to underpin effective decision making. The role is expected to build strong relationships with finance colleagues and internal partners whilst supporting budget monitoring of the full-service budget of £9.8 million.
13. The DFDO current postholders will be enabled into the new roles through a ringfenced recruitment exercise. There are no employees at risk of redundancy because of this proposal.

14. Not all staff members are full-time, so postholders will be enabled into the posts based on their current hours as most do not want to work full-time. As an interim measure the posts have all been costed as 1 fte each, however most will be 0.8 fte so the budget required will be less than the figures detailed in the report.

15. The cost of proposals (based on each post being full-time) for a full year are as follows:

	Salary without on costs £	FTE	Total cost without on costs £
Business Support Officer (Grade 5)	26,317	2	52,634
Accounting Technician (Grade 4/5)	26,317	1	26,317 (based on Grade 5)
Data and Monitoring Officer (Band A)	31,371	2	62,742
			141,693

16. The current salaries for the DFDO posts vary from £21,195 to £30,112 (without on costs) which averages at £26,724. This is because they transferred to the Council under the TUPE process maintaining their different terms and conditions and salaries from their previous employer. The current total cost for salaries is £183,272 without pension contributions and other on costs, compared with £141,693 which is being proposed.

Other Options Considered

17. The option to retain the existing DFDO roles has been considered with some post holders covering two districts rather than one; capacity however would be too stretched in some areas, especially at a time when the service is learning new processes and systems, as well as working towards consistent practice across the service.

Reasons for Recommendations

18. The Children's Centre Service has a budget of £9.8 million. In order to ensure accurate reporting, monitoring and financial scrutiny during a time when the service is learning a wide range of new processes, dedicated capacity is required to support all 20 budget holders and help to embed Council procedures.

19. The service has 45 members of staff in Administration or Administrative Assistant roles; these postholders are currently line managed by a range of different roles depending on the district in which they work. It is felt that a countywide Business Support Team would ensure consistency across the County and enable administrators to work across districts to help address gaps in provision in other areas e.g. covering for a colleague who is on sick leave which could result in a building being closed as there is no one available to cover reception tasks. This function would also work closely with corporate Business Support Managers.

20. The Service is now adopting new processes such as the use of Mosaic and the Business Intelligence Hub. Additional processes are required to understand and assess the impact of our interventions, including evaluation of activities and outcomes for volunteers and other parents/carers who do not require a Mosaic record.

Statutory and Policy Implications

21. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Data Protection and Information Governance

22. Having dedicated Data and Monitoring functions will enable improved sharing of data with internal and external teams by helping to establish an automatic referral route between Mosaic and the NHS reporting database System One. The officers will be tasked to work with managers to refresh and review Data Protection Impact Assessments, Privacy Notices, consent procedures and will assist the workforce to ensure the service is compliant with data protection regulations.

Financial Implications

23. The proposals within the paper will lead to a budget saving of approximately £45,000 (excluding on-costs) in a full year by reducing the number of posts within the service and yet maintaining the functions required for the Children's Centre Service during this time of transition.
24. Establishing a dedicated Accounting Technician post will provide substantial capacity to help scrutinise budgets, ensure financial regulations are followed and support audit activities. It is therefore expected that this post holder will be critical in helping to make efficiencies in the longer term e.g. reviewing spend on staff travel expenses/toys and equipment.

Human Resources Implications

25. No employee is at risk of redundancy because of these proposals. The Council's enabling process will be undertaken to fill the new posts from the DFDO pool.

Safeguarding of Children and Adults at Risk Implications

26. Having dedicated capacity to focus on data and monitoring will help the Children's Centre Service workforce to make best use of Mosaic to identify and support children and families at greater risk. They will be tasked to work with the Departmental Information and Systems team to review and improve the use of Mosaic across the service.

Implications for Service Users

27. Parents and families who use the Children's Centre Service should be able to access Children's Centre premises more easily if administrators are managed centrally as they will help address capacity issues across a wider locality. Enabling the administrative workforce

to work more flexibly across Children's Centre Service sites will be achievable now that all staff members have mobile technology including their laptops.

RECOMMENDATION

- 1) That the following changes to the staffing establishment in the Children's Centre Service be approved with effect from 1st September 2020:
 - disestablish 5.92 fte District Finance and Data Officer posts
 - permanently establish 2 fte Business Support Officer (Grade 5), 2 fte Data and Monitoring Officer (Band A), and 1 fte Accounting Technician (Grade 4/5) posts.

Laurence Jones
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Constitutional Comments (KK 30/06/20)

28. The proposals in this report are within the remit of the Children and Young People's Committee.

Financial Comments (SAS 07/07/20)

29. The Children's Centres gross expenditure budget is £9.8m and £6.8m net of the Public Health contribution. The proposals within the paper will lead to a budget saving of approximately £45,000 (excluding on-costs) in a full year by reducing the number of posts within the service and yet maintaining the functions required for the Children's Centre Service during this time of transition. The 2020-21 part year effect is approximately £26,000 (excluding on-costs).
30. Establishing a dedicated Accounting Technician post will provide capacity to support budget holders with the management of their budgets and embed financial systems and processes within the new service.

HR Comments (BC 06/07/20)

31. The staffing implications are contained within the body of the report. There are no employees at risk of redundancy resulting from this proposal.

Background Papers and Published Documents

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

[Children's Centre Service Contract – report to Children and Young People's Committee on 18 March 2019](#)

[Children's Centre Service Proposals – report to Children and Young People's Committee on 13 January 2020](#)

Electoral Divisions and Members Affected

All.

C1373

20th July 2020

Agenda Item: 7

**REPORT OF THE SERVICE DIRECTOR, EDUCATION, LEARNING AND
SKILLS****CHANGE TO THE STAFFING STRUCTURE OF THE SENSORY TEAM WITHIN
SCHOOLS AND FAMILIES SPECIALIST SERVICES****Purpose of the Report**

1. To seek approval to convert a 0.6 fte specialist Teaching Assistant (Grade 4) vacancy in the Schools and Families Specialist Services (SFSS) staffing structure into a 0.6 fte Sensory Technician (Grade 4) post.

Information**The Current Staffing Structure**

2. The Sensory Team is one of the four teams that form Schools and Families Specialist Services. The Sensory Team offers support and advice to schools and families. They have contact with babies, young children and school students from the ages of 0-19 years who have a visual or hearing impairment.
3. Many of the young people on the Team's caseload are referred at birth and the principal referral route is via medical teams although referrals are also received and accepted from parents, schools and other settings.

Current staffing as shown on the structure:

- 7.7 fte Teachers of the Deaf (including 1 fte Educational Audiologist)
- 5¹ fte Teachers of the Visually Impaired
- 2.4 fte Specialist Teaching Assistants (supporting both hearing impaired (HI) and visually impaired (VI) children and young people)
- 1 fte Habilitation Officer
- 1 fte Sensory Technician/Teaching Assistant.

The current vacancies within the team are as follows:

- 2.1 fte Teachers of the Deaf
- 0.6 fte Specialist Teaching Assistant.

¹ There are currently 5.5 fte teachers of the visually impaired, following permission from the Schools Forum to recruit over the baseline to enable succession planning. It takes two years for a qualified teacher to obtain the additional qualification to become a specialist teacher of the deaf or of the visually impaired.

4. Despite attempts by the Sensory Team Lead to recruit to the vacant 0.6 fte Specialist Teaching Assistant post, it has not been possible to fill this vacancy. This has either been because the candidates did not have the right qualifications and/or experience. In addition none of the existing part-time Teaching Assistants wish to take on additional hours.
5. When Schools and Families Specialist Services was restructured in May 2019, the Sensory Technician post that had existed previously was converted into a hybrid Sensory Technician/Teaching Assistant role. The reason for this change was that it enabled the post holder, who is a qualified Teaching Assistant, to deliver training and provide support and advice in relation to the equipment they had provided. This was an efficient use of their time, school staff time and has also meant that there is continuity between the person delivering and installing the equipment and the person providing the advice and training around its use for children and young people who are blind or visually impaired.
6. Technical support for children and young people with visual impairments also involves producing resources, such as texts and examination papers in Braille, which can be a lengthy and involved process. Overall the change to the structure facilitated by the creation of a hybrid Sensory Technician/Teaching Assistant role has been very positive in terms of being able to support the needs with pupils who are visually impaired.
7. It has however become apparent that a consequence of the creation of this hybrid role is that there is less capacity to support the Audiologist with the repairs and servicing of radio aids for children and young people who are deaf or hearing impaired. The prohibitively high costs of brand new radio aids mean that the team has to purchase reconditioned radio aids. These reconditioned units are available at one tenth of the cost of a brand-new item, but as a consequence are much more labour intensive to maintain.
8. At present the Sensory Technician/TA is only able to give the hearing-impaired element of the technician role a maximum of one day per week of support. At peak times, this can be reduced to as little as an hour per week. This then impacts on the support that is available to the Teachers of the Deaf with regard to radio aids in terms of the setting up and maintenance of equipment. As a consequence the service to schools is slower and less responsive than would ideally be the case, with children and young people on occasion being without equipment for weeks rather than days.
9. There are additional key tasks that a Sensory Technician needs to undertake, which are detailed below, that are increasingly difficult to undertake systematically with the current level of staffing:
 - cataloguing all HI equipment allocated to schools and keeping accurate up to date records on the data base
 - monitoring repairs and upgrades and keeping equipment records updated on the data base (where equipment has to be sent externally for these repairs/upgrades)
 - budget control - monitoring expenditure and forecasting future spend, including identifying best value in accordance with the County Council's financial regulations
 - monitoring stock/ replacing sundries and consumables
 - monitoring use of equipment and completing accurate records for files
 - providing training for Sensory Team staff
 - attending training offered by companies to keep up to date with new systems
 - liaising with team members.

Rationale for change to the staffing structure

10. The rationale for requesting this change to the staffing structure has been prompted by three key factors:
 - the need to address the imbalance in the technical support available for children and young people who are deaf/hearing impaired compared with those who are visually impaired
 - the high numbers of active HI and VI cases requiring technical support (which show no sign of diminishing)
 - having two staff designated as Sensory Technicians will enable them to provide peer support regarding training and professional development, as well as being able to cover for each other e.g. during sickness absence.

Caseload numbers

11. There are currently 718 babies/children/pupils on the Sensory Team caseload of which 475 are active cases and have the most complex sensory needs. The Team keeps children and young people 'on-request'; this is where the need is not deemed to be high, but where advice may be required at key times, for example for transition between settings or phases of education. There are currently 243 children and young people in this category.
12. Of the active cases, 228 are children with a visual impairment and 247 are children with a hearing impairment. Caseload size is roughly similar across both visual and hearing impairment.

Caseload Complexity

13. The number of children who are accepted onto caseload born at 25 – 28 weeks gestation increases each year. Whilst overall the number of extremely premature babies referred to the team is small, the impact on services and their capacity to meet the needs of these children and their families is significant and shows no sign of reducing.
14. Extremely pre-term births are only one aspect of the increase in survivability of children with complex needs and conditions. This has been reflected in the growth in numbers of children who will require Braille to access the curriculum. In 2010 the Local Authority had three children who required this mode of access and there are now 11 children in mainstream schools. Braille users require specialist equipment and specialist input throughout their school career and as such are given priority for resourcing. There is also an increase in numbers of pupils who have a dual diagnosis, currently on caseload there are seven complex needs pupils with both a VI and HI diagnosis.
15. The Local Authority has seen an increase in the numbers of children who are born profoundly deaf. The use of Cochlear Implantation has meant that many of these children will be able to access speech and will not therefore require the additional resourcing associated with being dependent on British Sign Language. However the demand for personal FM systems (radio aids) increases as the HI population increases and campaigns led by national organisations campaign for FM systems to be provided for all pupils with a HI. There has been a 45% increase in the number of radio aids issued by the Sensory Team over the last 4-5 years. The numbers of children with a radio aid in infant school and nursery has gone up by about 5% and additional numbers of children with sound field systems used in conjunction with radio aids has increased by approximately 20%.

16. There has also been an increase in the number of children being issued with Bone Anchored Hearing Aids (BAHA5) and the development of new Bluetooth technology that works with this type of hearing aid accounts for a 20% increase in numbers of children with this new type of radio aid.
17. In total there are currently 147 children and young people in Nottinghamshire who have been issued with specialist equipment to support them with needs arising from their hearing impairment. The conversion of a vacant Teaching Assistant post to an additional Sensory Technician role within the Sensory Team will ensure that the team is better able to service the needs of this cohort of children and young people, which arise from the specialist equipment which has been issued to them.

Other Options Considered

18. No other options have been considered.

Reasons for Recommendation/s

19. The recommendation increases capacity to provide technical sensory support in particular for deaf and hearing impaired children and young people.

Statutory and Policy Implications

20. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment 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

21. There are no financial implications arising from the proposed change. A 0.6 fte Teaching Assistant post at Grade 4 costs £18,037, including on-costs. The proposed 0.6 fte Sensory Technician post which was part of the Schools & Families Specialist Services structure until May 2019 was similarly graded at Grade 4 and the salary costs are therefore identical.

Human Resources Implications

22. If this request is approved, it will result in a 0.6 fte vacant Teaching Assistant (Grade 4) post being disestablished from the Sensory Team staffing structure and the establishment of a new 0.6 fte Sensory Technician (Grade 4) post. As the 0.6 fte Teaching Assistant post is vacant there are no redundancy implications arising from the proposed structural change.

Implications for Service Users

23. The proposed change will better enable the Sensory Team to respond to the needs of children and young people with a hearing impairment in Nottinghamshire, their families, settings and schools. This is because it will increase capacity to provide technical sensory support in particular for deaf and hearing impaired children and young people. Historically it has not proved possible to recruit to a 0.6 fte Teaching Assistant post which has been vacant for some time. The proposal is intended to provide additional Sensory Technician

capacity to help support the increasing numbers and complexity of need of children and young people in Nottinghamshire with hearing and visual impairments.

RECOMMENDATION/S

- 1) That the Committee approves the following changes to the staffing structure of the Sensory Team within the Schools and Families Specialist Services:
 - the disestablishment of a 0.6 fte Teaching Assistant (Grade 4) post
 - the establishment of a 0.6 fte Sensory Technician (Grade 4) post.

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Constitutional Comments (KK 30/06/20)

24. The proposals in this report are within the remit of the Children and Young People's Committee.

Financial Comments (SAS 07/07/20)

25. There are no financial implications arising directly from this report. A 0.6 fte Teaching Assistant post at Grade 4 costs £18,037, including on-costs at the top of grade. The proposed 0.6 fte Sensory Technician post which was part of the Schools & Families Specialist Services structure until May 2019 was similarly graded at Grade 4 and the salary costs are therefore identical. The Schools & Families Specialist Services budget is £3.877m and is funded from the High Needs Block of the Dedicated Schools Grant.

HR Comments (BC 08/07/20)

26. The staffing implications are contained within the body of the report. As the 0.6 fte Teaching Assistant post is currently vacant, there are no redundancy implications arising from this report.

Background Papers and Published Documents

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

None.

Electoral Division(s) and Member(s) Affected

All.

C1372

20th July 2020

Agenda Item: 9

REPORT OF THE SERVICE DIRECTOR, COMMISSIONING AND RESOURCES**PROPOSALS FOR THE NOTTINGHAMSHIRE FAMILIES INFORMATION
SERVICE AND SPECIAL EDUCATIONAL NEEDS AND DISABILITY LOCAL
OFFER****Purpose of the Report**

1. To seek approval to bring the Families Information Service and Special Educational Needs and Disability (SEND) Local Offer functions currently delivered by Inspire back under the management of the Council from 1st April 2021.

Information**Families Information Service (FIS) and Special Educational Needs and Disability (SEND)
Local Offer in Nottinghamshire**

2. Nottinghamshire County Council currently commissions Inspire to deliver the Families Information Service (FIS) to fulfil the statutory duty laid out in Section 12 of the Childcare Act 2006 to offer a service providing information, advice and assistance about childcare and other activities to benefit parents, children and young people up to the age of 20 yrs and up to 25 yrs for those with SEND. Prior to the creation of Inspire, this function was managed by internal colleagues within the Library Service, and prior to that the function sat within the Council's Early Years Service.
3. Since 2015, FIS has also worked with the Commissioning and Placements Group and the Integrated Children's Disability Service team to fulfil statutory responsibilities under the Children and Families Act 2014, which places a statutory duty on local authorities to provide information, advice and support directly to children, young people and parents on matters relating to special educational needs and disability.
4. A Service Level Agreement is in place which details the requirements placed on Inspire to deliver both of these statutory duties on behalf of the Council. The purpose of the Agreement is to ensure that the correct elements and commitments are in place in order to meet the statutory requirements laid out in the Childcare Act 2006, the Children and Families Act 2014 and the SEND Code of Practice, relating to the provision of information, advice and assistance to parents of children and young people, aged up to 25 yrs. The Service Level Agreement began on 1st April 2016 and is due to expire on 31st March 2021. This is

referenced in the County Council's contract for Inspire and is performance managed by Early Childhood Services with support from the Commissioning and Placements Group.

5. The FIS fulfils the following functions:

- a) to maintain and update the Notts Help Yourself website, to include current information on services for families in Nottinghamshire
- b) to manage and update the Family Services Directory database of all local childcare providers and ensure Ofsted judgements are updated and included
- c) management of the FIS Facebook page for local parents
- d) training the Council's Customer Services Centre to address and appropriately direct parents' queries regarding support and services for children under the age of 5 yrs, childcare and the SEND Local Offer
- e) supporting the annual Childcare Sufficiency Assessment through consultation with local parents and carers
- f) facilitation of national and local surveys to better understand childcare costs
- g) active promotion of childcare entitlements including funding for eligible 2, 3- and 4-year olds and additional funding streams for low income families and children with SEND
- h) support the delivery of innovative methods to promote the SEND Local Offer in a variety of settings and with a range of audiences
- i) support new organisations/providers who need assistance with registering with the SEND Local Offer
- j) provision of information and guidance for existing early years and childcare providers located across the County, and for those wishing to become a new provider. This is achieved through the development and maintenance of data and web pages held on the Notts Help Yourself website
- k) promotion of campaigns and information for parents including 'flu immunisations, and activities to support home learning etc.

6. Inspire currently receives £105,985 from the Council per annum for FIS. This historically paid for 2 fte posts within Inspire, however there are now two part-time posts which include a 0.8 fte FIS Database Manager (Band A) and a 0.5 fte Local Offer Information Officer (Grade 3). Additional work to address queries from members of the public is addressed by the 'Ask Inspire' team who deal with a range of issues.

Proposal

- 7. It is proposed to bring the FIS back under the management of the Council to be provided through Early Childhood Services within the Commissioning and Resources Division of Children and Families Services from 1st April 2021.
- 8. This proposal will help to better integrate information for parents and families with children under the age of 5 yrs and information for children, young people and parents on matters relating to special educational needs and disability. The imminent transfer of the Children's Centre Service to the Council on 1st June 2020 provides an opportunity to have one overall strategic lead for all social media work and website information with consistent and appropriate messaging. The Children's Centre Service currently manages 18 Facebook pages for example, and it is intended to reduce these and align information campaigns such

as promoting childcare entitlements or SEND advice, whilst still providing local information, local services, partner events and activities.

9. Inspire already provides a range of universal activities for families with pre-school children e.g. 'Rattle, Rhyme and Roll' library sessions and the BookStart programme. These activities are funded separately and will continue after the FIS has transferred to the Council. Links between the Council and Inspire will remain in place so that activities and resources such as library sessions are actively promoted to local families.
10. The proposal will also ensure that information for parents on a range of issues such as sleep routines, managing challenging behaviour, promoting home learning environments and improving school readiness will continue to be provided through Notts Help Yourself and social media opportunities. FIS will continue to maintain the Notts Help Yourself website on behalf of Children and Families Services.

Other Options Considered

11. The option to continue the Service Level Agreement with Inspire until 31st March 2023 has been explored, however Inspire currently lead on two statutory duties placed on the Council and it is felt that these are better placed with the Council who will ensure duties are fulfilled whilst evidencing value for money.
12. The option to procure a standalone FIS service (which includes the SEND Local Offer) has been explored, however the benefits of integrating service provision with Early Childhood Services, the Children's Centre Service and SEND services within the Council are substantial. FIS will also benefit from closer working with the Council's Communications and Marketing team and the Customer Service Centre.

Reason for Recommendation

13. The benefits of the proposal to bring the service in-house include:
 - a) there will be increased assurance that Council statutory duties are delivered effectively and efficiently.
 - b) closer working between FIS and Early Childhood Services to fulfil statutory duties for childcare sufficiency and increased ownership of targets to increase take-up rates of childcare entitlements.
 - c) closer working with FIS, the Commissioning and Placements Group and SEND services will support the statutory duty to develop and promote the SEND Local Offer.
 - d) there will be closer alignment with Children's Centre Service which will be brought under the management of the Council from 1st June 2020, ensuring direct communication and consultation with families to improve outcomes.
 - e) potential to further develop the FIS function to provide enhanced analysis of data and improve overall communications activity, for example the promotion of funded childcare places and public health promotion campaigns, support for parents, and increased opportunity for alignment of FIS and Local Offer communications activity.

- f) increasing the take up of funded childcare entitlements for 2 year olds from low income households remains a local priority. It is envisaged that the FIS function once in-house will be able to work with Early Childhood Services to proactively contact eligible parents by phone, email and post to increase take-up rates.
- g) FIS skills and knowledge could be shared with Children and Families Services colleagues and there would be closer working in shared priorities, for example the Childcare Sufficiency Assessment, Early Years Provider briefings, the Care Leavers Local Offer, and support for families to gain employment.
- h) increased opportunity for sharing of knowledge between the services and identifying gaps in provision on the Local Offer and Notts Help Yourself, for example SEND specific services around early years and childcare.
- i) improved monitoring in terms of responses to providers' requests for assistance with registering on the Local Offer.
- j) the ongoing work of tagging records on the Local Offer and approval of records for the Local Offer site to ensure their relevance can be more closely monitored.

Statutory and Policy Implications

- 14. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

Data Protection and Information Governance

- 15. If the proposal to bring the FIS function under the management of the Council is approved, data sharing will be improved and will be permitted under General Data Protection Regulation (GDPR) processes.
- 16. Each term, the Department of Work and Pensions sends local authorities a list of all 2 year olds from low income households that are eligible for 15 hours of funded early education per week; councils are permitted to retain this data for three weeks before it is destroyed. As take-up rates in Nottinghamshire are at 80%, further work is required to make contact with these families within this three week window. The FIS post holders will have access to this data and will be tasked to work alongside the Children's Centre Service to contact all parents to promote entitlements and signpost to high quality childcare providers whilst continuing to ensure GDPR compliance by making contact within the three week time limit set by the Department of Work and Pensions.

Financial Implications

- 17. Early Childhood Services provide £93,985 per annum using funds from the Early Years block of the Dedicated Schools Grant (DSG) to pay for 0.8 fte FIS Database Manager who is supported by the wider 'Ask Inspire' team.

18. This early years budget also includes an allocation of £3,100 per annum which funds the delivery costs for the BookStart programme led by Inspire. Funding will continue to be provided to Inspire to continue this successful evidence-based scheme which is funded by Arts Council England. The Council is exploring expanding this financial contribution to enable BookStart packs to be delivered to Children's Centres as well as Health Centres, Libraries and Early Years settings. It is anticipated that additional funding from the Early Years block of the Dedicated Schools Grant will be sought to fund these delivery charges. It is anticipated that approximately £5,000 of the grant will be available for Bookstart in addition to the £93,985 which will be retained to fund FIS in 2021/22 subject to the agreement of the Schools Forum.
19. The Commissioning and Placements Group provides £12,000 per annum for the delivery of the SEND Local Offer, which funds a part-time (0.5 FTE) Information Assistant to ensure the SEND element of the information is accurate and current, in line with Local Offer requirements.
20. The report highlights a number of potential benefits of bringing the service under the management of the Council. It is proposed that the £105,985 allocated to the service will enable the creation of an additional post increasing capacity to fulfil both statutory duties and additional tasks including supporting communications activities with families for the wider Children and Families Services.

Human Resources Implications

21. Bringing the Families Information Service back under the management of the Council will potentially result in the TUPE of two posts into the Council from Inspire. These posts include the 0.8 fte Database Manager (Band A) and 0.5 fte Local Offer Information Assistant (Grade 3). TUPE consultation with both postholders will take place by December 2020.
22. The Ask Inspire team within Inspire also support these functions, however this is less than 50% of their role so agreement has been reached with Inspire that these posts will not transfer.

Safeguarding of Children and Adults at Risk Implications

23. If the service is brought back in-house, there is an expectation that children and families will experience an improved package of services from the Council by FIS working collaboratively with other Council services.

Implications for Service Users

24. FIS will continue to provide information on childcare, education, employment, health, leisure and parenting to benefit parents, children and young people up to the age of 25 yrs. FIS will continue to undertake user satisfaction activity to identify and implement further improvements to the service, as highlighted by service users.

RECOMMENDATION

- 1) That the proposal to bring the Families Information Service and Special Educational Needs and Disability Local Offer functions back under the management of the Council from 1st April 2021 be approved.

Laurence Jones
Service Director, Commissioning and Resources

For any enquiries about this report please contact:

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Constitutional Comments (AK 30/06/20)

25. The report falls within the remit of Children and Young People's Committee under its terms of reference. Legal advice should be sought on the contractual arrangements set out in this report.

Financial Comments (SAS 08/07/20)

26. The budget for the Family Information Service is £105,985 and of that £93,985 is funded from the centrally retained element of the DSG Early Years Block which is £1,461,431 and £12,000 from the short breaks budget of £1,134,289. If any changes are proposed to the service following the transfer to the management of the Council the financial implications will need to be assessed together with the available funding.

HR Comments (BC 06/07/20)

27. The staffing implications are contained within the body of the report. Appropriate consultation will occur with both postholders in line with TUPE requirements.

Background Papers and Published Documents

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

Families Information Service & Notts Help Yourself Mystery Shopper Summary Report 2019

Service Level Agreement between Nottinghamshire County Council and Culture Learning and Libraries (Midlands) trading as Inspire. April 2016 (revised April 2018)

Electoral Divisions and Members Affected

All.

C1361

20 July 2020**Agenda Item: 10****REPORT OF THE SERVICE DIRECTOR, CUSTOMERS, GOVERNANCE AND
EMPLOYEES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2020-21.

Information

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.
5. The meeting dates and agenda items are subject to review in light of the ongoing COVID-19 period.

Other Options Considered

6. None.

Reason for Recommendation

7. To assist the committee in preparing its work programme.

Statutory and Policy Implications

8. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

- 1) That the Committee considers whether any amendments are required to the Work Programme.

Marjorie Toward

Service Director, Customers, Governance & Employees

For any enquiries about this report please contact:

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Constitutional Comments (HD)

7. The Committee has authority to consider the matters set out in this report by virtue of its terms of reference.

Financial Comments (NS)

8. There are no direct financial implications arising from the contents of this report. Any future reports to Committee on operational activities and officer working groups, will contain relevant financial information and comments.

Background Papers

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.

- None

Electoral Division(s) and Member(s) Affected

- All

CHILDREN & YOUNG PEOPLE'S COMMITTEE - WORK PROGRAMME 2020-21

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER	REPORT AUTHOR
21 September 2020			
Children and young people core data set - performance and finance quarterly reports	Quarterly performance report	Nigel Stevenson	Dave Gilbert
Nottinghamshire Special Educational Needs &/or Disabilities Policy (2020-2023)		Marion Clay	Chris Jones
Manners Sutton Primary School, Averham, Newark – proposed consultation regarding closure		Marion Clay	Marion Clay
Communications strategies for first admission to primary school and transfer from infant to junior/ primary school in September 2021; and for Nottinghamshire's consultation on admission arrangements 2022-2023		Marion Clay	Karen Hughman/ Claire Wilcoxson
Remodelling project for Early Support Service		Laurence Jones	Chris Jones
Consultation on closure of the residential at Fountaindale Special School		Laurence Jones/ Marion Clay	Chris Jones
Local Transformation Plan for children and young people's emotional and mental health	Six-monthly update	Jonathan Gribbin	Katharine Browne
Corporate Parenting items:			
National Minimum Fostering Allowances and Levels Payments to Foster Carers 2020/21	Annual determination	Steve Edwards	Ty Yousaf/ Tara Pasque
Sexual abuse and harmful sexual behaviour involving children in the care of the Council		Laurence Jones	Laurence Jones
Staffing changes in the CAMHS Looked After and Adoption team		Steve Edwards	Cheryl Smith
Update on Nottinghamshire's Local Offer for Care Leavers		Steve Edwards/ Marion Clay	Marion Clay
Foster carers items			

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER	REPORT AUTHOR
2 November 2020			
Outcomes of Ofsted inspections of schools 2019/2020		Marion Clay	Diane Ward
Best Start Strategy 2020-2025		Laurence Jones	Irene Kakoullis
School Building Improvement Programme update		Derek Highton	Phil Berrill
School Capital Programme progress report	Six-monthly update	Derek Highton	Mick Allen
Your Nottinghamshire, Your Future – Departmental Strategy: six month review of progress (October 2019 to March 2020)	Six-monthly review	Colin Pettigrew	Matt Garrard
Strategy for Improving Educational Opportunities for All – six monthly update		Marion Clay	Koni Rakhit
Progress on Improving the Effectiveness and Efficiency of the Children's Services Plan	Quarterly update	Laurence Jones	Laurence Jones
Local Authority governor appointments to school governing bodies	Quarterly report	Marion Clay	Sarah Sayer
Flooding within schools - update		Derek Highton	Phil Berrill
Corporate Parenting items:			
Child Sexual Exploitation and Children Missing from Home and Care: annual report 2019/20	Annual update	Laurence Jones	Joe Foley/ Hazel McKibbin
Provision, achievements and progress of the Children in Care Council and participation of children and young people looked after 2019/20		Steve Edwards	Pom Bhogal
30 November 2020			
Harmful Sexual Behaviour by children – annual report		Laurence Jones	Joe Foley
Schools Forum and Education Trust Board officer group report	Annual officer group report	Marion Clay	Marion Clay
Childcare Sufficiency Assessment 2020	Annual report	Laurence Jones	Irene Kakoullis
Nottinghamshire Safeguarding Children Partnership annual report 2019/20	Annual report	Laurence Jones	Steve Baumber
Tackling Emerging Threats to Children Team		Marion Clay	Sarah Lee
Elective Home Education update	Six-monthly update	Marion Clay	Ruth Hardy

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER	REPORT AUTHOR
Children Missing Education	Six-monthly update	Marion Clay	Karen Hughman/ Ruth Hardy
Update on the Remodelling Practice programme	Quarterly report	Steve Edwards	Lucy Peel/ Holly Smitheman
Corporate Parenting items:			
Independent Reviewing Officer Service annual report		Laurence Jones	Izzy Martin
Children's Homes Governance Board update	Six monthly report	Laurence Jones	Laurence Jones
Partnership Strategy for Looked After Children and Care Leavers 2018-2021	Annual report on work of Partnership Board & impact of Strategy	Laurence Jones/ Marion Clay	Marion Clay
Virtual School annual report	Annual report	Marion Clay	Sue Denholm
Foster carers items			
18 January 2021			
Children and young people core data set - performance and finance for Quarter 2 2020/21	Quarterly performance report	Nigel Stevenson	Dave Gilbert
Children's Services Workforce Health Check Survey 2020	Annual report	Laurence Jones	Liz Maslen
Child Obesity Trailblazer		Laurence Jones	Irene Kakoullis/ John Wilcox
Troubled Families Programme in Nottinghamshire update	Six-monthly update	Steve Edwards	Rachel Miller
Children Missing Education	Six-monthly update	Marion Clay	Karen Hughman/ Ruth Hardy
Nottinghamshire Outstanding Achievement 4Uth Award 2020	Annual update report	Laurence Jones	Pom Bhogal
Corporate Parenting items:			
Adoption East Midlands Regional Adoption Agency update: April to September 2020		Steve Edwards	Tracey Coull
Update on IICSA Action Plan		Colin Pettigrew	Pam Rosseter
Promoting and improving the health of Looked After Children	Annual report and including CAMHS Looked After and Adoption team annual report	Steve Edwards	Lucy Peel/ Katharine Browne
Fostering Service annual report		Steve Edwards	Ty Yousaf
Contact Service annual report	Annual report	Steve Edwards	Devon Allen

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER	REPORT AUTHOR
Improving the emotional health of looked after children	Six-monthly update	Steve Edwards	Lucy Peel/ Katharine Browne
22 February 2021			
Progress on Improving the Effectiveness and Efficiency of the Children's Services Plan	Quarterly update	Laurence Jones	Laurence Jones
Your Nottinghamshire, Your Future – Departmental Strategy: six month review of progress (April to September 2020)	Six-monthly review	Colin Pettigrew	Matt Garrard
Admissions applications in the normal admissions round to Nottinghamshire schools and academies – academic year 2020/21		Marion Clay	Mike Sharpe/Claire Wilcoxson
Nottinghamshire school admission arrangements 2022-23: determination		Marion Clay	Karen Hughman/ Mike Sharpe/ Claire Wilcoxson
Local Transformation Plan for children and young people's emotional and mental health - update	Annual refresh	Jonathan Gribbin	Katharine Browne/ Rachel Clark
Update on the Remodelling Practice programme	Quarterly report	Steve Edwards	Lucy Peel/ Holly Smitheman
Principal Child and Family Social Worker - annual report 2019/20	Annual report	Steve Edwards	Diana Bentley
Local Authority governor appointments to school governing bodies	Quarterly report	Marion Clay	Sarah Sayer
Corporate Parenting items:			
Destination of Year 12-13 Looked After young people cohort 2020-2021		Marion Clay	Sue Denholm
Outcomes of review of governance arrangements of Looked After Children care settings		Laurence Jones	Laurence Jones
15 March 2021			
Children and young people core data set - performance and finance for Quarter 3 2020/21	Quarterly performance report	Nigel Stevenson	Dave Gilbert

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER	REPORT AUTHOR
Corporate Parenting items:			
Fostering Service recruitment and marketing plan 2021/22		Steve Edwards	Sophie Eadsforth/ Tara Pasque
Foster carers items			
19 April 2021			
Strategy for Improving Educational Opportunities for All – six monthly update		Marion Clay	Koni Rakhit
School Capital Programme progress report	Six-monthly update	Derek Higton	Phil Berrill/ Mick Allen
Schools Forum and Education Trust Board officer group report	Annual officer group report	Marion Clay	Marion Clay
Corporate Parenting items:			
Children's Homes Governance Board update	Six monthly reports	Laurence Jones	Laurence Jones
Provision, achievements and progress of the Children in Care Council and participation of children and young people looked after 2020/21		Steve Edwards	Pom Bhogal
Contact Service annual report	Annual report	Steve Edwards	Devon Allen
21 June 2021			
Children and young people core data set - performance and finance for Quarter 4 2020/21	Quarterly performance report	Nigel Stevenson	Dave Gilbert
Children Missing Education	Six-monthly update	Marion Clay	Karen Hughman/ Ruth Hardy
Child Sexual Exploitation and Children Missing from Home and Care: six monthly update	Six monthly update	Laurence Jones	Joe Foley/ Hazel McKibbin
Progress on Improving the Effectiveness and Efficiency of the Children's Services Plan	Quarterly update	Laurence Jones	Laurence Jones
Update on the Remodelling Practice programme	Quarterly report	Steve Edwards	Lucy Peel/ Holly Smitheman
Elective Home Education update	Six-monthly update	Marion Clay	Ruth Hardy
Children Missing Education	Six-monthly update	Marion Clay	Karen Hughman/ Ruth Hardy
Local Authority governor appointments to school governing bodies	Quarterly report	Marion Clay	Sarah Sayer

REPORT TITLE	BRIEF SUMMARY OF AGENDA ITEM	LEAD OFFICER	REPORT AUTHOR
Corporate Parenting items:			
Improving the emotional health of looked after children	Six-monthly update	Steve Edwards	Lucy Peel/ Katharine Browne
Child Sexual Exploitation and Children Missing from Home and Care: annual report 2020/21	Annual update	Laurence Jones	Joe Foley/ Hannah Johnson
Fostering Service annual report		Steve Edwards	Ty Yousaf
Virtual School annual report	Annual report	Marion Clay	Sue Denholm
Independent Reviewing Officer Service annual report		Steve Edwards	Izzy Martin
National Minimum Fostering Allowances and Levels Payments to Foster Carers 2021/22	Annual determination	Steve Edwards	Ty Yousaf/ Tara Pasque
19 July 2021			
Corporate Parenting items:			
Foster carers items			