

## Children and Young People's Committee

**Monday, 14 July 2014 at 10:30**

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

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### AGENDA

- |    |  |              |
|----|--|--------------|
| 1  | Minutes of the previous meeting held on 16 June 2014   | 3 - 6        |
| 2  | Apologies for Absence  |              |
| 3  | Declarations of Interests by Members and Officers:- (see note below)<br>(a) Disclosable Pecuniary Interests<br>(b) Private Interests (pecuniary and non-pecuniary) |              |
| 4  | Schools Capital Programme - progress report  | 7 - 46       |
| 5  | Proposed Variation to Nottinghamshire Admission Arrangements   | 47 - 54      |
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| 10 | Child Sexual Exploitation Update   | 97 - 102     |
| 11 | Progress of Encompass Nottinghamshire<br>Informing schools of domestic abuse incidents   | 103 -<br>108 |

12	Changes to the staffing establishment in Children's Social Care	109 - 114
13	Members' visit to Outdoor and Environmental Education residential centres	115 - 118
14	National Children and Adult Services Conference 2014	119 - 122
15	Work Programme	123 - 126

### **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>



## minutes

Meeting CHILDREN & YOUNG PEOPLE'S COMMITTEE

Date 16<sup>th</sup> June 2014 (commencing at 10.30am)

### Membership

Persons absent are marked with an 'A'

### COUNCILLORS

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

Allan Bell  
Boyd Elliott  
Alice Grice  
Keith Longdon

Philip Owen  
Sue Saddington  
Jacky Williams  
John Wilmott

Ex-officio (non-voting)  
A Alan Rhodes

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

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

### OFFICERS IN ATTENDANCE

Sara Allmond	Policy, Planning and Corporate Services
Diana Bentley	Children, Families and Cultural Services
Steve Edwards	Children, Families and Cultural Services
Justine Gibling	Children, Families and Cultural Services
Janie Goodman	Children, Families and Cultural Services
Jon Hawketts	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 CHANGE

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 19<sup>th</sup> May 2014, having been circulated to all Members, were taken as read and were confirmed and signed by the Chairman.

## **APOLOGIES FOR ABSENCE**

An apology for absence was received from Mr John Rudd (other Governor business)

## **DECLARATIONS OF INTEREST**

None

## **CHILDREN'S SOCIAL WORK HEALTH CHECK ACTION PLAN 2014**

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

### **RESOLVED 2014/048**

That the progress which has been made in carrying out the objectives of the Children's Social Work Health Check Action Plan 2014 be noted.

## **NOTTINGHAMSHIRE CHILDREN'S SERVICES QUALITY ASSURANCE FRAMEWORK**

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

### **RESOLVED 2014/049**

That the outcomes from activity undertaken within the Children's Services Quality Assurance framework for the period January to March 2014 (quarter 4) be noted.

## **PROPOSALS FOR ENHANCING THE CAPACITY OF DERRYMOUNT SPECIAL SCHOOL BY USING THE SITE OCCUPIED BY DAYBROOK LEARNING CENTRE FOLLOWING ITS CLOSURE IN AUGUST 2014**

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

### **RESOLVED 2014/050**

- 1) That the proposal to increase the capacity of Derrymount Special School in order to develop specialist arrangements for pupils with complex social emotional and behavioural difficulties (SEBD) associated with autism be approved.
- 2) That the potential for further developments at other special schools be noted.

## **EARLY EDUCATION FOR 2 YEAR OLDS AND STATUTORY GUIDANCE FOR CHILDCARE**

Justine Gibling introduced the report and responded to questions and comments from Members.

### **RESOLVED 2014/051**

- 1) That the information on proposed changes to the statutory duties for local authorities regarding early education and childcare that come into effect later this year, and the update on the Council's current position and proposed response to such changes be noted.
- 2) That the progress of the roll out for the Education Entitlement for two year olds in Nottinghamshire be noted.

## **NOTTINGHAMSHIRE MUSIC EDUCATION HUB – PROGRESS REPORT**

Steve Bradley and Elaine Atkinson introduced the report and responded to questions and comments from Members.

### **RESOLVED 2014/052**

That the progress of the Nottinghamshire Music Education Hub and the challenges related to meeting the outcomes required by the Department for Education in return for Music Hub funding be noted.

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

### **RESOLVED 2014/053**

- 1) That the outcome of the Section 19 Notices published under the provisions of the Education and Inspections Act 2006 concerning Mattersey and Winthorpe Community Primary Schools be noted.
- 2) That the Committee agrees to the implementation of the proposals with effect from 8 September 2014 to respectively lower the existing age limits of Mattersey and Winthorpe Community Primary Schools from 5-11 to 3-11 years, thereby enabling the schools to admit children to attend early years education places.

## **AWARD OF SCHOOL TRANSPORT SERVICE TENDERS**

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

### **RESOLVED 2014/054**

That the award of school transport service contracts as set out in appendix A of the report be approved.

**WORK PROGRAMME**

**RESOLVED 2014/055**

That the Committee's work programme be noted.

The meeting closed at 12.00 pm

**CHAIRMAN**

M\_16June2014

**14 July 2014****Agenda Item: 4****REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE  
SCHOOLS CAPITAL PROGRAMME – PROGRESS REPORT****Purpose of the Report**

1. The purpose of this report is to:
  - provide an update to the Committee on the progress in delivering the various programmes of investment that comprise the Schools Capital Programme;
  - seek the endorsement of the Committee to the bid for funding under the auspices of the second tranche of the government's Priority Schools Building Programme; and
  - seek approval for the new School Place Planning and Capital Strategy, including the process for establishing new schools in Nottinghamshire when and where these are required.

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

2. The Schools Capital Programme consists of a number of discrete programmes of investment, predominantly:
  - School Places Programme
  - Schools Capital Refurbishment Programme (SCRIP)
  - Priority Schools Building Programme (PSBP)
  - Schools Access Initiative
  - Capital projects arising from the implementation of the Universal Infant Free School Meals Initiative.
3. The School Places Programme contributes to discharging the statutory function of the Local Authority to provide sufficient school places. It is an on-going annual programme that delivers new schools and/or expansions to existing schools to coincide with the arrival of new cohorts of pupils from September. The programme is funded via government grant (Basic Need Grant), which allocates funding to local authorities on an annual basis as a result of data provided to it about school capacities, Published Admission Numbers and projected future demand for places. The Programme is supplemented by additional funding provided by the County Council.

4. The SCRP represents a major programme of investment to address the deteriorating condition of schools that is beyond the scope of the Council's annual planned maintenance programme and for which the amount of capital funding delegated directly to individual schools is insufficient to address major items of work. Some funding for this programme is also provided by government grant (Capital Maintenance Grant), though the majority of the funding for the current SCRP is provided by the County Council.
5. The PSBP is a government funded and managed programme. The current programme provides for whole-school rebuilds, and will provide a total of 15 new schools across Nottinghamshire over the next 2-3 years – the most in any single local authority area. The Government has recently announced a second tranche of PSBP funding, which is targeted at replacing specific buildings / blocks within a school site which meet the defined criteria regarding their [poor] condition.
6. Taken across the period 2012 to 2016/17, the total investment across the School Places Programme and the SCRP amounts to £162m. This does not include the value of the funding for Nottinghamshire schools via the PSBP which is managed by central government. It is estimated this would bring the total investment to a figure in excess of £250m.

### **School Places Programme**

7. Since the time of the last capital programme update to Committee in December 2013, works to complete the programme of school expansions for 2013/14 academic year have concluded. In all, significant works to provide additional places were undertaken at 18 schools at a total cost of £17.2m.
8. At the same time, works have been progressing to deliver the additional places at those schools identified as requiring investment to providing additional places for the 2014/15 academic year, i.e. from September 2014. Since the time of the last update to this Committee, colleagues in the Council's property services have been managing these projects, seeking approvals from Finance and Property Committee and Planning and Licensing Committee as appropriate in relation to budgetary and planning approval. A list of the schools that are receiving investment via the 2014 School Places Programme is attached as **Appendix 1**. One of the schools on the list – Rushcliffe Academy – will receive funding from the Council towards the cost of a major capital project that it is undertaking to create a new post-16 studies centre at the school. The majority of the funding is being provided by central government, with the Council's funding specifically targeted at the provision of additional places in line with its statutory responsibility for ensuring sufficiency of places across all schools, irrespective of governance. This brings the total investment across these 16 schools to approximately £14.5m.

### **Schools Capital Refurbishment Programme**

9. The current SCRP was approved at the meeting of the County Council in May 2011. The objective of the Programme is to maintain key elements of the fabric of the schools estate and to address urgent health and safety matters. It focuses on major items of repair and maintenance in relation to roofs, external elevations, and mechanical/electrical installations, driven by information contained in schools condition survey



reports. It will ultimately deliver major refurbishment works at over 300 schools: effectively every school in the County that has not been recently rebuilt and/or received significant capital investment through other means.

10. It is anticipated that works at all schools will be completed by September 2015. Works that fall outside of the scope of the Programme as described above or which are beyond that which can be afforded within the agreed allocation of funds to individual projects, will only be undertaken if a school is able to add its own delegated funding to the project budget allocated for the works at that particular site.
11. Currently, work is completed or underway at over 200 schools. The process of scheduling the planning and preparatory work at the remaining 120 schools is also underway, including procuring the necessary survey work to confirm the scope of works that will be undertaken, in line with the objectives of the Programme. The total value of investment in the school estate through the SCRIP is £90m; the value of works accounted for to date totals £54m, which is in line with the financial projections for the Programme as a whole.
12. A list of the schools within the SCRIP is provided at **Appendix 2**.

### **Priority Schools Building Programme**

13. The PSBP is a central government funded and managed school rebuilding programme. It provides whole-school rebuilds based on a model that triangulates the condition of the fabric of the building, ongoing repairs and maintenance liabilities, and the cost of rebuilding. The County Council was more successful than any other local authority in terms of the number of successful bids for this programme. A total of 15 schools will be rebuilt through this programme, as listed in **Appendix 3**. The new schools are due to be completed for occupation from late 2015 onwards
14. The new schools will be rebuilt to a (standardised) baseline design. Whilst there is no expectation of a funding contribution from the Local Authority for the new school buildings per se, the DfE funding model for construction is very tight. There is no provision for new furniture and equipment (it assumes re-use of existing), and our engagement with DfE colleagues managing the Nottinghamshire projects has indicated potential financial risks for the County Council in relation to a number of issues, including planning conditions and the asbestos-related costs of demolishing the existing buildings. The Council has thus developed a detailed analysis of its exposure to financial risk arising out of the PSBP with the objective of containing it within the overall quantum of funding allocated to the schools capital programme, i.e. the £162m referred to in paragraph 6 above. This is currently the case, and officers are continuing to work closely with DfE officials to ensure the smooth delivery of the programme in Nottinghamshire whilst ensuring there is full understanding by all parties to the financial implications that are deemed outside of the scope of the government funding.
15. The government has recently announced a second tranche of PSBP funding. This is different in scope to the current programme in that, whilst it retains the possibility of a whole school rebuild, it also includes for complete refurbishment of a school or rebuild/refurbishment of individual school buildings. In this regard, officers are in the process of compiling a bid for Nottinghamshire's maintained schools, which prioritise specific school

buildings (e.g. those that are 'system-build') that were not deemed to be such a high priority under the criteria for the previous round of the PSBP but which meet the criteria for the current round of bids.

16. The deadline for submission of bids to the Education Funding Agency is Wednesday 18 July 2014. The final list of schools that constitute the Nottinghamshire bid is not available at the time the agenda was published. It will be made available to Committee members in advance of the meeting, and further information will be presented to members at the meeting. Subject to Committee approval, the bid will subsequently be submitted to the DfE. The current timetable anticipates that successful bids will be announced by the end of 2014.

### **Schools Access Initiative / Universal Infant Free School Meals Initiative**

17. The capital implications arising out of these two initiatives complete the current scope of the schools capital programme. The Schools Access Initiative provides for adaptations to schools in order that the buildings are able to meet the specific needs – in relation to accessibility – of a young person who is seeking a place at that school. The initiative has been in operation for some time and thus an increasing number of schools already have the requisite degree of accessibility. Equally, in many cases the scope of the adaptation works are of a scale that does not constitute a formal capital project. Nevertheless, experience shows that there are usually 5-6 more substantial capital projects required per annum. The total anticipated spend on this initiative during 2014/15 is £579,000, which will be met from within the overall quantum of funding allocated to the schools capital programme.
18. In 2013, the government announced the Universal Infant Free School Meal Initiative, which will provide a free school meal to all key stage one pupils who wish to have one from September 2014. A specific capital grant was allocated to each local authority to fund adaptations to kitchens, including additional equipment, in order to provide the additional capacity to meet the expected increase in demand. The capital grant provided to Nottinghamshire is £1.715m, and officers in the schools catering service are working with colleagues in property to prioritise the allocation of this funding and deliver the necessary capital works. Though not all of the larger capital projects will be completed by September 2014, the schools catering service has plans in place to ensure that the additional demand for school meals will be met from September 2014.

### **School Place Planning and Capital Strategy**

19. A revised and updated School Place Planning and Capital Strategy is attached for consideration at **Appendix 4**. This sets out the current context for planning school places, including the key principles that will underpin decisions on planning additional places, together with an outline of the forecasting methodology by which future demand for places is forecast on a school-by-school basis. It will drive the school places programme over the coming years; indeed it includes a list of the areas / communities around the County where it is envisaged there may be a shortage of places compared to anticipated demand, and thus where schools are being considered for expansion from September 2015 (see page 13 of the strategy for details).

20. Subject to the Committee's approval of the strategy, reports will be brought back to this Committee in order that it may give its approval to undertaking the relevant statutory processes at specific schools which data show to require a significant expansion (greater than 25%), in line with the requirements of Section 19 of the Education and Inspections Act 2006. Equally, reports will be presented to the Finance and Property Committee and the Planning and Licensing Committee to seek budgetary and planning approval respectively over the coming months as part of delivering the 2015 school places programme.
21. The strategy also includes a recommended process for establishing a brand new school in Nottinghamshire, in line with current legislation which requires local authorities to seek proposals for the establishment of an Academy or Free School whenever the need for a new school is identified. This is set out in Appendix 1 of the strategy (pages 14 and 15) and, subject to approval by this Committee, will be the basis upon which any school is procured from this point onwards.

### **Other Options Considered**

22. No other options have been considered.

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

23. Projected demand for school places indicate that without investment in additional school places at the locations identified there will be a shortfall in school places. The Local Authority would be in breach of its statutory duty to provide sufficient school places.

### **Statutory and Policy Implications**

24. 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.

### **Implications for Service Users**

25. The School Places Programme seeks to ensure there will be sufficient school places for children living within the Local Authority area, and that the recommended 5% provision for the exercise of parental choice will be met.

### **Financial Implications**

26. Financial provision for the elements that comprise the Schools Capital Programme are reconciled annually as part of the Council's overall budget setting process, taking account of the most recent grant and other forms of income from government and other bodies that contribute to the overall funding of the Programme, together with the anticipated actual spend across the range of projects. Realistic assumptions about future sources of external income / grants have been built into the overall financial planning for the Programme, and robust arrangements are in place to monitor these over the course of the Programme.

## **Public Sector Equality Duty Implications**

27. Children within the Local Authority area will be able to access school places locally. All new build schemes will meet requirements for disabled access and special needs.

## **Human Rights Implications**

28. The provision of additional school places in refurbished schools will facilitate parental preference via the school admissions process.

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

29. All new build schemes will take account of safeguarding needs and requirements.

## **Human Resources Implications**

30. Where schools are expanding, appropriate levels of teaching staff will be appointed and funded from increases in the delegated school budget triggered by the increased number in pupils.

## **Implications for Sustainability and the Environment**

31. Increasing the number of school places is demonstrated by sustainable demand. All new projects will require planning consent and will meet Building Regulations which reflect environmental and sustainability targets. By providing local school places the need for travelling by car can be reduced.

## **RECOMMENDATION/S**

That:

- 1) the progress in delivering the Schools Capital Programme be noted.
- 2) a bid be made to central government for funding via the second tranche of the Priority School Buildings Programme (PSBP2), as agreed following the presentation made at the meeting.
- 3) the School Places and Capital Strategy is approved, including further work to confirm the list of schools for possible expansion from September 2015.
- 4) the process for establishing a new school, as set out in the School Places and Capital Strategy, is approved
- 5) a further update be provided to this committee in six months.

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

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

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T: 0115 9773696  
E: [jon.hawketts@nottscc.gov.uk](mailto:jon.hawketts@nottscc.gov.uk)

**Constitutional Comments (KK 03/07/14)**

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

**Financial Comments (KLA 25/06/14)**

33. The financial implications of the report are set out in paragraph 26 above.

**Background Papers and Published Documents**

School Capital Strategy 2011/12 to 2013/14 – report to County Council on 19 May 2011

Schools Capital Programme to meet Basic Need 2014/15 – report to Children & Young People's Committee on 11 March 2013

Schools Capital Programme progress report – report to Children and Young People's Committee on 9 December 2013

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.

C0462



## **School Places Programme 2014**

The following schools are earmarked for capital investment as part of the County Council's programme to provide additional school places during 2014:

- Beardall Street Primary
- Edgewood Primary
- Kirkby Woodhouse Primary
- Bramcote Hills Primary
- John Clifford Primary
- Round Hill Primary
- Coppice Farm Primary
- Hawthorne Primary
- Newstead Primary
- Arnold View Primary
- Richard Bonington Primary
- Forest Town Primary
- Chuter Ede Primary (Phase 2 Fernwood annexe)
- Pierrepont Gamston CE Primary
  
- The Holgate School
- Rushcliffe School





## SCHOOLS CAPITAL REFURBISHMENT PROGRAMME

### Summary of Progress as at: June 2014

**KEY:**

Project completed / due to be completed by Sept 2014

Project underway (surveys underway / on site)

Project yet to commence



Abbey Road Primary School	YR1/2
Awsorth Primary and Nursery School	YR1/2
Beeston Fields Primary & Nursery	YR1/2
Berry Hill Primary & Nursery School	YR1/2
Bracken Hill	YR1/2
Brookhill Leys Primary School	YR1/2
Brookside Primary School	YR1/2
Christ the King School and Sixth Form Centre	YR1/2
College House Junior School	YR1/2
Coppice Farm Primary School	YR1/2
Crescent Primary	YR1/2
Daneswood Junior	YR1/2
Ernehale Junior School	YR1/2
Grove Comprehensive School	YR1/2
Halam C of E Primary School	YR1/2
High Oakham Primary School	YR1/2
Holgate Comprehensive	YR1/2
Horsendale Primary School	YR1/2
Hucknall CE Primary School	YR1/2
John Hunt Primary & Nursery School	YR1/2
King Edward Primary School	YR1/2
Magnus C of E Comprehensive	YR1/2
Meden School and Technology College	YR1/2
Orchard Primary & Nursery	YR1/2
Peafield Lane Primary	YR1/2
Priestsic Primary & Nursery	YR1/2
Ravenshead C of E Primary	YR1/2
Robert Miles Junior School	YR1/2
Rosebrook Primary and Nursery	YR1/2
Rushcliffe Comprehensive	YR1/2
Selston High School (Formerly Arts & Community College)	YR1/2
South Wolds Community School	YR1/2
St Peters C of E Primary Mansfield	YR1/2
Sutton Centre Community College	YR1/2
Wyndale Primary School	YR1/2
Yeoman Park	YR1/2
Abbey Hill Primary and Nursery School	YR3/4



# SCHOOLS CAPITAL REFURBISHMENT PROGRAMME

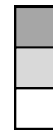
## Summary of Progress as at: June 2014

### KEY:

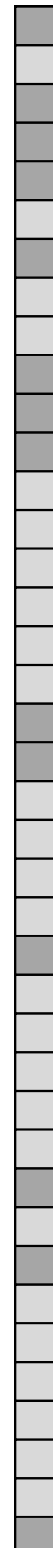
Project completed / due to be completed by Sept 2014

Project underway (surveys underway / on site)

Project yet to commence



Abbey Primary School	YR3/4
Alderman Pounder Infant & Nursery School	YR3/4
Alderman White (Bramcote Hills site)	YR3/4
All Hallows C of E Primary	YR3/4
All Saints Anglican Methodist Primary	YR3/4
All Saints C of E Infant	YR3/4
All Saints Catholic Comprehensive	YR3/4
Asquith Primary	YR3/4
Bagthorpe Primary	YR3/4
Beardall Street Primary & Nursery	YR3/4
Beech Hill Special School	YR3/4
Bispham Drive Junior School	YR3/4
Bleasby C of E Primary School	YR3/4
Blidworth Oaks Primary School	YR3/4
Broomhill Junior School	YR3/4
Bunny C of E Primary School	YR3/4
Burton Joyce Primary School	YR3/4
Butlers Hill Infant & Nursery School	YR3/4
Carnarvon Primary School	YR3/4
Carr Hill Primary School	YR3/4
Central Infant & Nursery School	YR3/4
Chilwell School	YR3/4
Christ Church C of E Infant	YR3/4
Chuter Ede Primary School	YR3/4
Colonel Frank Seely Comprehensive School	YR3/4
Crompton View Primary	YR3/4
Crossdale Drive Primary School	YR3/4
Cuckney C of E Primary School	YR3/4
Daybrook Learning Centre	YR3/4
Dean Hole C of E Primary School	YR3/4
Dukeries College	YR3/4
East Markham Primary School	YR3/4
Eastwood Comprehensive School	YR3/4
Edwalton Primary School	YR3/4
Eskdale Junior School	YR3/4
Everton Primary School	YR3/4
Flintham Primary School	YR3/4
Forest Glade Primary School	YR3/4
Forest Town Primary & Nursery School	YR3/4
Garibaldi Comprehensive School	YR3/4



# SCHOOLS CAPITAL REFURBISHMENT PROGRAMME

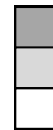
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### KEY:

Project completed / due to be completed by Sept 2014

Project underway (surveys underway / on site)

Project yet to commence



Gateford Park Primary School	YR3/4
Greythorn Primary	YR3/4
Gunthorpe C of E Primary	YR3/4
Haddon Primary & Nursery	YR3/4
Healdswood Infant & Nursery	YR3/4
Heatherley Primary	YR3/4
Hetts Lane Infant & Nursery	YR3/4
Heymann Primary	YR3/4
Hillocks Primary & Nursery School	YR3/4
Holly Primary School	YR3/4
Hollywell Primary School	YR3/4
Holy Family Catholic Primary/Nursery Sch	YR3/4
Holy Trinity C of E Infant School	YR3/4
Intake Farm Primary School	YR3/4
James Peacock Infant & Nursery School	YR3/4
Jesse Gray Primary School	YR3/4
John Davies Primary & Nursery	YR3/4
John T Rice Infant & Nursery	YR3/4
Keyworth Primary & Nursery School	YR3/4
Kimberley Primary	YR3/4
Kingsway Primary School	YR3/4
Kinoulton Primary School	YR3/4
Kirkby Woodhouse Primary	YR3/4
Lady Bay Primary School	YR3/4
Lake View Primary & Nursery School	YR3/4
Lambley Primary School	YR3/4
Langold Dyscarr Community School	YR3/4
Leas Park Junior	YR3/4
Leen Mills Primary School	YR3/4
Linby Cum Papplewick CofE Primary School	YR3/4
Lovers Lane Primary & Nursery School	YR3/4
Loves Wong Anglican Methodist Junior Sch	YR3/4
Loves Wong Infant School	YR3/4
Lynncroft Primary & Nursery School	YR3/4
Manners Sutton Primary School	YR3/4
Manor Park Infant & Nursery School	YR3/4
Meadow Lane Infant School	YR3/4
Misson Primary School	YR3/4
Mornington Primary	YR3/4
Morven Park Primary & Nursery	YR3/4



# SCHOOLS CAPITAL REFURBISHMENT PROGRAMME

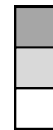
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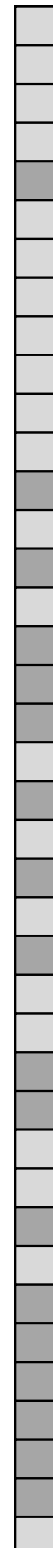
Project completed / due to be completed by Sept 2014

Project underway (surveys underway / on site)

Project yet to commence



Netherfield Infant & Nursery	YR3/4
Newstead Primary & Nursery School	YR3/4
North Clifton Primary School	YR3/4
Northfield Primary	YR3/4
Ollerton Primary	YR3/4
Orchard School - London Road Site	YR3/4
Orchard School - Town Site	YR3/4
Parkdale Primary School	YR3/4
Peafield Lane Primary Annexe	YR3/4
Phoenix Infant & Nursery	YR3/4
Pierrepont Gamston Primary School	YR3/4
Priory C of E Primary & Nursery School	YR3/4
Prospect Hill Infant & Nursery	YR3/4
Prospect Hill Junior School	YR3/4
Python Hill Primary School	YR3/4
Queen Eleanor Primary School	YR3/4
Radcliffe-on-Trent Infant/Nursery School	YR3/4
Rampton Primary School	YR3/4
Redgate Special School	YR3/4
Robert Mellors Primary & Nursery	YR3/4
Robert Miles Infant School	YR3/4
Rylands Junior School	YR3/4
Samuel Barlow Primary & Nursery School	YR3/4
Selston C of E Infant & Nursery School	YR3/4
Sir Edmund Hillary Primary & Nursery	YR3/4
Sir John Sherbrooke Junior School	YR3/4
St Andrew's C of E Primary and Nursery	YR3/4
St Augustine's (Infant & Nursery & Junior)	YR3/4
St Augustine's (Junior) included in above line SCR 86	YR3/4
St John The Baptist C of E Primary	YR3/4
St Johns C of E Primary School	YR3/4
St Mary & St Martin Blyth CofE Primary	YR3/4
St Mary Magdalene C of E Primary School	YR3/4
St Mary's C of E Primary School	YR3/4
St Patrick's Catholic Primary School	YR3/4
St Peters C of E Primary Gringley	YR3/4
St Wilfrid's C of E Primary	YR3/4
Stanhope Primary & Nursery School	YR3/4
Sunnyside Primary & Nursery	YR3/4
Sutton Bonington Primary School	YR3/4



# SCHOOLS CAPITAL REFURBISHMENT PROGRAMME

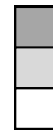
## Summary of Progress as at: June 2014

### KEY:

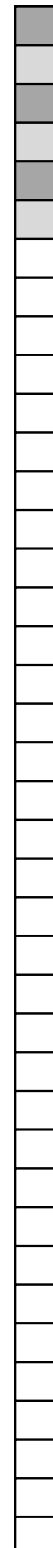
Project completed / due to be completed by Sept 2014

Project underway (surveys underway / on site)

Project yet to commence



Sutton on Trent Primary School	YR3/4
Sutton Road Primary and Nursery	YR3/4
Carlton Academy	YR3/4
Westdale Junior School	YR3/4
Willow Farm Primary School	YR3/4
Woodthorpe Infant School	YR3/4
Albany Junior School	YR5
All Saints Harworth CofE Primary School	YR5
Birklands Primary & Nursery	YR5
Bracken Lane Primary & Nursery	YR5
Central Junior School	YR5
Church Vale Primary School	YR5
Dalestorth Primary & Nursery	YR5
Dunham C of E Primary	YR5
Eastlands Junior	YR5
Edgewood Primary & Nursery	YR5
Elkesley Primary and Nursery School	YR5
Farmilo Primary	YR5
Greenwood Primary & Nursery School	YR5
Heathlands Primary School	YR5
Jeffries Primary and Nursery	YR5
Killisick Junior School	YR5
Larkfields Infant School	YR5
Larkfields Junior School	YR5
Lowdham C of E Primary School	YR5
Mattersey Primary School	YR5
Mount C of E Primary & Nursery School	YR5
Muskham Primary School	YR5
Norwell C of E Primary School	YR5
Oak Tree Primary and Nursery	YR5
Orston Primary School	YR5
Pinewood Infant & Nursery	YR5
Radcliffe-on-Trent Junior School	YR5
Ramsden Primary	YR5
Ranskill Primary School	YR5
Redlands Primary & Nursery School	YR5
Richard Bonington Primary & Nursery	YR5
Robin Hood Primary and Nursery School	YR5
St Anne's C of E Primary School	YR5
St Luke's C of E Primary School	YR5



# SCHOOLS CAPITAL REFURBISHMENT PROGRAMME

## Summary of Progress as at: June 2014

**KEY:**

Project completed / due to be completed by Sept 2014

Project underway (surveys underway / on site)

Project yet to commence



Standhill Infant School	YR5	
Sturton Le Steeple C of E Primary School	YR5	
Tollerton Primary School	YR5	
Trowell C of E Primary School	YR5	
Walesby C of E Primary School	YR5	
Westwood Infant & Nursery School	YR5	



### **Priority Schools Building Programme Tranche 1 (PSBP1)**

The following Nottinghamshire schools are earmarked for capital investment under the auspices of the government's Priority Schools Building Programme:

- Fountaindale Special School
- Abbey Primary School
- Annie Holgate Infants / Annie Holgate Junior (bid for a new through-primary school building to support amalgamation of the two existing schools)
- Brierley Forest Primary (bid at the time for Carsic Infant and Junior on the same basis as Annie Holgate, above)
- John Davies Primary
- Leamington Primary
- Lynncroft Primary
- Ethel Wainwright Academy
- Rosebrook Primary
- Sunnyside Primary
  
- Newark Academy
- Serlby Park Academy (successful bids made submitted separately for the primary and secondary buildings)\*
- South Nottinghamshire Academy\*

= Bids submitted by the respective Academy Trusts





# **SCHOOL PLACE PLANNING AND CAPITAL STRATEGY**

**JUNE 2014**

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## Introduction

This document seeks to:

- provide the context for planning school places, underpinned by relevant data;
- describe the process by which demand for places is forecast on a school-by-school basis;
- includes key principles that will govern decisions on planning additional school places; and
- sets out the schools that are being considered for expansion in September 2015

It also sets out the process for establishing a new school in Nottinghamshire, based on the current legislative framework within which the process is bound.

## Background

The Education Act 1996 dictates that Nottinghamshire County Council has a duty to secure school places for all children of statutory school age (5-16 years old) whose parents want them to be educated in a state-funded school. Subsequent Education Acts have built upon this but the obligation placed on local authorities has not changed.

Although the statutory ages are 5 to 16, the application for first admission places, usually called Reception or Foundation Stage 2, must be completed if a child will reach the age of 5 in the twelve month period commencing September 1<sup>st</sup>. Most primary and infant schools operate a single point of entry to their school, which typically will mean children will start their full time education in the September following their 4<sup>th</sup> birthday.

Recent changes in legislation have increased the numbers of school governance models. More specifically, there has been a rise in the number of Academies, particularly within the secondary sector. As the time of drafting this strategy, there are no Free schools operating in the county but the Nottingham Free School (Torch Academy Trust) and the Vision Studio school (Vision West Nottinghamshire College) are due to open in September 2014. 11% of primary schools are either academies or are in the process of converting and 89% of secondary schools are either academies or converting.

The tables below provide an analysis as of May 2014 of the governance status of primary and secondary schools across each of the seven districts.

Primary School Governance Status						
Area	Acad	Comm	Converting	Vol A	Vol C	Total
Ashfield	4	28		3	3	38
Bassetlaw	5	26	1	12	6	50
Broxtowe	4	29		1	2	36
Gedling	3	32		4	2	41
Mansfield	6	26	1	1	1	35
Newark	3	23	1	6	12	45
Rushcliffe	4	28		2	4	38
<b>Grand Total</b>	<b>29</b>	<b>192</b>	<b>3</b>	<b>29</b>	<b>30</b>	<b>283</b>

Secondary School Governance Status						
Area	Acad	Comm	Converting	Foundation	VA	Total
Ashfield	6	1				7
Bassetlaw	6					6
Broxtowe	4		1	1		6
Gedling	6	1				7
Mansfield	6	1				7
Newark	4				1	5
Rushcliffe	7					7
<b>Totals</b>	<b>39</b>	<b>3</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>45</b>

The total number of pupils attending Nottinghamshire schools, including special schools, as of the January 2014 statutory school census was 108,606, of which 58% attended maintained, foundation, voluntary aided or voluntary controlled schools and 42% attended academies. The complete analysis is shown below.

All schools	Primary							Secondary								
	YR	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10	Y11	Post-16			
	9258	9176	8988	8688	8386	8382	8056	7729	7747	8025	8352	8438	4146	3109	126	0
	60,934							47,672								
108,606																

Maintained, Foundation, Vol Aided, Vol Cont	Primary							Secondary								
	YR	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10	Y11	Post-16			
	8436	8364	8228	7854	7542	7515	7324	1164	1292	1353	1399	1458	638	535	52	0
	55,263 (91%)							7,891 (17%)								
63,154 (58%)																

Academies	Primary							Secondary								
	YR	Y1	Y2	Y3	Y4	Y5	Y6	Y7	Y8	Y9	Y10	Y11	Post-16			
	822	812	760	834	844	867	732	6565	6455	6672	6953	6980	3508	2574	74	0
	5,671 (9%)							39,781 (83%)								
45,452 (42%)																

### Key Nottinghamshire numbers – 2013/14

- 283 state-funded primary schools; 45 state-funded secondary schools
- 108,606 pupils attended state funded schools in Nottinghamshire
- 60,934 attended primary schools
- 47,672 attended secondary schools
- 9% of primary age pupils attended primary academies
- 83% of secondary age pupils attended secondary academies

## Demographic context

In line with the underlying national trend, Nottinghamshire has seen an increase in birth rates across the county since 2007. This is reflected in the overall school population but is particularly well illustrated in the numbers of primary age children (Figure 1).

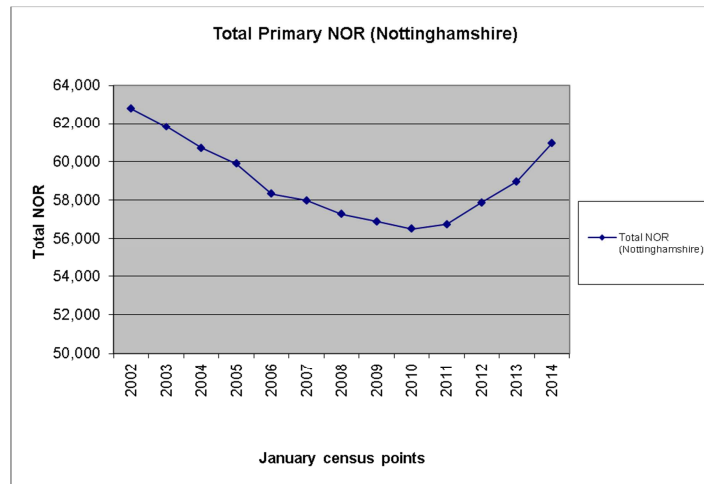


Figure 1 - Total number on roll in mainstream primary schools

The total primary Number on Roll (NOR) had seen a steady decline in numbers between 2001 and 2010 but subsequent years have seen a sharp increase in total numbers to the current school year (2013/14).

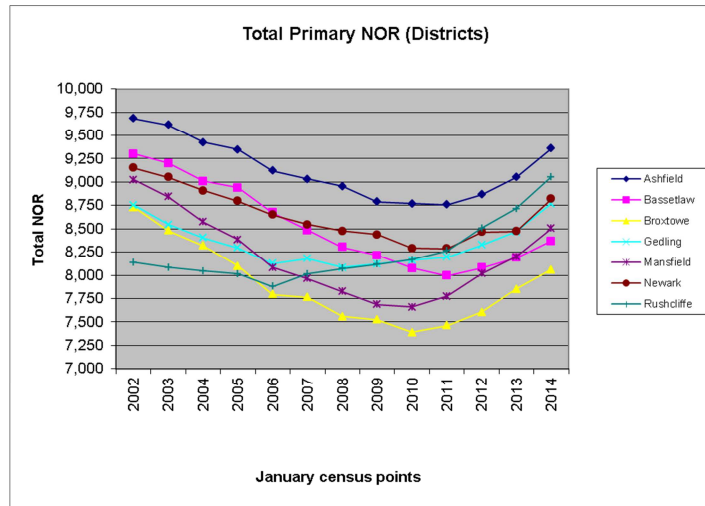


Figure 2 - Total number on roll in mainstream primary schools (district level)

When individual districts are analysed (Figure 2), broadly the same picture emerges, possibly with the exception of Rushcliffe Borough, whose total primary school numbers started to increase again in 2006.

The numbers of 4 year olds entering the school system show a sharper increase (Figure 3). Across the whole of the county, the number of 4 year olds began to increase around 2006. Given the falling rolls of previous years, this sharp increase in numbers of 4 year olds did not impact on the county's overall ability to provide pupil places where they were needed. However, as smaller cohorts of older children are replaced by larger cohorts of young children, overall pressure on places increases.

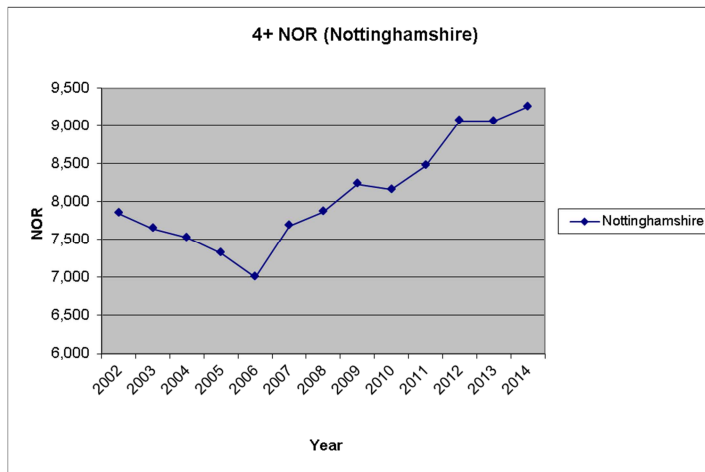


Figure 3 - Total number of children in mainstream schools - reception year

When the same data is examined for individual districts, it can be seen that some areas suffered a sharper growth in 4 year olds than others.

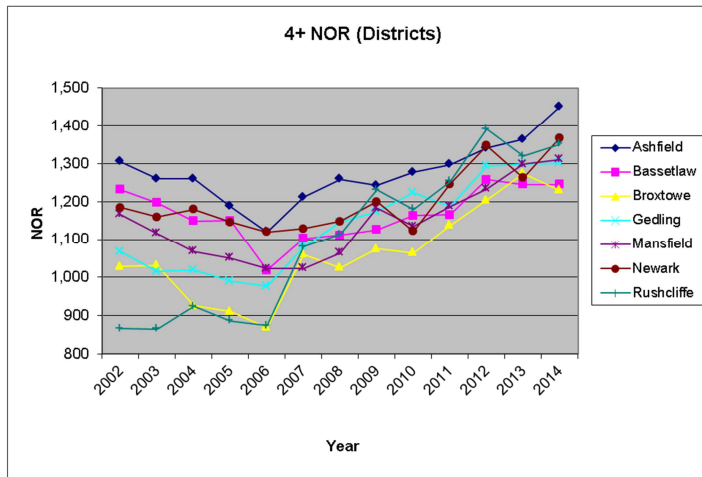


Figure 4 - Total number of children in mainstream schools - reception year (district level)

Figure 4 illustrates the variations in the numbers of 4 year olds across the districts. There may be several different reasons why the 4 year old school population grew at differing rates across districts but the above nonetheless illustrates very well that the county's approach to analysing the demand for school places must be at a district, area and school level rather than taking a county-wide view.

Given the falling rolls of previous years, this sharp increase in numbers of 4 year olds did not impact on the county's overall ability to provide pupil places where they were needed. However, as smaller cohorts of older children are replaced by larger cohorts of young children, overall pressure on places increases. Figures 5 and 6 show the sizes of cohorts in January 2013 and January 2014 respectively:

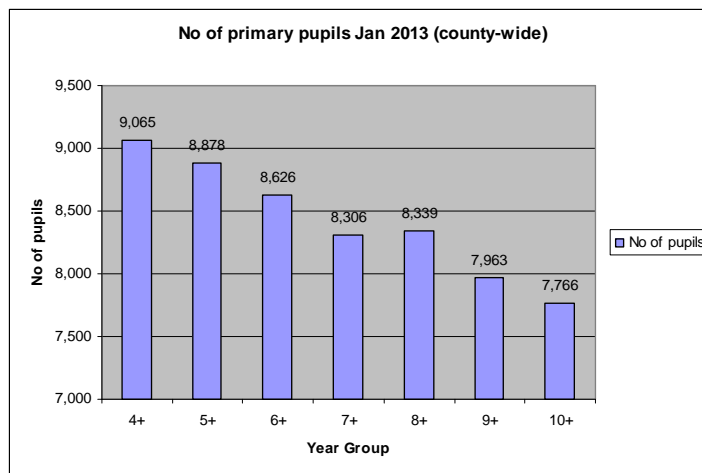


Figure 5 - January 2013 size of cohorts in mainstream schools – Reception to Year 6 – whole county

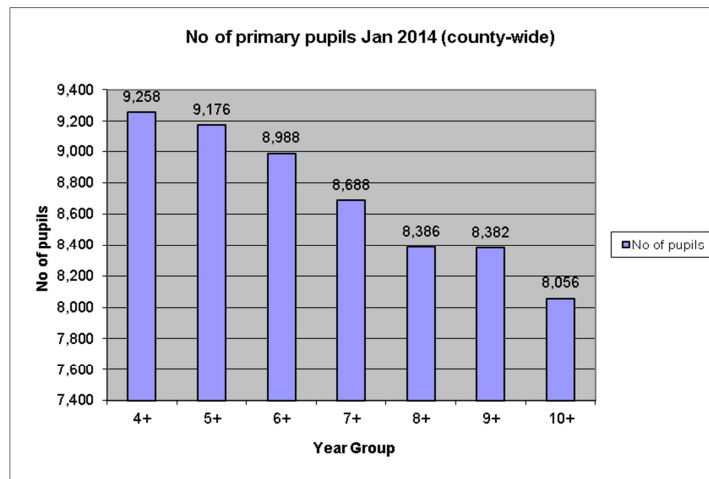


Figure 6 – January 2014 size of cohorts in mainstream schools – Reception to Year 6 – whole county

Clearly, over the coming years, these larger cohorts will make their way through the system into the secondary sector. For the near future, the majority of secondary schools are able to accommodate 11-16 year olds who require a place but the pressure on places is merely postponed until around 2016/17.

## Forecasting pupil numbers

Projecting the demand for school places is a critical component of the County Council’s compliance with its statutory obligation to provide a sufficiency of places for children resident in Nottinghamshire. After several years of using a bespoke system to produce these projections, a new process is being commissioned for the 2014 round of projections. The new system makes use of a new Capita ONE module and provides the authority with a more efficient and better supported process. The methodology used for producing the projections is largely unchanged but the new system includes a number of enhancements which is expected to provide a more robust analysis of demand.

A second initiative has coincided with the commissioning of the new technology. This groups primary schools across the county into ‘planning areas’, which have been created following an analysis of the movement of children across school catchment areas, moderated by local knowledge of natural and man-made geographical boundaries, such as rivers and trunk roads, that restrict access to some schools. Using this approach will provide a more accurate reflection of the specific areas and schools within the county that are likely to become pressure points.

### *Forecasting methodology*

The methodology employed by the County Council for forecasting pupil numbers is the same as that used by many other local authorities.

Population profile data is aggregated to postcode and age group, which enables the numbers of children in each cohort to be mapped against school



catchment areas. In turn, this data is aggregated to the Primary Planning Areas. This provides the number of young people living in each planning area organised by National Curriculum Year.

The statutory school census data for an individual school for each of the past 3 years is compared to the corresponding population profile data for the planning area the school is in. This results in a 3 year period percentage intake from the planning area. These 3 percentages are averaged; however, the average is weighted towards the more recent census year.

This percentage is then applied to the appropriate population profile data for the next 5 years to create a first admission and infant to junior prediction for the following 5 years.

There is always a degree of movement into and out of schools throughout the year and this is calculated to produce a 'cohort flux' – for example, losses or gains between one school year and the next. The average cohort flux for each year group over the past 3 years is calculated for the school which is then applied to each cohort projection to predict numbers for the following year.

If there are any known housing developments, the pupil yield from these is recorded against the appropriate school(s).

This approach will take account of shifts in population and the expression of parental preferences to a degree. However, parental perception can fluctuate wildly over short periods of time, as can inward and outward migration, and factors such as these pose significant challenges to providing highly accurate projections of pupil numbers.

Secondary pupil projections are handled using the same methodology, with additional calculations providing estimates of sixth form provision.

## Provision of additional school places

### *Basic Need*

Each school has an associated Net Capacity, which determines the number of children it can properly accommodate. If projected pupil numbers suggest that a school or area will be subject to a demand over and above their capacity then, unless the pressure is caused by planned housing developments, this constitutes a 'basic need' for additional school places to be provided.

Projections may identify a planning area or a specific school as a pressure point. Further analysis of local conditions is then undertaken to form an initial view on the suitability of school capacities to be increased.

Many school sites have reached their capacity limit as, for example, regulations governing the provision of playing fields will not allow any more of the school site to be built upon. In some cases, the need for additional places might be so great as to require a new school to be built but this will depend entirely upon the availability of a suitable site.

Where additional places are required and if, as expected, the long term trend for pupil numbers is for them to increase, it is more effective to provide permanent extensions to schools than to provide temporary accommodation, which is more appropriate to handling a 'bulge' year.

The County Council receives an allocation from central government to fund the provision of additional places that are required to alleviate pressures identified as basic need. This allocation is based upon the annual SCAP return (see below) that each local authority is required to produce.

### *Creating additional spaces for housing developments*

Nottinghamshire County Council is consulted by district and borough councils, the Local Planning Authorities (LPAs), whenever new housing developments are proposed. Officers in Policy, Planning and Corporate Services and Support to Schools Service analyse the impact the new housing would have on the supply and demand of school places and register requirements for additional places which should be funded through Section 106 Developer Contributions.

Planning obligations are created under Section 106 of the Town and Country Planning Act 1990. These are legally binding obligations that are attached to a piece of land and are registered as local land charges against that piece of land. Planning obligations enable a council to secure contributions to services, infrastructure and amenities in order to support and facilitate a proposed development. The Support to Schools Service provide colleagues in Policy, Planning and Corporate Services with carefully considered responses to proposals for housing developments and will identify requirements for Section 106 education contributions where and when appropriate.

The County Council's *Planning Obligations Strategy* sets out the County Council's standard requirements, enabling developers to take into account the potential costs of a proposed development at the earliest stage. The strategy does not have any statutory status but if development proposals do not comply with the requirements set out then it could be used as a reason for refusal of planning permission by LPAs. The County Council's *Planning Obligations Strategy* was adopted by Policy Committee on 2 April 2014.

In addition to the Planning Obligations Strategy, Policy, Planning and Corporate Services have developed a Section 106 Protocol which defines the ways of working with each district/borough council.

### Underlying principles for expanding school places

- *We shall include a review of schools' performance into the planning process for the whole estate, so that more children and young people can attend successful schools. In reviewing the Local Authority's basic need requirements, acknowledgement of popular schools will be factored into any plans for expanding school provision, wherever possible.* (Policy Statement for Schools, approved by Policy Committee, 13/11/2013)
- Permanent expansions will be preferred to the installation of temporary (mobile) classrooms
- If a school is required to be extended, then, wherever possible, it will be enlarged to the next level of capacity which lends itself to good classroom organisation (e.g. 105, 210, 315, 420, 630 places)
- We shall seek to align capital developments at schools to obtain best value and ensure minimum disruption to the operation of the school, e.g. delivering planned refurbishment works alongside an expansion of places where it is sensible to do so.

### *Establishing a new school*

If the Local Authority requires a new school to be built to either satisfy demand for places from a new housing development or through basic need pressures, the 'Academy / Free School presumption' is enforced. Following the Academies Act 2010 and the Education Bill 2010/11, the Education Act 2011 requires local authorities to seek proposals for the establishment of an academy or free school whenever they identify a need for a new school. Section 37 of the Act became law on 1st February 2012 and makes changes to part 2 of the Education and Inspections Act (EIA) 2006 to include the 'Academy/Free School presumption'.

The Place Planning and Admissions Board have approved the proposal to progress towards adopting the proposal outlined in Appendix 1.

## Annual EFA/DfE School Capacity Return

As described above, local authorities receive grant funding to provide additional places to alleviate basic need pressures. The level of funding is based upon the results of the annual School Capacity (SCAP) Return, submitted to the Education Funding Agency each year.

The SCAP Return sets out the capacities of individual schools and planning areas, together with the equivalent forecasted demand for places for a five year period. Following a rigorous quality assurance process, this translates into a calculation of the number of additional places required across the county in order to satisfy demand. This, in turn, allows DfE to allocate a percentage of the nationally available funding to each local authority. Both the DfE and the National Audit Office have, on a number of occasions, admitted that these basic need allocations may not cover the true capital building costs

and recent evidence shows that the County Council has provided additional funding to support the provision of additional places beyond that provided by the DfE.

## **Places created for September 2013 and planned for September 2014**

Pupil projections suggested that a number of schools and areas in Nottinghamshire would begin to see a shortfall of places from September 2013 onwards. Following detailed analysis during 2011, the following schools were expanded by September 2013, enabling first admission numbers to increase and providing additional places to allow these increased numbers of children to work through school.

### ***September 2013 - completed school expansion projects***

Heymann Primary Annexe (opening 2014)  
Radcliffe on Trent Infants)  
Carnarvon Primary  
Leen Mills Primary  
Arnold Mill Primary  
Barnby Rd Academy  
Berry Hill Primary  
Hillocks Primary  
Croft Primary  
Dalestorth Primary  
Ernehale Infant  
Holy Trinity RC Primary  
King Edward Primary  
Ordsall Primary  
Rosebrook Primary (to be rebuilt under PSBP)  
Sir Edmund Hillary Primary  
St Peter's C of E Primary  
Sutton Road Primary

### ***September 2014 - planned school expansion projects***

Edgewood Primary  
Round Hill Primary  
Bramcote Hills Primary  
John Clifford Primary  
Arnold View Primary  
Hawthorne Primary, Bestwood  
Newstead Primary  
Coppice Farm Primary  
Forest Town Primary  
Chuter Ede Primary (phase 2)  
Pierrepont Gamston  
Richard Bonington  
Kirkby Woodhouse Primary  
Beardall Street Primary School (replacement school with expanded capacity using s106 contributions – expected to be further expanded in 2016)

Holgate School (s106 contributions)  
Rushcliffe Academy, West Bridgford – contribution of Basic Need funding to increase the capacity and PAN of the school

## Areas and schools identified for potential expansion – September 2015

Place Planning and Admissions Officers have analysed pupil projection data and have identified the following planning areas which are expected to experience a shortage of places compared to anticipated demand. Not all schools in each of these areas will have a shortfall of places compared to demand but all options need to be considered before final decisions are made on which schools should and can be extended.

This is a data analysis of pressure points and the list below is subject to on-going desktop investigation of site capabilities and classroom organisation assessment, as well as on-site options appraisals by architects and designers. There are a number of schools in each planning area which may be unsuitable for expansion and alternative schools from the same planning area may be introduced, where the pressure across the area is particularly acute. Thus schools within the areas named below should not assume that a project to expand its capacity will result from the investigative works.

Please refer to Appendix 2 for lists of schools in each planning area.

Schools identified for expansion are expected to have those places available from September 2015.

### *Ashfield*

Sutton Town
Kirkby
Hucknall

### *Bassetlaw*

Worksop
Langold

### *Broxtowe*

Beeston
Chilwell
Bramcote
Kimberley

### *Gedling*

Carlton
Hucknall
Calverton
Arnold
Lambley

### *Mansfield*

Forest Town
Mansfield East
Pleasley

### *Newark*

Edwinstowe
Newark Town
Balderton

### *Rushcliffe*

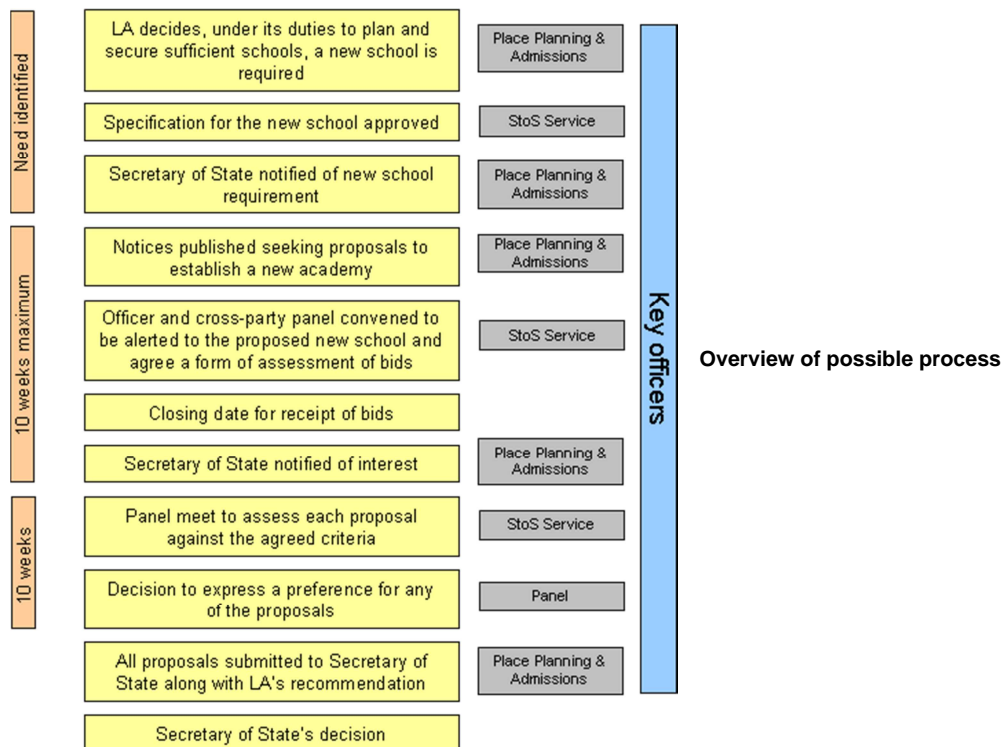
Ruddington
West Bridgford
Radcliffe-on-Trent
East Leake

## ESTABLISHING NEW SCHOOLS – NEW LEGISLATION AND THE IMPLICATIONS FOR POLICY AND STRATEGIC DECISION-MAKING

1. Local Authorities must continue to plan for and secure sufficient places for their area in line with their duties under section 14 of the Education Act 1996.
2. Following the Academies Act 2010 and the Education Bill 2010/11, the Education Act 2011 requires Local Authorities to seek proposals for the establishment of an Academy or Free School whenever they identify a need for a new school. Section 37 of the Act became law on 1st February 2012 and makes changes to part 2 of the Education and Inspections Act (EIA) 2006 to include the ‘Academy/Free School presumption’.
3. “Academy” is the legal term which includes Free Schools of all types, University Technical Colleges (UTCs) and some Studio Schools, including 16-19 and alternative provision establishments.
4. The 2011 Act sets out the following requirements for Local Authorities:
  - a. The LA has to seek proposals for the establishment of an Academy or Free School and specify the date by which proposals must be received. It will be for Local Authorities to decide how best to do this, how to consult on the proposed new school and with whom. They should be clear from their place planning about the type, age range, gender and capacity of the school they wish to see established.
  - b. Following the published closing date for receipt of proposals, the LA should assess the proposals they receive against the following criteria:
    - i. The quality of the places being added into the system, based on the proposer’s vision and educational plan;
    - ii. The capability and capacity of the proposer to deliver their proposal to time and on budget, based on their expertise and experience;
    - iii. Value for money, confirming that the proposer considers that the costs of establishing the new school can be met within the estimate of capital costs outlined by the Local Authority.
  - c. Once the specified closing date for receipt of proposals has passed, the LA should send the Secretary of State a notification setting out:
    - i. The steps the LA has taken to seek proposals for an Academy/Free School;
    - ii. Copies of all proposals submitted and the LA’s assessment of the proposals;
    - iii. Confirmation that the LA will provide the required site and all the capital funding needed to establish the new school.
  - d. The LA may state its preference, which the Secretary of State will take into consideration when deciding whether or not to enter into a Funding Agreement with any of the proposers.
  - e. If no Academy or Free School proposals have been received, the LA can seek the Secretary of State’s permission to begin a competition process to establish a maintained school. The competition process is little changed from

the one that has been in use for several years. However, a new clause allows an Authority to withdraw a competition notice once published, subject to permission being granted by the Secretary of State, or following a direction by the Secretary of State. Local Authorities are no longer able to enter into this competition.

- f. In certain exceptional circumstances it is still possible to publish proposals for a new maintained school outside of competition, under sections 10 or 11 of the EIA 2006 and the Secretary of State's consent is no longer required for the establishment of new voluntary aided schools, primary schools resulting from infant/junior amalgamations and new schools arising from the reorganisation of existing faith provision.
5. Capital funding for a new school may arise from agreements with district councils and developers of new housing, known as Section 106 and/or Community Infrastructure Levy, which the LA negotiates as part of its place planning obligations. In such cases, the processes for the procurement of the building and establishing the governance of the school may not run concurrently.
  6. The LA is responsible for meeting project development costs. For lead-in and setup costs, The Department for Education will discuss with the LA on a case-by-case basis to agree the most appropriate mechanism to meet these but until longer term funding arrangements are agreed, the expectation is that local authorities will contribute to these costs. This situation may change when the new school funding reforms are adopted.
  7. There are no DfE prescribed timescales for any aspect of this process.
  8. As local authorities are able to state a preferred provider of any new school from proposals received, this offers the opportunity to maintain a degree of influence on the quality and type of school places made available to the county's young people.



## APPENDIX 2

# PRIMARY SCHOOL PLANNING AREAS

## Ashfield

### **Annesley**

Annesley Primary and Nursery School  
Kirkby Woodhouse Primary and Nursery School

### **Hucknall**

Annie Holgate Infant and Nursery School  
Annie Holgate Junior School  
Beardall Street Primary and Nursery School  
Broomhill Junior School  
Butler's Hill Infant and Nursery School  
Edgewood Primary and Nursery School  
Hillside Primary and Nursery School  
Holy Cross Catholic Voluntary Academy  
Hucknall National C of E (VA) Primary  
Leen Mills Primary School

### **Huthwaite**

All Saints CofE Infants School  
John Davies Primary and Nursery School

### **Kirkby**

Abbey Hill Primary School, Kirkby  
Greenwood Primary and Nursery School  
Jeffries Primary and Nursery School  
Kingsway Primary School, Kirkby  
Morven Park Primary and Nursery School  
Orchard Primary and Nursery School

### **Selston**

Bagthorpe Primary School  
Holly Hill Primary School, Selston  
Jacksdale Primary and Nursery School  
Selston CofE Infant and Nursery School  
Underwood CofE Primary School  
Westwood Infant and Nursery School

### **Sutton Town**

Brierley Forest Primary and Nursery School  
Croft Primary School  
Dalestorth Primary and Nursery School  
Daneswood Junior School  
Forest Glade Primary School  
Healdswood Infants and Nursery School  
Hillocks Primary and Nursery School  
Leamington Primary and Nursery School  
Mapplewells Primary School, Sutton in Ashfield  
Priestsic Primary and Nursery  
St Andrew's CofE Primary and Nursery School  
St Mary Magdalene Primary School



## **Bassetlaw**

### ***Harworth***

All Saints Harworth CofE Primary School  
Serlby Park Academy  
St Patrick's Catholic Primary School (Harworth)

### ***Langold***

Dyscarr Primary School, Langold  
Kingston Park Primary and Nursery School  
Ramsden Primary School  
The Primary School of St Mary and St Martin Blyth

### ***Retford***

Bracken Lane Primary and Nursery  
Carr Hill Primary and Nursery School  
Hallcroft Infant and Nursery School  
Ordsall Primary School  
Ranby CofE Primary School  
St Joseph's Catholic Primary School (Retford)  
St Swithun's CofE Primary and Nursery School  
Thrumpton Primary

### ***Rural***

Beckingham Primary School  
Clarborough Primary School  
Cuckney CofE Primary School  
Elkesley Primary and Nursery School  
Everton Primary School  
Gamston CE Primary School, Retford  
Haggonfields Primary and Nursery School  
Leverton Church of England Academy  
Mattersey Primary School  
Misson Primary School  
North Wheatley CofE Primary School  
Rampton Primary School  
Ranskill Primary School  
St Luke's CofE Primary School  
St Matthew's CofE Primary  
St Peter's CofE Primary School (Gringley)  
Sturton CofE Primary School  
Sutton-cum-Lound CofE Primary School

### ***Tuxford***

Dunham CofE Primary School  
East Markham Primary School  
Tuxford Primary Academy

### ***Walk & Misterton***

Misterton Primary and Nursery School  
Walkeringham Primary School

### ***Worksop***

Gateford Park Primary School  
Holy Family Catholic Primary School, Worksop  
Norbridge Academy  
Priory CofE Primary and Nursery School  
Prospect Hill Infants and Nursery School  
Prospect Hill Junior School  
Redlands Primary and Nursery School  
Ryton Park Primary and Nursery School  
Sir Edmund Hillary Primary and Nursery School  
St Anne's CofE Primary School  
St Augustine's Infant and Nursery School  
St Augustine's Junior School  
St John's CofE Primary (Worksop) School

## **Broxtowe**

### ***Beeston***

Beeston Fields Primary and Nursery School  
College House Junior School  
John Clifford Primary School  
Meadow Lane Infant School  
Round Hill Primary School  
Rylands Junior School, Beeston  
Trent Vale Infant and Nursery School  
Alderman Pounder Infant School  
Eskdale Junior School  
Sunnyside Primary & Nursery School

### ***Bramcote***

Albany Infant and Nursery School  
Albany Junior School  
Bramcote CofE Primary School  
Bramcote Hills Primary School  
Fairfield Primary School, Stapleford  
St John's CofE Primary (Stapleford) School  
Trowell CofE Primary School  
Wadsworth Fields Primary School  
William Lilley Infant and Nursery School

### ***Chilwell***

Banks Road Infant School, Toton  
Chetwynd Primary Academy  
Toton Bispham Drive Junior

### ***Eastwood***

Brookhill Leys Primary & Nursery School  
Greasley Beauvale Primary School  
Lynncroft Primary School  
Springbank Primary School  
The Priory Catholic Voluntary Academy

### ***Kimberley***

Awsworth Primary School  
Gilthill Primary School  
Hollywell Primary School  
Horsendale Primary School  
Kimberley Primary School  
Larkfields Infant School  
Larkfields Junior School  
Mornington Primary School

### ***Selston***

Brinsley Primary School

## **Gedling**

### ***Arnold***

Arnbroom Primary School  
Arno Vale Junior School  
Arnold Mill Primary School  
Arnold View Primary and Nursery School  
Coppice Farm Primary School, Arnold  
Ernehale Infant School  
Ernehale Junior School  
Killisick Junior School  
Pinewood Infant School and Foundation Unit  
Richard Bonington Primary and Nursery  
Robert Mellors Primary and Nursery  
Seely Church of England Primary School, Arnold  
The Good Shepherd Catholic Voluntary Academy  
Woodthorpe Infant School

### ***Calverton***

Manor Park Infant and Nursery School  
Sir John Sherbrooke Junior School  
St Wilfrid's CofE Primary School

### ***Carlton***

All Hallows CofE Primary School  
Central Infant School, Carlton  
Central Junior School, Carlton  
Colwick St John the Baptist CofE Primary School  
Haddon Primary and Nursery School  
Netherfield Primary School  
Parkdale Primary School  
Phoenix Infant and Nursery School  
Porchester Junior School  
Priory Junior School  
Sacred Heart Catholic Voluntary Academy  
Standhill Infant School  
Stanhope Primary and Nursery School  
Willow Farm Primary School

### ***Hucknall***

Hawthorne Primary School, Bestwood Village

### ***Mapperley***

Mapperley Plains Primary and Nursery School  
Westdale Infants School  
Westdale Junior School

### ***Ravenshead***

Abbey Gates Primary School, Ravenshead

### ***Rural***

Burton Joyce Primary School  
Lambley Primary School  
Linby-cum-Papplewick CE Primary School  
Newstead Primary and Nursery School  
Woodborough Woods CofE Foundation Primary School

## **Mansfield**

### ***Forest Town***

Forest Town Primary and Nursery School  
Heatherley Primary School  
Holly Primary School, Mansfield  
John T Rice Infant and Nursery School  
Newlands Junior School

### ***Mansfield East***

Abbey Primary School, Mansfield  
Asquith Primary and Nursery School  
Berry Hill Primary and Nursery School  
High Oakham Primary School  
King Edward Primary School, Mansfield  
Mansfield Primary Academy  
Oak Tree Primary and Nursery School  
St Patrick's Catholic Primary School (Mansfield)  
St Peter's CofE Primary (Mansfield) School  
Wynndale Primary School

### ***Mansfield West***

Intake Farm Primary School, Mansfield  
Rosebrook Primary and Nursery School  
St Philip Neri with St Bede Catholic Primary  
Sutton Road Primary and Nursery School  
Wainwright Primary Academy

### ***Mansfield Woodhouse***

Leas Park Junior School  
Nettleworth Infant School, Mansfield Woodhouse  
Northfield Primary School  
Peafield Lane Primary and Nursery School  
Robin Hood Primary and Nursery School  
St Edmund's CofE Primary and Nursery School

### ***Pleasley***

Crescent Primary and Nursery School  
Farmilo Primary and Nursery School

### ***Rainworth***

Heathlands Primary and Nursery School

### ***Warsop***

Birklands Primary and Nursery School  
Church Vale Primary School  
Eastlands Junior School  
Hetts Lane Infant and Nursery School  
Netherfield Infant School, Warsop  
Sherwood Junior

## **Newark**

### ***Edwinstowe***

King Edwin Primary School, Edwinstowe  
Samuel Barlow Primary and Nursery School  
St Marys CofE Primary School Edwinstowe

### ***Newark Town***

Barnby Road Academy: Primary & Nursery School  
Bishop Alexander Primary and Nursery School  
Bowbridge Primary and Nursery School  
Christ Church CofE Infant School  
Holy Trinity RC Primary School, Newark  
Lovers Lane Primary and Nursery School  
Manners Sutton Primary School, Averham  
The Mount CofE Primary and Nursery School  
William Gladstone Church of England Primary School  
Winthorpe Primary School

### ***Balderton***

All Saints Primary School, Elston  
Chuter Ede Primary School  
Coddington CofE Primary and Nursery School  
John Hunt Primary School  
St Peter's CofE Primary (Farndon) School

### ***Ollerton***

Forest View Junior School  
Maun Infant School, Ollerton  
Ollerton Primary School  
St Joseph's Catholic Primary and Nursery (Boughton  
Walesby CofE Primary School

### ***Rainworth***

Blidworth Oaks Primary and Nursery School  
Lake View Primary and Nursery School  
Python Hill Primary School

### ***Ravenshead***

Ravenshead CofE Primary School

### ***Rural***

Crompton View Primary School  
Dean Hole CofE Primary School, Caunton  
Gunthorpe CofE Primary School  
John Blow Primary School, Collingham  
Kirklington Primary School  
Kneesall CofE Primary School  
Lowdham CofE Primary School  
Muskham Primary School  
North Clifton Primary School  
Norwell CofE Primary School  
Queen Eleanor Primary School  
St Michael's CofE Primary School, Farnsfield  
Sutton-on-Trent Primary School

### ***Southwell***

Bleasby CofE Primary School  
Halam CofE Primary School  
Holy Trinity CofE Infant School, Southwell  
Lowe's Wong Infant School  
Lowe's Wong Junior School

## **Rushcliffe**

### ***Aslockton & Orston***

Archbishop Cranmer Primary School, Aslockton  
Orston Primary School

### ***Bingham***

Carnarvon Primary School  
Robert Miles Infant School, Bingham  
Robert Miles Junior School, Bingham

### ***Cotgrave***

Cotgrave CofE Primary School  
The Cotgrave Candleby Lane School

### ***East Leake***

Brookside Primary School  
Costock CofE Primary School  
Lantern Lane Primary School

### ***Flintham***

Flintham Primary School

### ***Keyworth***

Crossdale Drive Primary School  
Keyworth Primary School  
Willow Brook Primary School, Keyworth

### ***Rural***

Bunny CofE Primary School  
Cropwell Bishop Primary School  
Gotham Primary School  
James Peacock Infant and Nursery School  
Kinoulton Primary School  
Langar CofE Primary School  
Radcliffe-on-Trent Infant and Nursery School  
Radcliffe-on-Trent Junior School  
St Peter's CofE Junior School  
St Peter's CofE Primary School, East Bridgford  
Tollerton Primary School  
Willoughby Primary School

### ***Sutton & Normanton***

Normanton-on-Soar Primary School  
Sutton Bonington Primary School

### ***West Bridgford***

Abbey Road Primary School, West Bridgford  
Edwalton Primary School  
Greythorn Primary School  
Heymann Primary School  
Jesse Gray Primary School  
Lady Bay Primary School  
Pierrepont Gamston Primary School, West Bridgford  
St Edmund Campion Catholic Primary Academy  
West Bridgford Infant School  
West Bridgford Junior School

**14 July 2014****Agenda Item: 5****REPORT OF THE SERVICE DIRECTOR, EDUCATION STANDARDS AND  
INCLUSION****PROPOSED VARIATION TO NOTTINGHAMSHIRE ADMISSION  
ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED  
SCHOOLS FOR 2014-2015 AND 2015-2016****Purpose of the report**

1. This report requests Committee agreement for approval to be sought from the Office of the Schools Adjudicator to vary the determined admission arrangements for 2014-2015 and 2015-2016, as detailed in **Appendix 1**.

**Information and advice**

2. Nottinghamshire County Council, as the local authority, is the admissions authority for community and voluntary controlled schools in Nottinghamshire and is therefore responsible for determining the admission arrangements for these schools. These requirements are described in the School Standards and Framework Act (SSFA) 1998 and the School Admissions Code (SAC) 2012 which are available from the Department for Education website [www.education.gov.uk](http://www.education.gov.uk).
3. The School Admissions Code 2012 (3.6) states that once admission arrangements have been determined for a particular academic year, they cannot be revised by the admission authority unless such revision is necessary to give effect to a mandatory requirement of the Code, admissions law, a determination of the Adjudicator or any misprint in the admission arrangements.
4. Admission authorities may propose other variations where they consider such changes to be necessary in view of a major change in circumstances. Such proposals must be referred to the Schools Adjudicator for approval and the appropriate bodies notified.
5. Nottinghamshire County Council consulted on a proposal to change existing admission arrangements for community and voluntary controlled schools within Nottinghamshire to extend the waiting list period to an all-year round waiting list for all primary year groups (with the exception of year 6) with effect from 1 September 2014.
6. Nottinghamshire County Council consulted on this proposed change between 27 May 2014 and 27 June 2014.

7. The consultation was available for the full period at:  
<http://www.nottinghamshire.gov.uk/learning/schools/admissions/schooladmissionarrangements/>
8. Information about where to access the consultation was sent in advance to:
  - all community and voluntary controlled schools in Nottinghamshire
  - all own admission authority schools in Nottinghamshire
  - chairs of governing bodies of Nottinghamshire schools (where the chair's email was known to the authority)
  - all neighbouring local authorities
  - diocesan representatives
  - all registered early years providers within Nottinghamshire.
9. In addition, an advert was published in the local press immediately prior to the consultation opening, to notify other persons in the relevant area who have an interest in the proposed arrangements that the document was available.
10. Consultees were invited to respond by completing an online form. All responses received by 27 June 2014 were considered and no objections were received.

### **Other Options Considered**

11. No other options were considered.

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

12. To enable the County Council to seek approval from the Office of the Schools Adjudicator to vary determined admission arrangements for community and voluntary controlled schools for 2014-2015 and 2015-2016.

### **Statutory and Policy Implications**

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

### **Implications for Service Users**

14. Over 25,000 families express a school preference each year. In drawing up their admission arrangements, Nottinghamshire County Council ensures that the practices and the criteria used to decide the allocation of school places are fair, clear and objective.



## **RECOMMENDATIONS**

- 1) That Committee agrees that approval be sought from the Office of the Schools Adjudicator to vary the determined admission arrangements for 2014-2015 and 2015-2016, as detailed in **Appendix 1**.

**John Slater**  
**Service Director, Education Standards and Inclusion**

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

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### **Constitutional Comments (LM 30/06/14)**

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

### **Financial Comments (KLA 17/06/14)**

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

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

Nottinghamshire School Admission Arrangements 2014-15 – report to Children and Young People's Committee on 11 March 2013  
Nottinghamshire School Admission Arrangements 2015-16 – report to Children and Young People's Committee on 17 March 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**

All.

C0454



## **PROPOSED VARIATION TO NOTTINGHAMSHIRE ADMISSION ARRANGEMENTS FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR 2014-2015 AND 2015-2016**

### **Determined admission arrangements**

Nottinghamshire County Council determined admission arrangements on:

- 11 March 2013 for admission during 2014-2015
- 17 March 2014 for admission during 2015-2016

These arrangements are available at [www.nottinghamshire.gov.uk/admissions](http://www.nottinghamshire.gov.uk/admissions).

### **Waiting lists**

In line with the School Admissions Code 2012 (2.14) Nottinghamshire County Council maintains a clear, fair and objective waiting list for the first term of the academic year of admission for intake groups (up to 31 December). Waiting lists must be held in admission oversubscription criteria order.

Neighbouring local authorities and some own admission authority schools in Nottinghamshire hold all-year round waiting lists. Whilst being on a waiting list does not guarantee that a place will eventually become available, it does ensure that places are always allocated according to the admission oversubscription criteria, if a child leaves during the year and a place is subsequently made available.

For Nottinghamshire community and voluntary controlled schools waiting lists are not held at any other time. Therefore, if parents apply for a place in an intake year group after 1 September, the application is processed as an in-year application. If the school is oversubscribed, the child's name is added to the intake waiting list until 31 December.

After 31 December, waiting lists for community and voluntary controlled schools cease to exist and applications received after this date are processed as in-year applications but there are no waiting lists.

This means that:

- If a place becomes available at the beginning of December at an oversubscribed school, the place is offered to the child with highest priority on the waiting list.
- If a place becomes available in January (after the waiting list has ceased to exist), the place remains vacant until a further application is received. This could be a new application where the child has never been on the waiting list or has recently moved into the district.

Parents often perceive this to be unfair, particularly if they have been first on a waiting list for several months. Consequently, some parents submit repeat applications for the same school in the same school year, hoping that a place will become available. As outlined in the Admissions to schools: guide for parents, repeat applications will not be considered unless there has been a significant and material change in the circumstance of the parent or the school.

All Nottinghamshire children have an offer of a school place. For intake rounds for admission in September 2014, there are currently 1542 preferences on waiting lists for community and voluntary controlled schools – which equates to approximately 500 children. This is subject to change due to appeals and further late applications being received during the year. For in-year applications during the 2013 admission round, 1502 preferences were refused for community and voluntary controlled schools in year groups reception through to current year 4 – again this would equate to approximately 500 children. These figures will also include non-Nottinghamshire residents.

## **Proposed variation to determined admission arrangements**

The Place Planning and Admissions Board at its meeting on 18 March 2014 considered the issue of waiting lists. The Board supported the proposed change to admission arrangements.

Nottinghamshire County Council consulted on a proposal to change existing admission arrangements for community and voluntary controlled schools within Nottinghamshire to extend the waiting list period to an all-year round waiting list for all primary year groups (with the exception of year 6). These arrangements apply to pupils who will be starting school for the first time and pupils transferring school during the school year 2014-2015 and 2015-2016. The consultation period was 27 May 2014 to 27 June 2014.

## **Outcome of consultation**

All responses received by 27 June 2014 were considered. The responses received were in support of the proposal to seek a variation from the Schools Adjudicator in respect of determined admission arrangements for 2014-2015 and 2015-2016.

## **Conclusion**

The proposed change to all year round waiting lists would benefit Nottinghamshire families for the following reasons:

- If a place becomes available during the year, it will be offered to the child at the top of the waiting list. The parent can then decide whether to accept the place and move the child, or decline the place and let the child remain at the current school.
- The allocation of places in year will be in accordance with the admission oversubscription criteria rather than being dependent on the timing of an application and the availability of a school place. It will be easier for parents to understand how places are allocated throughout the year.
- Parents will no longer need to make repeat applications for the same school in the same school year.

The proposed change will not affect the right to an independent appeal if an application is refused.

Looked after children, previously looked after children, and those allocated a place at the school in accordance with a Fair Access Protocol, will continue to take precedence over those on a waiting list.



**14 July 2014**

**Agenda Item: 6**

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

### **PROPOSAL TO CLOSE BASSETLAW LEARNING CENTRE**

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

1. To seek approval to close the Pupil Referral Unit (PRU) known as Bassetlaw Learning Centre with effect from 31 December 2014, to accelerate a plan to deliver alternative provision for permanently excluded pupils in line with statutory requirements and for plans to continue for all school partnerships to develop alternative provision for pupils at risk of permanent exclusion.

#### **Information and Advice**

2. The Children and Young People's Committee agreed on 23 April 2014 to consult on a proposal to close Bassetlaw Learning Centre with effect from 31 December 2014. The period of consultation took place between 28 April and 13 June 2014.
3. Following the review of Social Emotional and Behaviour Difficulties (SEBD) arrangements in Nottinghamshire, a strategy entitled '5 Steps to Collective Responsibility' was approved by the Children and Young People's Committee and published in November 2012.
4. Since that date a considerable amount of collaborative effort by schools and the County Council has resulted in a number of new arrangements being established. Some notable outcomes are that:
  - funding has been devolved to behaviour partnerships to support local initiatives and partnership working specified through memorandum of understanding (MoU) which specify the rights and responsibilities of schools and Notts County Council
  - a framework for monitoring and evaluating alternative provision is available to schools
  - a service for primary schools has been established to support schools where behaviour is challenging and pupils are at risk of permanent exclusion

- the number of permanent exclusions issued in:
  - academic year 2011-2012 up to end of June 2012 was 112
  - academic year 2012-2013 up to end of June 2013 was 85
  - academic year 2013-2014 up to end of 16 June 2014 is 53

Across Nottinghamshire permanent exclusions reduced by 24% in 2012-2013 compared to the previous year and in 2013-2014 the number has further reduced by 37% to date, a total reduction of 52% in the last two years. In the corresponding period the number of permanent exclusions issued in Bassetlaw and Newark fell from 34 in 2012 to 10 in the same period to June 2014 - a reduction of 70%.

- the role of Pupil Referral Units has been redefined and three separate schools were established in April 2013, each with a management committee.
- as the demand for places in learning centres has fallen, the number of staff employed in each learning centre has been reduced with funding being devolved to school partnerships
- approval to close Daybrook Learning Centre on 31 August has been given by Children and Young People's Committee in February 2014
- a small team of local authority staff has been developed to ensure that statutory requirements for permanently excluded pupils and those who are out of school because of their behaviour are delivered.

5. Bassetlaw Learning Centre serves the north of the County (Bassetlaw and Newark and Sherwood Districts), is located in Worksop and with effect from 1 April 2014 is commissioned to provide 25 places for pupils who have been permanently excluded from school, or who are currently not in other schools as a result of their behaviour. It is designated as a Pupil Referral Unit (PRU) and as such is subject to inspection by Ofsted.

6. Plans are in place to find more suitable pathways for pupils on roll at Bassetlaw Learning Centre who are presenting significant challenges to the centre and because of their particular needs. They will be placed in more specialist provision by the end of this academic year. In September 2014 the majority of pupils on roll will be in year 11 and will be placed out of the centre in alternative provision, which could result in the number of pupils attending on site to be as low as five.

7. Across Nottinghamshire partnerships are taking greater responsibility for making local arrangements for children and young people with SEBD which has involved the devolution of resources to partnerships of schools and a reduction in the number of places commissioned at each of the learning centres.

8. Partnerships served by Bassetlaw Learning Centre are indicating, through agreed Memoranda of Understanding (MoU) that they are currently working towards:

- Newark Town 0 places
- Bassetlaw East 3 places
- Outwood Academies 12.74 places, reducing



- The Dukeries 0 places
- Sherwood District 0 places

9. Two Sherwood District Schools, Joseph Whitaker School and The Minster School have indicated that they are looking to work together as partners and The Dukeries School has signed its MoU as an individual school. None of the schools in Newark intend to commission places at Bassetlaw Learning Centre in the future, once the current learners have left. Outwood Academies have not yet signed their MoU and Bassetlaw East currently commission three places at Bassetlaw Learning Centre.

10. The projected learner numbers on roll for September 2014, which will be at an all-time low and based upon partnerships continuing to maintain zero permanent exclusion are:

- Key Stage 3	5
- Key Stage 4 (Year 10)	5
- Key Stage 4 (Year 11)	14
<b>Total</b>	<b>24</b>

11. Overall it is considered that Bassetlaw Learning Centre does not represent value for money with regard to the cost of pupil placements and the outcomes for learners. The cost per place at Bassetlaw Learning Centre is £33,183 per pupil which is significantly higher than the national average of £15,000.

12. The annual charge levied by Landscape and Cleaning Services is £47,255 plus grounds maintenance at £2,568. A Site Manager and two cleaners have been appointed to provide a service to Bassetlaw Learning Centre. Additional site costs attributed to Bassetlaw Learning Centre are £36,250.

13. There is currently no charge from Schools Catering for meals provided on site.

**Consultation**

14. Approximately 336 consultation questionnaire documents were distributed to:

- Elected Members
- MPs in the south of Nottinghamshire
- Recognised Trades Unions
- Bassetlaw Learning Centre staff team and other learning centre teams affected by the proposal
- each Management Committee affected by the proposal
- parents/carers of pupils on roll
- learners on roll
- schools and partnerships affected by the proposals
- County Council services including Health and Police
- alternative provision and independent providers
- Church of England and Catholic Dioceses
- Bassetlaw and Newark and Sherwood District Councils
- Department for Education

- Ofsted
  - local residents.
15. Out of the 336 questionnaires issued a total of 19 responses were received from stakeholders of which 10 were opposed to closure, three agreed and six had no view.
  16. Formal consultation meetings were held with staff, the Management Committee, residents, community groups, parents/carers, other service users and schools.
  17. Discussions were held with school partnerships as part of the implementation of the SEBD Strategy. This includes meetings with Bassetlaw and Newark School Behaviour and Attendance Partnerships (SBAPs). Meetings and conversations were also held with senior elected Members, a local district councillor, recognised trade unions and senior local authority officers.
  18. All learners on roll were invited to respond to set questions. In addition individual telephone conversations were arranged with parents/ carers as a response to the vast majority of them not attending the formal meetings.
  19. All written responses received either by the reply form provided, via the County Council's website or by electronic mail and notes of formal meetings are available as a background paper to this report.

### **Summary of consultation responses**

20. The summary of consultation responses is as follows:
  - the staff sought clarification on their rights and entitlements if the Centre was to close. They also wanted the improvements at Bassetlaw Learning Centre over the past two terms noted and expressed concern that as some schools were still excluding, alternatives to placement and individual pathways for each pupil were required. One member of staff opposed the closure through the NCC electronic consultation process.
  - the Management Committee's view was that although not a reflection on the capability of staff, it has become apparent that the current arrangements for provision at Bassetlaw Learning Centre are not viable. They were keen to learn more about the alternative arrangements for provision and the approach taken by the County Council to providing effective quality assurance.
  - one parent /carer attended a formal meeting and four engaged in telephone interviews. All of these opposed the closure of the Centre. Their reasons were largely about the more personal approach to pupils with better communication compared to their previous mainstream experiences and staff were always there to help. One of them praised the alternative provision away from the Centre which they described as 'absolutely brilliant'.
  - whilst some parent/ carers could see that the Centre was not viable with such small numbers, they felt that there would always be a need for a small local

centre for pupils with such difficulties. One of them thought that local secondary schools ought to develop such provision.

- of the 14 pupils who completed the questionnaire one agreed with the proposal to close, four disagreed and nine either had no view or did not comment specifically on the matter. Six pupils identified that they had made progress either socially and/or academically and that *'the centre actually wants to understand why you behave the way you do'*. One pupil who agreed with the proposal did so because; *'putting a group of badly behaved children together isn't the best idea as they make each other worse'*.
- twelve of the pupils who responded knew where their next school or alternative provision would be.
- with the exception of one response received through the NCC electronic consultation, there has been no active support for Bassetlaw Learning Centre to remain open from individual schools, school partnerships and staff in schools. This is also the case in relation to other services and local residents.
- the majority of schools, through their school partnerships served by Bassetlaw Learning Centre, have expressed a desire to retain their own students, with the exception of a small number of learners with very complex social, emotional and behavioural difficulties (SEBD) needs. There are examples in both Bassetlaw and Newark of schools and partnerships developing their own successful alternatives to the Learning Centre. In fact a number of pupils from the Learning Centre attend one of these.
- an organisation responsible for commissioning, registering and quality assuring alternative providers in Nottinghamshire has identified providers who are able to put provision in place for pupils within six days of the issue of a permanent exclusion, which is the statutory requirement. Work is underway to commission this type of provision for 1 September 2014.

21. Taking into account the consultation responses, the proposal remains unchanged that Bassetlaw Learning Centre should close on 31 December 2014. This is because officers have not been dissuaded from the view that outcomes for children and young people will be improved and resources used more effectively where schools retain responsibility for learners who would otherwise have been placed at Bassetlaw Learning Centre. The concerns and reasons expressed by those opposed to the closure will be used to inform the development of alternative models of provision with school partnerships and alternative providers.
22. Written responses were received on the reply form provided, via the County Council's website or by electronic mail. These written responses, together with notes of formal meetings, are available as a background paper to this report. A full summary of the comments made is attached as **Appendix 1**.
23. If approval is given to close Bassetlaw Learning Centre, planning for pupils will be accelerated to ensure there are suitable pathways for each of the 24 learners who could potentially be on roll, which will largely be through commissioned alternative provision. Of these 24 learners, fourteen will be in year 11 (historically, year 11

learners are educated off site) and five will be in year 10, who will also access commissioned alternative provision.

24. Each school partnership will be invited to use the additional revenue released from the closure of Bassetlaw Learning Centre to continue to make arrangements in their own localities. In addition, arrangements will be confirmed which will ensure that the County Council continues to deliver its statutory duty *“to make arrangements for the provision of suitable education at school (including pupil referral units), or otherwise than at school, for children of compulsory school age who, by reason of illness, exclusion from school or otherwise, will not receive a suitable education without those arrangements”* (Education Act 1996, Section 19).
25. Arrangements will be put in place to support the 12 teaching, support and administrative staff affected by closure in line with County Council HR guidance. Ancillary staff (Site Manager and Cleaners) affected by the closure are currently employed through a Service Level Agreement.
26. The affected posts are as follows:

<b>Post</b>	
Head of Centre	1
Deputy Head of Centre (vacant)	1
Specialist Teacher	1
Specialist Teaching Assistant	4
Admin Team Leader	1
Administrator	1
Site Manager	1
Cleaner	2
<b>Total</b>	<b>12</b>

### **Statutory Notice**

27. There is no requirement to issue a statutory notice to formally close Bassetlaw Learning Centre or seek the consent of the Secretary of State because it is not in special measures or requiring significant improvement.

### **Other Options Considered**

28. In seeking approval to consult on closure only one alternative option has been considered, which is to keep Bassetlaw Learning Centre open and admit pupils from partnerships willing to fund this arrangement. This is currently not the case, indeed the majority of partnerships have confirmed that they do not wish to request places over and above those currently on roll. In addition the reduction of staff and the momentum of change being generated through the implementation of the SEBD strategy reinforces the view that it is more appropriate to invest time and funding in collaborating with schools and other providers to develop local provision in each district.
29. If the Committee agrees the recommendation to close Bassetlaw Learning Centre, the County Council will need to consider the options for the future use of the building beyond 1 January 2015.

## **Reasons for Recommendations**

30. The rationale to recommend closure of Bassetlaw Learning Centre is based upon four principal issues:
- the low numbers requiring provision on site
  - the high cost per PRU place at £33,183 per pupil is significantly higher than the national average of £15,000
  - the new model of collaborative working across partnerships in the north of the County will remove the need to commission sufficient places for Bassetlaw Learning Centre to remain viable
  - Bassetlaw Learning Centre does not represent value for money in terms of the outcomes achieved by pupils.
31. The devolution of SEBD resources will result in each district receiving significant additional resources with which to create alternative provision by schools and school partnerships supported by County Council officers. This will include a commissioning process beginning with confirming pathways for existing learners on the roll of Bassetlaw Learning Centre.

## **Statutory and Policy Implications**

32. 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.

## **Implications for Service Users**

33. Service users are pupils who have been or are at risk of permanent exclusion and schools who are managing their challenging behaviour. Action will be taken to explore on an individual basis arrangements for alternative provision for those pupils who would have ordinarily been admitted to Bassetlaw Learning Centre due to the need to prevent or because of a permanent exclusion. This will be through one of three pathways:
- localised provision developed with each school behaviour and attendance partnership or in some cases with individual schools
  - provision developed with school partnerships for those learners with complex SEBD
  - alternative provision for key stage 3 and 4 learners
34. For year 10 pupils on roll from September 2014 arrangements will be made to ensure that they are able to complete any accredited courses that they will be undertaking over the next two years.

## **Financial Implications**

35. Bassetlaw Learning Centre is funded from the Dedicated Schools Grant and all budget released by the closure of the Centre will be re-allocated to meet the needs of the children in other settings and by other methods of provision. Therefore there are no financial implications for the County Council relating to this decision.

## **Public Sector Equality Duty Implications**

36. White boys and pupils with SEN are over-represented in the group of pupils who are disadvantaged by exclusion. New arrangements will reduce the impact on this vulnerable group.
37. Equal opportunities issues for staff will be addressed within an agreed enabling document which will follow an agreed standard format.
38. An Equality Impact Assessment has been undertaken and is available as a background paper. Decision makers must give due regard to the implications for people with protected characteristics when considering this report.

## **Crime and Disorder Implications**

39. Appropriate consideration has been given to the Crime and Disorder Act 1998. It is the view of the County Council that this proposed closure does not pose a significant risk to increasing criminal activity within the locality.
40. The local neighbour who attended the consultation meeting expressed a concern about a possible increase in vandalism if the building were to be unoccupied. The County Council would therefore take the appropriate action to minimise this risk.

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

41. Children who are in receipt of provision at Bassetlaw Learning Centre are entitled to receive provision of a high quality education, which is subject to safeguarding and quality assurance procedures. An approved provider framework and daily monitoring arrangements will ensure that children receive their education in high quality and safe environments.

## **Human Resources Implications**

42. Any decision to close Bassetlaw Learning Centre will be addressed in line with HR policies and procedures, including consultation with the recognised Trade Unions.
43. The Management Committee will be supported by County Council officers to ensure that decisions about staffing in the school are made in accordance with employment law and the Local Authority's previously determined policies.
44. A consultation and communication strategy has been developed in line with statutory processes relating to the closure of a school.

## **RECOMMENDATION/S**

That:

- 1) approval is given for the closure of Bassetlaw Learning Centre with effect from 31 December 2014
- 2) arrangements are accelerated to ensure that the majority of pupils currently on roll are placed in suitable provision from 1 September 2014 and all pupils by 1 January 2015
- 3) plans continue for all school partnerships to develop alternative provision for pupils at risk of permanent exclusion.

**John Slater**

**Service Director, Education Standards and Inclusion**

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### **Constitutional Comments (LM 25/06/14)**

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

### **Financial Comments (KLA 01/07/14)**

46. The financial implications of the report are set out in paragraph 35.

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

- 1) The document for parents/carers, staff, governors and other interested parties explaining the proposal to close Bassetlaw Learning Centre, published on 28 April 2014
- 2) Written responses received during the formal consultation period that expired on 13 June 2014
- 3) Notes of questions and views expressed and discussed at the consultation meetings held between 28 April and 13 June 2014 with staff, Management Committee, schools, parents/carers LA services and local community
- 4) Summary of Learners' views
- 5) Summary of Parent/carer views
- 6) Equality Impact Assessment
- 7) Review of arrangements for children and young people with social, emotional and behavioural difficulties (SEBD) in Nottinghamshire – report to Children and Young People's Committee on 5 November 2012
- 8) Proposal to consult on the closure of Bassetlaw Learning Centre – report to Children and Young People's Committee on 23 April 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 Divisions and Members Affected**

All.

C0458



## Proposed Closure of the Bassetlaw Learning Centre (BLC)

## Appendix 1

The number of consultation documents distributed was approximately 336. Comments/issues/points raised at consultation meetings and within written/electronic/on-line responses:

	No. responses received	No. responses received	No. of responses received
	Agreed	Disagreed	No view
Parent/Carer of pupil attending Bassetlaw Learning Centre	0	4	0
Parent/Carer of pupil not attending Bassetlaw Learning Centre	0	0	0
Member of Bassetlaw Learning Centre Management Committee	0	0	0
Staff employed at Bassetlaw Learning Centre	0	1	0
Staff not employed at Bassetlaw Learning Centre	0	1	0
Pupil attending Bassetlaw Learning Centre	1	4	9
Pupil not attending Bassetlaw Learning Centre	0	0	0
Other	0	1	0
<b>TOTALS</b>	<b>1</b>	<b>12</b>	<b>9</b>
Where reply forms indicated more than one type of respondent, only one has been included in the table above using a priority order of 'parent/carer', governor, 'staff' and then 'other'.			

A total of 22 (6.5%) responses from consultation documents issued were received from stakeholders of which 12 were opposed to closure, one agreed and nine had no view.

In addition formal consultation meetings were held with staff, the Management Committee, schools, other service users, parent/carers and residents/community groups.

Bassetlaw Learning Centre arranged for individual meetings with learners who were invited to respond to set questions. In addition, individual telephone conversations were arranged with parents/carers as a response to the vast majority who did not attend one of the two the formal meetings.

### Summary of Stakeholder Views

#### The SEBD strategy and decision making process

Views expressed in the Management Committee's consultation meeting was that although not a reflection on the capability of staff, it has become apparent that the current arrangements for provision at Bassetlaw Learning Centre are not viable. They were keen

to learn more about the alternative arrangements for provision and the approach taken by the County Council to providing effective quality assurance.

Whilst some parent/ carers could see why the Centre was not viable with such small numbers, they felt that there would always be a need for a small local centre for pupils with such difficulties. One parent felt that local provision which could be run by schools would assist in maintaining friendships which might otherwise have been lost if pupils had to travel away from their local area for provision.

With the exception of one response from a member of staff from a school there has been no active support for Bassetlaw Learning Centre to remain open from individual staff, schools and school partnerships during the formal consultation period. This is also the case in relation to other services and local residents.

The majority of schools, through their school partnerships served by Bassetlaw Learning Centre, have expressed a desire to retain their own students, with the exception of a small number of learners with very complex social, emotional and behavioural difficulties (SEBD) needs. There are examples in both Bassetlaw and Newark of schools and partnerships developing their own successful alternatives to the Learning Centre. In fact a number of pupils from the learning Centre attend one of these.

One Bassetlaw Learning Centre staff member posted an on-line response which stated:

*'I understand that it is not viable to keep the centre open due to building size and costs etc. However there is still a need for a support service which can respond to the needs of the most challenging and vulnerable students in Bassetlaw. Staff should be moved to a different location, providing continued support to these children/families and schools'*

One member of staff from a school posted an on-line response which stated:

*'The centre provides a safe environment for vulnerable children to be in. They help children to make progress. I disagree with the idea that other alternatives provide value for money when they put children on part time timetables, roaming the streets, unaccounted for leaving them open to safeguarding issues.*

*At least at the centre children access 25 hrs education entitlement and we all know where they are as we have the resources to chase them and their parents up, other providers don't have the time, staff or inclination to do this.*

*The centre provides the children with a chance to improve their academic skills but more importantly to develop their social, emotional skills and is value for money. Supporting these children is going to be expensive. Sending them all over to different providers is too fragmented and disjointed with no one overseeing the whole picture'*

Two colleagues who attended from an alternative provider sought clarification as to future demand if the Centre closed and how they could support the transition process for pupils.

### **Staffing matters**

The staff sought clarification on their rights and entitlements if the Centre was to close. They also wanted the improvements at Bassetlaw Learning Centre over the past two terms

noted and expressed concern that as some schools were still excluding, alternatives to placement and individual pathways for each pupil were required.

Staff also expressed a strong view that if the Centre does close the alternative provision required needed to meet the needs of those learners who would otherwise have attended.

At the staff consultation attended by staff and Recognised Trade Unions (RTUs) clarification was provided that were Bassetlaw Learning Centre to close all staff would be in a redundancy situation and in the event of it remaining open there would need to be sufficient demand for places for it to be viable from 1 January 2015.

### **Building and site related issues**

The local neighbour who attended the consultation meeting expressed a concern about a possible increase in vandalism if the building were to be unoccupied. The County Council would therefore take the appropriate action to minimise this risk.

### **Financial issues**

Staff sought clarification on the source of the average national per capita cost of £15,000 compared to the £30,373 quoted in the consultation document. This figure was arrived at based upon visits made by NCC staff to other establishments across the country as part of the SEBD Review in 2012 and through national comparative figures.

### **Pupil, Curriculum, Community and other related issues**

Of the 14 pupils who completed the questionnaire one agreed with the proposal to close, four disagreed and nine either had no view or did not comment specifically on the matter. Six pupils identified that they had made progress either socially and /or academically and that; *'the centre actually wants to understand why you behave the way you do'*. The one pupil who agreed with the proposal stated; *'putting a group of badly behaved children together isn't the best idea as they make each other worse'*.

Two older KS4 pupils who have recently been placed in alternative provision were critical of the provision on the Bassetlaw site.

A KS3 pupil wrote ; *'I have been to Bassetlaw for 2 years and it really helped me to improve my behaviour. Before I would get into fights. It calmed me down'*.

Twelve of the pupils who responded knew where their next school or alternative provision would be.

One parent/ carer attended a formal meeting and four agreed to engage in telephone interviews. All of these opposed the closure of the Centre. Their reasons were largely about the more personal approach to pupils with better communication compared to their previous mainstream experiences and the accessibility of readily available help from Centre staff including talking through any problems. Having access to good alternative provision away from the Centre was helpful and in some cases described very positively, and by one parent as *'absolutely brilliant'*.

A number of parents reported that pupils were happier at Bassetlaw Learning Centre compared to their previous school. [Page 67 of 126](#)



**14 July 2014****Agenda Item: 7****REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE****REMISSION SCHEME FOR ACTIVITIES DELIVERED BY ARTS AND SPORTS  
FOR CHILDREN AND YOUNG PEOPLE TEAM****Purpose of the Report**

1. To approve the re-wording of the Arts and Sports Remission policy in response to national changes to Free School Meal entitlement from September 2014.

**Information and Advice**

2. Nottinghamshire County Council charges schools and parents/careers for some activities delivered through the Arts and Sports for Children and Young People team.
3. In accordance with the charging regulations for music tuition during the school day (The Charges for Music Tuition [England] Regulations 2007), and one of the conditions of a Music Education Hub grant, Nottinghamshire County Council has a remission scheme in place to ensure equality of access and affordable instrumental music tuition for all pupils. The remission scheme for Instrumental Music Teaching is summarised below:

*The remission scheme supports a child or young person by remitting the cost of teaching [based on a shared 20-minute lesson} and by providing free instrument loan. The scheme is available for the following children and young people:*

- looked after children for whom Nottinghamshire County Council acts as the corporate parent.
  - children and young people who are eligible for free school meals or whose parent/carer is in receipt of working tax credit – NHS exemption
4. A child or young person will be deemed eligible when s/he has received seven lessons and the instrumental music teacher has confirmed that s/he is making satisfactory progress. The school will be expected to pay for the first seven lessons. This currently costs a school £41.30 per child.
  5. A discretionary award is available for children and young people who have a statement of special educational needs and are in need of additional resources e.g. 1-1 lessons, longer lessons, adaptive equipment. This award covers only the cost of additional resources, not the full cost of tuition or instrument loan.

6. The scheme currently supports between 800 - 900 children and young people at a cost of approximately £170,000. This is funded through the Arts Council's Music Education Hub grant. There is currently a 50/50 split between those in receipt of free school meals and Working Family Tax Credits – NHS Exemption accessing the remission scheme.
7. In the Chancellor's autumn statement, it was announced that all pupils at state schools in England in reception, Year 1 and 2 would receive free school lunches from September 2014. Under the current remission wording therefore, from September 2014 the Remission Scheme will be open to all Key Stage 1 pupils, regardless of financial disadvantage. There are currently over 18,000 children and young people at Key Stage 1 in Nottinghamshire, raising the potential remission cost to £4 million per year. This cost does not include any cost associated with any increased instruments purchase.
8. Changing the current wording would maintain the level of support in light of the changes to free school meal eligibility from September 2014. The revised wording is below:

***The remission scheme supports a child or young person by remitting the cost of teaching [based on a shared 20-minute lesson} and by providing free instrument loan. The scheme is available for the following children and young people:***

- ***Looked after children for whom Nottinghamshire County Council acts as the corporate parent.***

***Children and Young People entitled to free school meals due to their parent/carer being in receipt of one of the following support payments;***

- ***Income support***
- ***Income-based jobseekers allowance***
- ***Support under part VI of the Immigration and Asylum Act 1999***
- ***The guarantee element of state pension credit***
- ***Child tax credit (provided not entitled to working tax credit) and have an annual income that does not exceed £16,190 (as assessed by Her Majesty's Revenue and Customs)***

***As well as those eligible for***

- ***Working Family Tax Credit (NHS exemption)***

#### **Other Options Considered**

9. None.

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

10. To prevent a significant and unaffordable increase in the remission scheme budget.

## **Statutory and Policy Implications**

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

## **Financial Implications**

12. If the eligibility criteria are not re-worded, the service would be liable for remission costs of over £4 million per annum from September 2014.

## **RECOMMENDATION/S**

- 1) That Committee agrees the re-wording of the Arts and Sports Remission policy in response to national changes to Free School Meal entitlement from September 2014.

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

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## **Constitutional Comments (LM 02/07/14)**

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

## **Financial Comments (KLA 01/07/14)**

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

## **Background Papers and Published Documents**

None.

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

All.

C0466





**14 July 2014****Agenda Item: 8**

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

### **THE YOUTH JUSTICE PLAN 2014-15**

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

1. This report invites the Committee to comment on the proposed Youth Justice Plan for Nottinghamshire for 2014-15, attached as **Appendix 1**, and recommend it to Full Council for approval at its meeting on 18 September 2014.

#### **Information and Advice**

##### **Background**

2. The youth justice system was set up under the Crime and Disorder Act 1998. Its aim is to prevent young people offending or re-offending. The Crime and Disorder Act requires local authorities, the police, probation, and health (Clinical Commissioning Groups) to set up youth offending teams (YOTs) to work with children and young people offending or at risk of offending. YOTs must include representatives from the police, probation, health, education and children's services. YOTs continue to have responsibility for children and young people sentenced or remanded to custody.
3. Section 40 of the Crime and Disorder Act 1998 sets out the responsibilities of the Local Authority in relation to the production of an annual Youth Justice Plan. It states that it is the duty of each local authority, after consultation with the partner agencies, to formulate and implement an annual youth justice plan setting out:
  - how youth justice services in their area are to be provided and funded
  - how the Youth Offending Team will be composed and funded, how it will operate and what functions it will carry out.
4. The statutory Youth Justice Plan must be submitted to the Youth Justice Board, a quasi-autonomous non-governmental organisation linked to the Ministry of Justice, and published in accordance with the directions of the Secretary of State. The document is the youth offending partnership's main statement of purpose and sets out its proposals to prevent offending by children and young people. It is important that the plan shows not only what the YOT will deliver as a service, but how strategic links with other supporting initiatives will be developed and maintained. Youth Justice Plans require political scrutiny and approval. In Nottinghamshire the Youth Justice Plan is aligned to our overarching service planning framework for all of our Early Help services.

## **Other Options Considered**

5. The production of the Youth Justice Plan is a statutory duty and therefore other options have not been considered.

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

6. The Youth Justice Plan has been consulted on and approved by the key partners involved in the operation of the Youth Justice System.

## **Statutory and Policy Implications**

7. 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.

## **Implications for Service Users**

8. Both victims and young people who offend are users of this service. The plan takes full account of the needs of these populations and of the guidance in providing good and effective services to these groups.

## **Financial Implications**

9. There are no immediate financial implications arising from the recommendations.

## **Public Sector Equality Duty Implications**

10. An Equality Impact screening has been undertaken and there are no negative equality implications from the recommendations.

## **Crime and Disorder Implications**

11. The youth justice system was set up under the Crime and Disorder Act 1998. Its aim is to prevent young people offending or re-offending and is an integral part of the Local Authority's approach to community safety.

## **Safeguarding of Children Implications**

12. The Youth Justice Plan has been formulated with the aim of safeguarding young people through early identification of problems and support to help them achieve their potential.

## **RECOMMENDATION/S**

- 1) That the Committee comments on the proposed Youth Justice Plan for Nottinghamshire for 2014-15 and recommends it to County Council for approval at its meeting on 18 September 2014.

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

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

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**Constitutional Comments (LM 30/06/14)**

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

**Financial Comments (KLA 17/06/14)**

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

**Background Papers and Published Documents**

None.

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

All.

C0453



## **THE YOUTH JUSTICE PLAN 2014-15**

### **1. Introduction**

Nottinghamshire Youth Justice Service is made up of three multi- agency locality Youth Offending Teams, a county wide Operational Support Team and a county wide Outreach and Open Access team, providing detached youth work in areas of high crime and deprivation. The service meets all of the statutory requirements of a Youth Offending Team as set out in the Crime and Disorder Act 1998 and includes seconded staff from Police, Probation, Health, and Futures. In addition to comprising multi-agency teams, the service commissions partners to help it deliver key statutory functions from the voluntary and private sectors (Remedi UK and The Appropriate Adult Service). The key aims of the youth justice service are to:

- reduce the number of young people entering the criminal justice system;
- reduce the frequency and rate of reoffending by children and young people who are already within the youth justice system; and
- keep the number of young people experiencing custody – either on remand or as a sentence of the court - to a minimum.

In working towards these local and national targets, the Youth Justice Service does not lose sight of the child at the centre of what we do and will work with the child and their family to seek the best outcomes for the child or young person. As this plan seeks to set out improving life outcomes for the child or young person with whom we work is the driving factor behind the work we do. Working with other teams, departments and partners is a key to ensuring that the best outcomes are secured for children and young people. It is clear that key stable factors that many take for granted, such as stable and suitable accommodation, positive and enduring personal relationships, full participation in education training or employment, feeling safe, secure and loved and a healthy lifestyle free from substances drastically improve a child's ability to integrate successfully into society and lead a law abiding and productive life as an adult. No one agency has the resources or expertise to achieve these outcomes alone. It is therefore vital that we work with partners to ensure that every child with whom we work have the opportunities to achieve these outcomes regardless of their place within the criminal justice system - as a child on the cusp of offending or a young person in youth detention accommodation with numerous offences. In adopting this approach the case manager will work with the child with the issues and strengths that they present to identify strategies to build upon their strengths and to reduce their issues in a manner appropriate to that individual child.

Whilst we seek to keep the child or young person safe and free from harm and will work to improve outcomes for the young person, we cannot forget that the young person has offended and has caused harm to individuals and communities through their actions. Keeping individual victims and the public safe will therefore always remain an equal priority of our work. Ensuring that victims have a voice and feel listened to is an important aspect of our work and for that reason we commission an independent organisation (Remedi UK) to deliver a service to victims and to support them in explaining the impact that a young person's offence has had upon them to the young person and suggesting suitable reparatory activities where appropriate. Challenging the young person with the reality of the impact of their offence upon an

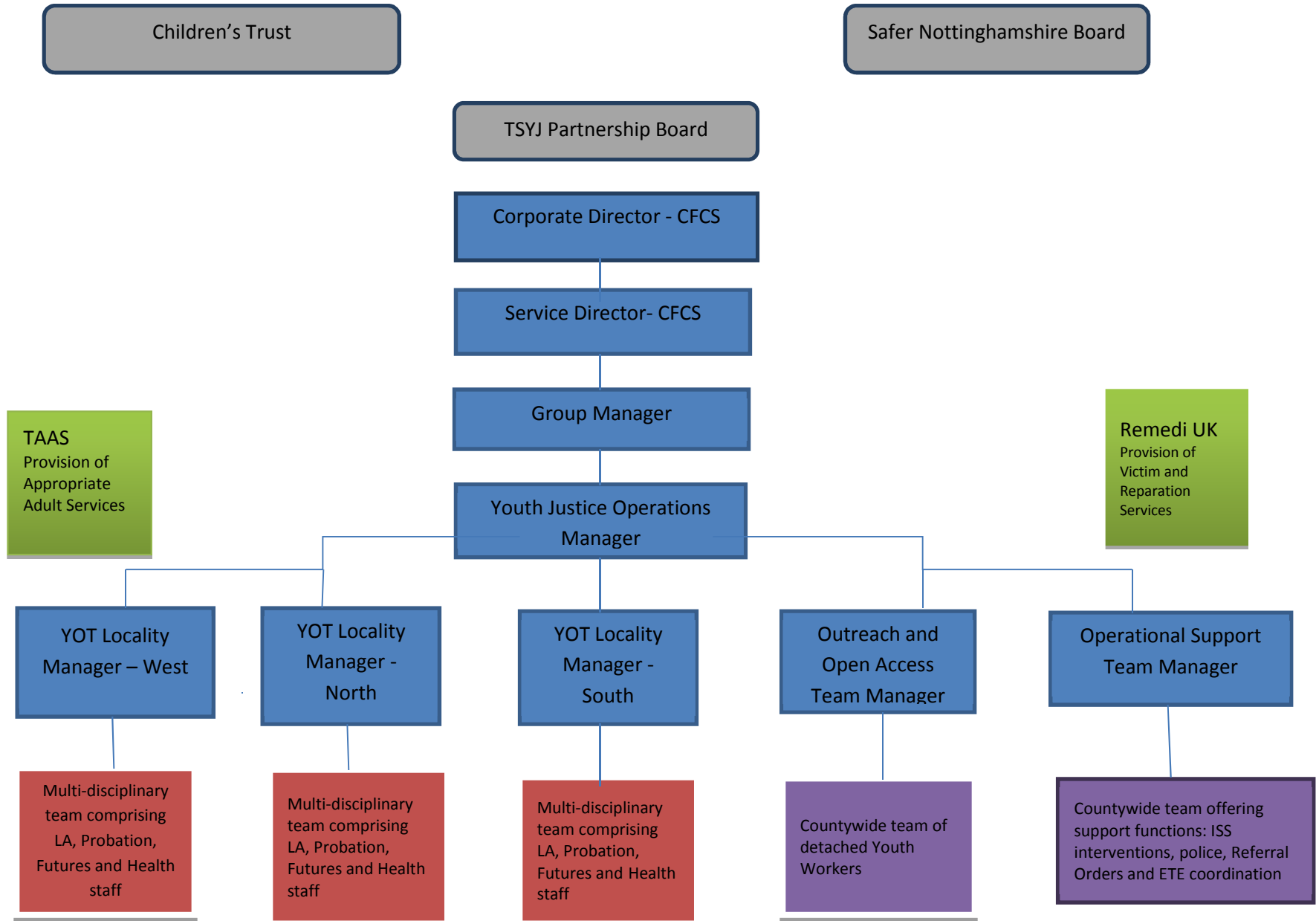
individual victim in a supportive environment can be a very powerful way to address their offending behaviour and provides the victim with a voice and a stake in the justice system.

## **2. Governance and Structure**

Nottinghamshire Youth Justice Service, along with its sister service Targeted Support sits within the Local Authority's Children's, Families and Cultural Services department. Line Management of the service flows up through the department to the Corporate Director for Children's, Families and Cultural Services. The activities of the Youth Justice Service are monitored and directed by the Targeted Support and Youth Justice Service Partnership Board, which is chaired by the Corporate Director for Children's, Families and Cultural Services. All key partners are represented at a senior level at the board (Appendix A). The Partnership Board reports to both the Children's Trust (which feeds into the Health and Wellbeing Board) and the Safer Nottinghamshire Board.

The Youth Justice Service is made up of three core YOT locality teams, covering the assessment and case management of young people involved in the criminal justice system or on the cusp of offending, one countywide Operational Support team, which provides interventions and support for the locality teams and a county wide Outreach and Open Access team providing assertive outreach to children and young people in areas of high crime and deprivation. Prior to April 2013 the crime prevention and outreach functions were held by an Operations Manager who sat outside of the Youth Justice Service but within the wider Targeted Support and Youth Justice Service. Following a service restructure, both functions moved over to the Youth Justice Operations Manager, with the crime prevention functions being embedded within the YOT locality teams and the Outreach and Open Access team remaining a discrete countywide team. The last year has seen a 'bedding in' of crime prevention functions within the YOT locality teams and the holding of a wider generic caseload being held by Case Managers, meaning that all youth justice functions, from preventing crime or anti-social behaviour to working with young people as part of court ordered sentences, falls within the relevant YOT locality team. The coming year will see a further strengthening of this position as case managers become more comfortable with the generic role.

**Governance of the Youth Justice Service**



### 3. Resources and Value for Money

The Youth Justice Service is funded from a variety of funding streams - both direct monetary payments and 'services in kind', such as the provision of seconded staff or delivery of services, such as unpaid work.

**Table 1: Partner Contributions to the Youth Offending Partnership Pooled Budget 2014/15**

<b>Agency</b>	<b>Staffing costs (£)</b>	<b>Payments in kind – revenue (£)</b>	<b>Other delegated funds (£)</b>	<b>Total (£)</b>
<b>Local Authority</b>		<b>2,159,028</b>		<b>215,028</b>
<b>Police Service</b>	<b>78,000</b>	<b>84,304</b>		<b>318,304</b>
<b>Police and Crime Commissioner</b>		<b>156,000</b>		
<b>National Probation Service</b>	<b>125,000</b>	<b>91,772</b>		
<b>Clinical Commissioning Group</b>		<b>173,000</b>		<b>173,000</b>
<b>YJB Good Practice Grant</b>		<b>1,211,469</b>		
<b>YJB Restorative Justice and Unpaid Work Grants</b>		<b>44,141</b>		
<b>Total</b>	<b>203,000</b>	<b>3,919,714</b>		<b>706,332</b>

When looking at comparable spend per head of 10-17 population, Nottinghamshire spends 25% more than other similar areas<sup>1</sup>. It should, however, be noted that this does not allow comparison of deprivation and does not take into account performance. Equally not all areas have retained their crime prevention functions or may have incorporated these into their targeted youth support services. When comparing targeted youth support services as a whole, Nottinghamshire spends 29% less than the comparable areas.

<sup>1</sup> Similar areas are Derbyshire, Staffordshire, Lancashire, Cumbria, Northamptonshire, Swindon, Kent, Dudley, Wigan and Lincolnshire



All senior partnership representatives at the Targeted Support and Youth Justice Service Partnership Board value the contribution that the Youth Justice Service makes to reducing crime and anti-social behaviour and are committed to maintaining funding and resourcing for the foreseeable future. Given the level of commitment to the service by the local authority and its partners, the Youth Justice Service is fortunate to be sufficiently resourced to carry out its functions - a fact acknowledged in a recent Peer Review.

The Youth Justice Service also commissions services to ensure effective delivery against its obligations. Appropriate adult services have recently been re-commissioned and have been secured at a minimal increase on the previous 4 years - 1.4% increase on the hourly rate provided under the previous 4 years. Discussions are ongoing to increase the effectiveness of the contract by extending the provision to include triage assessments and encouragement to engage with crime prevention services.

The Youth Justice Service also commissions Remedi UK to deliver its victim and reparation services. The re-commissioning of the service allowed a reduction in the contract price compared to the previous five years and introduced an incentivised payment schedule to key elements of the contract to ensure continuous improvement against key targets. Further work to look at development of the contract and improve outcomes for victims, such as improved ways to engage with victims to allow them alternative methods to have a voice within the youth justice system will be considered this year.

In addition to the above, the Substance Misuse contract is in the process of being re-tendered with an anticipated implementation date of October 2014. The new contract will see low level substance misuse issues, requiring information giving and motivational techniques being performed by Youth Justice Service Case Managers, who have the skills to address such low level behaviour, with the new provider dealing exclusively with those children and young people with more problematic substance misuse issues, or as part of a court ordered intervention.

#### **4. Partnership Arrangements**

As well as working closely with partners operationally to deliver its key objectives, the Youth Justice Service engages with partners at a strategic level to ensure that youth issues are represented within Nottinghamshire priorities. The Children's, Families and Cultural Services Service Director sits on the Safer Nottinghamshire Board and is the 'Youth Issues' champion. The Youth Justice Service is represented by the Group Manager on the following boards:

- Local Criminal Justice Board
- Reducing Reoffending Board
- Nottinghamshire Safeguarding Children's Board
- Safer Nottinghamshire Board Performance Group
- Multi-Agency Public Protection Arrangements Senior Management Board (during 2014/15 representation will move to the YJ Operations Manager)

In addition to standing representation, the Youth Justice Service engages with local partners around key crime priorities as these develop. As a result the Youth Justice Service is currently working with local partners around the key priorities of reducing violence and burglary and is represented at either Group Manager or Operations Manager level on the violence and burglary gold groups.

The Youth Justice Service works very closely with the local Supporting Families teams (under the Troubled Families agenda). Management of those teams falls to the Supporting Families Operations Manager who is in turn supervised by the Targeted Support and Youth Justice Service Group Manager. This means that the Supporting Families teams sit within the wider Targeted Support and Youth Justice Service umbrella of services. Where the Youth Justice Service is already engaged with a young person who is eligible for support under the Troubled Families Criteria, the Youth Justice Service will remain the lead professional and co-ordinate the work and activities for that child. Close links are maintained with the locality supporting families' team to ensure that appropriate support is in place for the wider family and access to further resources should this be necessary.

Numbers of young people remanded to youth detention accommodation is at its lowest level within Nottinghamshire and has remained static for the last two years. Whilst it is low, Nottinghamshire Youth Justice Service is keen to keep the number of young people in secure remand to as few as possible. It has therefore worked with Nottinghamshire Children's Social Care, Nottingham City and Derby City on a six month remand fostering pilot, which sees experienced foster carers on retainer to take those young people who are at a high risk of remand to youth detention accommodation. Although Nottinghamshire will withdraw from the scheme at the end of the six month pilot, lessons learnt from this will be considered as to how best to target this risky cohort of young people going forward.

In order to keep a focus on reducing the number of young people entering the criminal justice service in the first place, the Youth Justice Service is working with key partners – Police and Community Safety teams to identify appropriate young people for crime prevention activities. Whilst there are close working relationships in the form of joint working with the police via substance misuse workshops (which sees young people caught in possession of cannabis or committing alcohol related anti-social behaviour diverted from the criminal justice system to the workshop for information and guidance) and the local youth crime panels to agree an appropriate out of court disposal for children and young people, these relationships will be further strengthened by the co-location of Youth Justice Service case managers in police stations and community safety hubs. It is hoped that co-location will strengthen an understanding of roles, highlight appropriate cases for intervention and target resources where they are most needed.

As well as working with statutory partners, the Youth Justice Service is keen to work with voluntary or private sector organisations. As well as commissioning TAAS and Remedi to deliver against key performance objectives the Youth Justice Service has also commissioned two Junior Youth Inclusion Projects in the Manton and Coxmoor areas of Nottinghamshire, using money from Public Health. These projects are run by Barnardo's and will provide diversionary out of school activities for 8-12 year olds

who are most at risk of exclusion from school, truanting or at risk of anti-social behaviour or crime. These projects will run until September 2015.

The Targeted Support and Youth Justice Service benefits from a Homelessness team – a team of dedicated workers who offer advice and assistance with homelessness or risk of homelessness. This team also holds a countywide waiting list for access to supported accommodation via contracted arrangements. The Youth Justice Service is able to refer 16 and 17 year olds who find themselves homeless or at risk of homelessness to the team. The young person will be allocated a Homelessness Case Manager who will work with them on issues of homelessness and will work alongside other keyworker's plans to enable the young person to have a secure base. The team also support the referral to Children's Social Care where this is either dictated by circumstances (street homeless) or requested by the young person, and will support the young person in navigating this system. This intervention is primarily aimed at mediation and return to family where it is safe to do so. Where return is not the best option, then consideration of alternative supported accommodation is taken. For those aged 18-21 years the team will accept the assessment used for referral and send this out to supported accommodation providers via the waiting list system. For those young people in this age group with additional complexities or vulnerabilities there is some additional support. The aim is for young people to have a dedicated worker to support them in finding a stable home in order that they can engage meaningfully with plans in place to address other areas of need.

Meaningful full time engagement in education, training and employment remains one of the most significant protective factors to reduce re-offending for young people. Nottinghamshire Youth Justice Service acknowledges this and ensures that all young people who are supervised on statutory court orders have equal and equitable access to information, advice and guidance. Qualified specialist advisers (seconded from Futures) provide assessment, planning and supervision support if they are not in receipt of full time education, training or employment when they are sentenced through Her Majesty's Court Service. Where a young people engaging with the Youth Justice Service as part of a voluntary intervention requires support accessing full time education, training or employment, a referral will be made to qualified specialist advisers (seconded from Futures) within the Targeted Support team.

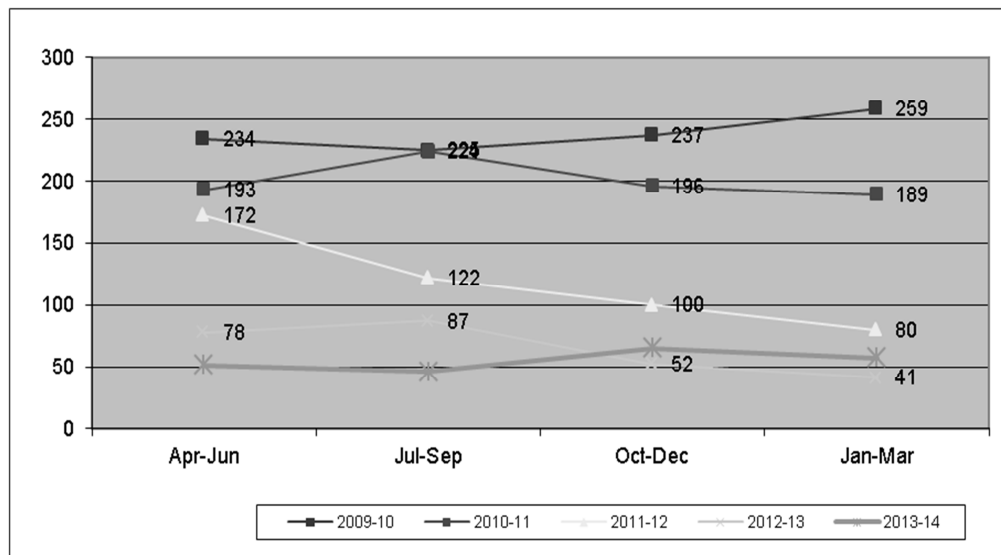
As the offending population has decreased through the reduction in first time entrants, those young people who remain have increasingly complex relationships with schools, colleges and all other education providers. This, along with the changing nature of education and training nationally, means that a different local response to the individual needs of young people in the youth justice system is required. As a result the Education, Training and Employment team now provide a much more bespoke response and brokerage service to youth justice practitioners, young people and their families. With the recent introduction of the Targeted Support and Youth Justice Service *Seven Guiding Principles of Education and Training*, the team's policy, procedures and practice are now closely aligned to the wider County Council's *Closing the Gaps Strategy*, and *Children Missing Education Policy*.

The Education, Training and Employment team also recognise partnership working as integral to increasing opportunities for young people. By developing communication, not only with a variety of different education providers in the community, but also with colleagues from across the East Midlands region (including custodial establishments), transition arrangements can be planned and implemented. The team also provide a value-added element through projects which include: coordination of intensive mentoring to increase attendance in alternative provision; access to one to one literacy catch up with the Rapid English programme; development of European Social Fund funded transition project REACH for young people transferring to Probation services, and, expert advice on the Rehabilitation of Offenders Act and related risk assessments.

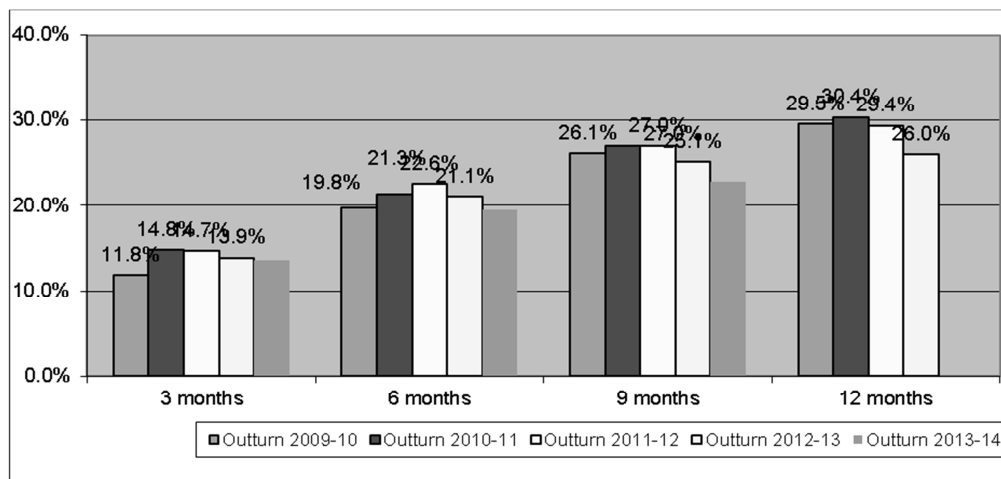
## 5. Performance and risks to future delivery

### Performance 2013/14

#### FTE Rates



#### Re-offending Rates



The graphs and tables above demonstrate the significant reductions that have been made against the number of young people entering the criminal justice system for the first time and, once involved, their likelihood of committing further offences. In addition to the above the rate of young people remanded and/or sentenced to youth detention accommodation has reduced dramatically. During 2013/14, 65% fewer young people experienced a remand to youth detention accommodation and 54% fewer young people were sentenced to youth detention accommodation than in 2010/11.

Whilst performance against national and local targets has been strong and reflects the downwards trend of the last 5 years, it is acknowledged that it is increasingly difficult to continually reduce such a low number. As a result stretching but realistic targets set against national and regional comparator groups have been set and agreed by the Partnership Board. The overriding principle is to keep the numbers of first time entrants, those reoffending and those sentenced to or remanded to Youth Detention Accommodation to an absolute minimum.

Priorities for Nottinghamshire Youth Justice Service for 2014/15 will be:

Performance Measure	Average 2012/13	Notts 2012/13	Notts current local estimate 2013/14	2014/15 target
First Time Entrants: Number per 100,000 of 10-17 population	National: 533  East Mids: 607	547	298	<b>320</b>
Re-offending-Binary (reported 3 months in arrears)	Nat Ave: 35.5%	26%	-	<b>26%</b>
Re-offending – Frequency re-offences per offender (reported 3 months in arrears)	Nat ave: 1.02	0.7		<b>0.7</b>
Custodial Remands Actual numbers (young people)	-	-	15	<b>12 young people</b>
Custodial Sentences Actual numbers (young people)	Nat ave: 0.62 per 1000 youth population	0.32 per 1000 youth population	0.256 per 1000 youth population	<b>0.3 per 1000 youth population</b>  <b>23 young people</b>

In addition to the above targets, work will also focus upon ensuring that all children and young people in contact with the youth justice system are receiving appropriate education, training or employment and work will continue to focus upon challenging any part time timetables or grey exclusions. The following targets have been set for the education, training and employment team:

*Percentage of young people supervised by youth justice system in full time education, training or employment at end of statutory court order.*

	<b>Baseline</b>	<b>2% Target</b>
Pre 16 Cohort	61%	63%
Post 16 Cohort	70%	72%
Total Cohort	67.5%	69.5%

## **6. Risks to performance and service delivery**

Income for the Youth Justice Service has been stable going into 2014/15. However, it is likely that the Youth Justice Service will need to make in year efficiency savings for 2014/15 and will face a reduction in budget going forward to 2015/16 in terms of Local Authority income, Youth Justice Board grants and partnership contributions. Incorporation of crime prevention functions into the YOT locality teams will ensure that these important functions are protected as all staff are confident and competent to work across the offending spectrum, but the Youth Justice Service will also be considering new operating models going forward as a way to increase efficiencies without reducing impact on service delivery to children and young people or stakeholders.

The Youth Service and other voluntary and discretionary services face ongoing reductions in funding streams. Whilst the Youth Service will continue to prioritise areas where there is most need, there remains a risk that there may be an impact on first time entrant figures. It is also likely to increase demands being placed on the Outreach and Open Access team. In order to better manage an anticipated increase in requests, the Outreach and Open Access team has restructured to allow the delivery of more sessions within areas of high crime and deprivation and to allow a greater flexibility to respond quickly where issues of anti-social behaviour or low level crime present.

There has been a reduction in referrals for crime prevention intervention from partner agencies, possibly due practitioner confusion in the wake of an enhanced Early Help offer within Nottinghamshire and a lack of awareness of the crime prevention functions of the Youth Justice Service. Work is therefore underway with partner agencies to understand the barriers to early referral and to increase the number of referrals to the teams. The Youth Justice Service will be working very closely with Police and Community Safety teams, which will be strengthened by working in the co-located 'hubs'.

The Youth Justice Service will be working with the Police, Crown Prosecution Service and Children's Social Care to agree and implement a local protocol regarding the behaviour management of children and young people in care homes to

prevent the criminalisation or further criminalisation of looked after children for behaviour that would not lead to prosecution if they were within a family home.

As with many areas, as the number of young people within the criminal justice system shrinks, those within the Youth Justice Service tend to be young people with more entrenched offending behaviour with complex needs. As a result reducing their offending becomes more challenging. As well as some of the measures already identified, the Youth Justice Service will focus quality assurance activities upon the quality of interventions offered to children and young people to ensure that interventions are relevant, timely and focussed upon individual needs. The Youth Justice Service will also undertake data analysis exercises to attempt to understand reoffending patterns and trends by area with a view to better targeting of resources.

Following the move out of pre 16 Education Training and Employment work to less specialist workers within the Targeted Support Service, the Youth Justice Service saw a drop in the number of pre 16 young people engaged in full time timetables. As research shows meaningful education or employment is an important protective factor, the Youth Justice Service have moved this function back to YOT locality teams in recognition of the specialist skill set that is required in addressing this challenging area of work. This will allow YOT locality teams to adopt a more holistic approach to addressing the needs of young people and will allow a focus on increasing the engagement rate of statutory school aged children with education. Coupled with the use of interventions such as Rapid English to support skills development, it is hoped to impact upon reoffending rates.

The Youth Justice Service will continue to provide individualised packages of Intensive Supervision and Surveillance provision to the court to keep numbers of youth custody and remands to youth detention accommodation low. To ensure that remands made are appropriate, the Youth Justice management team will review every new remand on a monthly basis to identify any trends or barriers to bail and to identify any actions that may need to be taken to keep the numbers of those detained to an absolute minimum. As well as ensuring that no young person inappropriately faces a remand to youth detention accommodation given the likely impact upon emotional health and wellbeing, keeping remands to youth detention accommodation to a minimum is important for Nottinghamshire County Council, given they will bear both the remand costs and the costs associated with the young person being designated a looked after child by virtue of their remand. It is therefore of importance that the Youth Justice Service works closely with Children's Social Care around this agenda.

The new dynamic of Transforming Rehabilitation and the division of cases between the National Probation Service and Community Rehabilitation Companies will necessitate a different way of working when transitioning children and young people into the adult criminal justice system. From June 2014 Unpaid Work will move over to YOTs. This delivery of unpaid work will be undertaken by Remedi UK under the existing contract for reparation services.

## 7. Developing and Improving the Service

Actions to be completed in 2014/15	Person responsible	Timescales
<b>FTEs</b>		
Increase crime prevention referrals into the service via closer working with police, community safety teams and schools;	YJ Ops Manager/ Team	31/03/2015
Redesign a user friendly referral form for crime prevention referrals	YJ Ops Manager	31/08/2014
Identification of case managers to co locate with community safety teams and police staff	Team Managers	
Co-location of case managers in community safety hubs and police stations	Team Managers	
<b>FTEs and Re-offending – Data analysis</b>		
Analyse FTE data on a quarterly basis to understand profiles and hotspots to target resources;	YJ Ops Manager	First analysis by
Analyse re-offending data by team to identify profiles, hot spots and team trends;		31/07/2014
Analyse community resolution and Out of Court disposal data to identify profiles and trends;		then ongoing
Analyse breach data by team to identify profiles and team trends		every quarter
<b>Service User evaluations</b>		
Team duty seniors to contact young people at mid and end order point to complete service user evaluation forms;	YJ Ops Manager/ Team	31/03/2015
Team Managers to contact random sample of service users to ascertain views of service and provision;	Managers	
YJ Managers to review trends from service user evaluations on a bi annual basis at YJ management meeting		
Focus quality assurance events on outcomes, quality of intervention and impact of work with young people and develop action plans to address emerging themes	YJ Ops Manager	31/03/2015
Advanced Practitioners to undertake live supervision of case managers in court setting	Team Managers	31/12/2014
Review every remand into youth detention accommodation at monthly youth justice management meetings	YJ Ops Manager / Team	31/03/2015
	Managers	



## 8. Developing the workforce

<b>Activity to be undertaken in 2014/15</b>	<b>Target Group</b>	<b>Timescale</b>
Restorative Justice training for managers	Team Managers	May 2015
Asset plus awareness briefings	All service	March 2015
Developing court skills	All service	March 2015
Development of staff to work across full range of youth justice service cases (crime prevention activity to statutory orders)	All service	March 2015
Completion of 'progression framework' to enable progression of case managers from Band A to Band B	Band A case managers	March 2015
Review of NVQ level 4 provision and subsequent roll out to Youth Justice Service Officers	Youth Justice Service Officers	March 2015

## **Appendix A**

### **Membership of the Targeted Support and Youth Justice Service Partnership Board**

#### **Core Board Members**

Nottinghamshire County Council Corporate Director and DCS (Chair)  
Ch Supt, Nottinghamshire Police (vice Chair)  
Director, National probation Service  
Director, CRCs  
Senior Public Health Manager, Integrated Commissioning Hub  
CFCS Service Director, NCC  
CSC Group Manager  
TSYJ Group Manager NCC  
Chief Executive, Office of the Police Crime Commissioners Office  
Youth Justice Operations Manager  
Partnership Manager, Department of Work and Pensions  
Elected Member (County Council)  
Corporate Director, Gedling Borough Council (on behalf of the district councils)  
Community Safety Manager NCC

#### **Supporting Officers**

Troubled Families Co-ordinator  
Targeted Support Operations Manager

#### **Invited attendees**

NSCB Chair

14 July 2014

Agenda Item: 9

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

### **CHILDREN WHO GO MISSING FROM HOME OR CARE: END OF YEAR REPORT 2013/14**

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

1. The purpose of the report is to update members on activity and progress relating to work regarding children missing from home or care within Nottinghamshire during 2013-14. The report reviews progress on the priorities identified for 2013/14 and identifies priorities for 2014-15.

#### **Information and Advice**

##### **Background**

2. Children who go missing from home or care remain a vulnerable group and may come to harm in a variety of ways including through sexual exploitation. It continues to be recognised that looked after children remain a particularly vulnerable group of children.
3. The governance of children missing from home or care is through a multi-agency steering group which meets quarterly and reports to the Nottinghamshire Safeguarding Children Board (NSCB).
4. The local authority, with partner agencies, continues to robustly respond to children who are reported to the police as missing from home and care. The local authority is able evidence many aspects of this work through comprehensive data collection and analysis.

##### **National and Local Strategy and Partnerships**

5. In January 2014 the Department for Education published revised 'Statutory guidance on children who run away or go missing from home or care' which incorporated the Association of Chief Police Officers guidance (April 2013). As a result, the local NSCB inter-agency protocol *Children Who Go Missing From Home, Care or Education (2012)* is in the process of being revised and is due to be completed by July 2014. The local strategy and action plan has also been revised to reflect the changes.

6. One of the most significant changes arising from the revised national documents is the introduction of new definitions of 'missing', 'absent' and 'away from placement without authorisation'. Locally a shared understanding is being sought as to how children missing from care should be responded to as it will be important for this to be done consistently in a way which promotes their safeguarding.
7. An important part of the process is the timely sharing of information between agencies. It is acknowledged by the police that in respect of children under the new category of 'absent', this may be a challenge and a new process is being developed. Information regarding children classified as 'missing' will continue to be shared in the same way.

### **Current Service Provision**

8. During 2013/14, the process for when a child was reported missing was as follows:
  - the Police receive a call from a parent or carer to report a child missing
  - the Police visit the home or residence of the child, take a missing child report and lead the effort to find them
  - the Children Missing Officer within Children's Social Care is notified of the missing report
  - when the child is found the Police complete a 'safe and well' check
  - where there is a delay in the child being found there is ongoing dialogue between the Police and Children's Social Care
  - a 'found' report is sent to the Children Missing Officer by the Police
  - the Children Missing Officer co-ordinates the request for a return interview or a multi-agency meeting from the relevant team
  - a worker visits the child to complete a return interview and if required co-ordinate a multi-agency meeting.
9. A return interview is completed when the young person has gone missing for the second and then subsequent times; or the first time if there are particular vulnerabilities identified or they have been missing for 24 hours
10. A multi-agency meeting will be held after the third time of going missing, or the young person has been missing for 72 hours or if they are engaged in risky behaviour.
11. The request for a return interview is either directed to an allocated social worker or to a worker from the NCC Targeted Support Service.
12. A return interview should be undertaken within 72 hours and is an opportunity to discuss why the child has gone missing and to plan help and support with the goal of preventing, or reducing, future occurrences. When required, a multi-agency meeting will be held.
13. The revised children missing from home and care protocol will introduce some changes to the above process to reflect the change in definitions and the

subsequent response required. The intention is to continue with a robust and supportive response to all children covered by the protocol.

### **Key data**

14. Data is collated on a monthly basis and used to inform practice and strategy. A presentation accompanies this report highlighting some of the key findings. There is as yet no national data to enable comparison of practice. A presentation will provide further key data for children going missing from care.
15. The key findings for 2013/14, including comparison to 2012/13, are as follows:
  - ❖ Excluding other local authority looked after children, the number of recorded episodes of missing children remained stable from 1,280 to 1,282 but the number of individual young people decreased substantially from 720 to 644. This mainly relates to a decrease in the number of young people missing from home.
  - ❖ Regarding Nottinghamshire looked after children going missing from care; there was an increase of 30 individual children and 106 episodes. This may be linked to increased reporting or evidence of more children going missing. The care population is also ageing which may be a factor. Further attention will be given to this over the coming year. The data relating to looked after children suggests that they are more likely to go missing from external providers (i.e. non NCC provision) or when placed out of the County.
  - ❖ 87% of children who are reported missing are found in under a day and the median time that children are missing is four hours.
  - ❖ Regarding gender, there was a 51:49 male:female ratio in respect of individual young people which is similar to the previous year.
  - ❖ The ethnicity of children going missing largely reflects the child population within Nottinghamshire.
  - ❖ The peak age range of children going missing is 13-17 years with 70% aged 13-16 years; there has been a slight decrease in children less than 13 years during this year which is positive.
  - ❖ 112 multi-agency meetings were held over the previous year.
16. The reasons young people give for going missing are varied but are mostly about the relationship with their parents or boundary issues although some were school based. For looked after children, reasons were similar in relation to boundary issues but less so school based, parental relationships or abuse and neglect.

### **Review of key priorities for 2013/14**

17. This section reviews priorities for work during 2013/14 not previously referenced.

***Improve quality assurance; particularly evaluating the quality of the return interview process and intervention in terms of the outcome for the child***

This was achieved through a NSCB multi-agency audit which was finalised in January 2014. The outcome of the audit confirmed that there was evidence of good and adequate work leading to positive outcomes for children. There was evidence of multi-agency work across the majority of the cases. Whilst mainly positive, there were some areas for development noted which are being progressed including establishing an ongoing method of quality assurance.

***Improve our engagement with young people to ensure their voice is heard***

This was a key feature of the NSCB audit and is an area which is promoted through the return interview. It is an area which will receive continued focus during the coming year.

***Ensure a more sophisticated analysis of the data, looking at 'hot spots' and repeat missing persons as well as understanding any risk or harm the child has experienced***

There has been improved scrutiny of, and response to, the data, e.g. where a child's missing episodes have escalated, or where a children's home had an increase in notifications. To formalise this process, a cross-authority multi-agency approach has been implemented through the introduction of a multiple missing and hotspots meeting which began at the end of April 2014.

***Monitor the use of disruption techniques by the police i.e. child abduction warning notices***

Child abduction warning notices can be an effective means of disrupting the contact between the child and the adult harbouring them. During 2013/14, the police issued 17 child abduction warning notices against people who may pose a risk to children. This was in respect of eight children and an increase from five the previous year.

***Strengthen intelligence sharing processes with the police***

Intelligence has been shared between the police and Children's Social Care on a case by case. The police are intending to introduce a generic e-mail address to support improved communication.

***Further develop work with the looked after children teams including a focus on children placed out of the County.***

The introduction of dedicated looked after children teams in 2013 has provided an opportunity to focus on work regarding looked after children who go missing. A specific briefing was held with these teams and there is ongoing communication between them and the children missing officer. There is also connectivity with the Placements Service and other agencies or services linked to looked after children

both in and out of the County. A looked after children team manager also sits on the missing children steering group.

### ***Training***

Missing children issues have been raised at eight child sexual exploitation training events; NSCB 'What's New in Safeguarding' events; children's social care managers meetings; training for newly qualified social workers and at a school attendance meeting.

### **Key priorities for 2014/15**

18. The key priorities are:

- Revise and implement the NSCB protocol to incorporate the new DfE statutory guidance
- Ensure a process for the timely notification of absence notifications
- Review arrangements for the completion of independent return interviews
- Revise electronic reporting processes to reflect the revised protocol
- Plan and deliver appropriate training events including a LAC specific event
- Develop an ongoing audit process
- Police to embed the children missing co-ordinator role and develop a process to strengthen intelligence sharing
- Improve our engagement with young people and ensure their voice is heard through return interviews, planning and outcomes.
- Further develop the inter-agency multiple missing and hot spots meeting
- Improve recording within health services regarding young people who go missing.

### **Other Options Considered**

19. The report is for noting only.

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

20. The report is for noting only.

### **Statutory and Policy Implications**

21. This report has been compiled after consideration of implications in respect of 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.

## **Safeguarding of Children Implications**

22. The Children Missing from Home and Care protocol is issued under the Nottinghamshire Safeguarding Children Board procedures, the governance of which is through the NSCB.

## **RECOMMENDATION/S**

- 1) That the update on the activity relating to children who go missing from home or care within Nottinghamshire during 2013-14 and the progress made with regard to the response to those children who go missing from home or care be noted.

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

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

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## **Constitutional Comments**

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

## **Financial Comments (KLA 25/06/14)**

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

## **Background Papers and Published Documents**

Children who go missing from home, care or education protocol – Nottinghamshire Safeguarding Children Board, 2012

Children who go missing from home or care: end of year report 2012/13 – report to Children and Young People's Committee on 14 October 2013

Children Who Run Away or Go Missing from Home or Care – Department for Education Statutory Guidance, January 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**

All.  
C0461



14 July 2014

Agenda Item: 10

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

### **CHILD SEXUAL EXPLOITATION (CSE) UPDATE**

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

1. The purpose of this report is to update the Children and Young People's Committee on the progress of child sexual exploitation work being undertaken within Nottinghamshire. It is proposed that a further report be provided to the Committee in six months.

#### **Information and Advice**

2. Child sexual exploitation (CSE) remains a high profile area of safeguarding children work and will be considered as part of an Ofsted inspection. It is also a subject that is of potential media interest.
3. Locally work remains overseen by a cross-authority (Nottinghamshire County and Nottingham City) multi-agency group which continues to take forward the work identified within the local strategy and action plan. This group meets quarterly and is chaired by a Detective Inspector from Nottinghamshire Police Sexual Exploitation Investigation Unit. The chair reports to the Nottinghamshire Safeguarding Children Board as this work is one of its key priorities. Within Children's Social Care there is a strategic lead whose role is to support developments in this area of work.
4. Since the last report to the Children and Young People's Committee in January 2014, the focus has remained on promoting professional awareness via: training; engagement with children, young people and their families; organisational issues; and data collation. Consideration has also been given to the final report of the Office of the Children's Commissioner Report (November 2013) *'If only someone had listened'* following its enquiry into child sexual exploitation within gangs and groups. The notable implications arising from this review are incorporated into this report.

#### **Office of the Children's Commissioner Report (November 2013)**

5. The Office of the Children's Commissioner has produced four reports linked to child sexual exploitation. The final report was lengthy and complex, detailing the findings of their research which identified both failings and examples of good practice alongside a set of recommendations. The report also set out a framework for tackling child sexual exploitation which will be further considered by the cross-authority group to ensure that the key areas are reflected within the local action plan.

6. Some of the more conceptual elements of the Office of the Children's Commissioner Report will be tested through a multi-agency Nottinghamshire Safeguarding Children Board audit of cases during 2014/15. This will enable, for example, auditors to consider if *'the voice of the child'* has been heard in the context of *'don't make assumptions about who I am and what I need ... help make me safe and stop it happening'*.
7. Whilst the focus of the report was on gangs and groups, its scope and the subsequent findings were much broader. This report was one of a number of reports and research published regarding child sexual exploitation over a relatively short period of time.

### **Training and professional awareness**

8. Training provided under the auspices of the Nottinghamshire Safeguarding Children Board has continued to raise professional awareness in identifying and responding to child sexual exploitation. During 2013/14, and to date, there have been nine training sessions delivered to over 300 professionals from the County although it is recognised that this is a small proportion of the overall multi-agency workforce. Three more events are planned for 2014/15 and consideration is being given to a follow on course. Two events specifically focussing on the sexual exploitation of boys is also planned for 2014. To reach a wider audience, a basic e-learning module is now available; all agencies and contractors will be asked to promote its completion by all staff including those involved in more peripheral roles e.g. park rangers or licencing officers. Some workers who do not work directly with children may be in positions to identify concerning behaviour and share intelligence.
9. A practice forum, led by the NSPCC has been established. Its first meeting took place in December 2013 and a further meeting will take place by September 2014. The practice forum will contribute to meeting the 'voice of the professional' aspects of the Office of the Children's Commissioner report as it provides an opportunity for professionals to come together to discuss cases and share best practice and learning.

### **Engagement with children, young people and their families**

10. As noted in the last report, thirteen schools and academies benefitted from a specially commissioned play performed by an educational theatre company. The play and an accompanying workshop aim to increase children's awareness of risks of sexual exploitation. Feedback was positive and all of the remaining schools and academies in Nottinghamshire have been offered one free performance with the option to purchase more.
11. It is important that parents and carers are aware of the risks of sexual exploitation to support them in trying to keep their children safe. To facilitate this a free e-learning course, developed by the voluntary sector, has been shared with a range of professionals who work with parents or carers with the request that they promote it. This included foster carers both within the Local Authority and the independent sector. All secondary schools and academies have also been asked by the Corporate Director for Children, Families and Cultural Services to promote the e-learning with the parents of their pupils.

12. A child sexual exploitation project worker from the voluntary sector is now available to work with a number of children who may be at risk of, or experiencing, sexual exploitation. This post is available for a year and will be evaluated by their organisation in conjunction with officers from Children, Families and Cultural Services.
13. Over the next three to six months focus will be given to promoting the engagement of children by, for example, their participation in child sexual exploitation multi-agency meetings.

### **Organisational issues**

14. To assist with strengthening and progressing both the development of the action plan and operational practice, it is proposed to ring fence a 0.5 full-time equivalent post from within the independent chair service. This will allow specific focus on key areas such as the engagement of young people and further develop joint working with the police.
15. In addition to the developmental work being undertaken, there is a well-established operational response to cases. Multi-agency strategy meetings are held for cases where it is identified that children or young people are at risk of, or are experiencing, child sexual exploitation. These meetings are chaired by a Child Protection Coordinator and relevant agencies are involved in order to ensure appropriate sharing of information and planning.
16. Feedback from the 2013/14 Governor Compliance Checklist for schools, which is specifically for secondary schools and academies, has been evaluated. They were asked the question:

*Does your school include Child Sexual Exploitation (CSE) within PHSE curriculum?  
Circle in which year: - Year 7 Year 8 Year 9 Year 10 Year 11*

17. Twenty-two out of 46 secondary schools/academies returned the checklist and of these 16 responded to the question. Seven of the 16 include child sexual exploitation within the curriculum across all year groups and nine across some. One learning centre also provides input across all year groups and four special schools confirmed that they provide work as appropriate to the needs of the children.
18. It is positive that many of the schools and academies that responded do provide learning opportunities about child sexual exploitation for their children and young people but equally there were a number of non-responders and therefore an unknown element.
19. With respect to the parental e-learning, before the end of the summer term all schools and academies will be contacted to ask if they have supported the promotion of the course referred to earlier in this report.
20. Promoted through Nottinghamshire County Council the NSPCC continues to offer work to all schools with Year 5 and 6 pupils on 'keeping happy and safe' which includes an e-safety and exploitation angle. The Nottinghamshire County Council anti-bullying co-ordinator also offers e-safety sessions to parents and schools and other settings, predominantly in the primary sector. The aim of this training for schools is to promote the embedding of e-safety within the curriculum, and the ethos of the school, by raising

awareness, showing and recommending resources and talking about the safeguarding issues for staff and students. For parents the emphasis is on keeping up to date with new technology and how young people are using it and how to support young people so they can grow up safely in the digital world. There are currently approximately 20 sessions provided each term.

21. There remains a significant opportunity to consider how to improve engagement, particularly with secondary schools and academies, over the subject of teaching child sexual exploitation within its curriculum. It is recognised that this is a difficult national issue as there is no statutory basis for this work, a point which was raised within the Office of the Children's Commissioner Report. Over the coming year further consideration will be given as to how schools and academies can be supported and influenced to engage their young people on the issue within the context of sexual relationship education or personal, social and health education work. The theatre group project and the governor compliance checklist will support this process and other strategies will also be considered.

## **Data**

22. During 2013/14 104 sexual exploitation strategy meetings have been held in relation to 47 individual children and of these 13 related to looked after children and two who were subject to a child protection plan. The numbers of strategy meetings is an increase on the previous year which demonstrates a higher level of identification and referral to services. The risk of child sexual exploitation also features within some reports when children have gone missing. The police continue to investigate a range of cases linked to child sexual exploitation in collaboration with children's social care and other agencies and there have been convictions arising from their work.

## **Conclusion**

23. As noted in previous reports, the concerns relate to a relatively small minority of young people but they are seen as vulnerable and in need of a robust response from agencies.
24. Building on previous work there have been many developments over the last two years in the way that child sexual exploitation has been managed and responded to both within Children's Social Care and across partnerships under the auspices of the Nottinghamshire Safeguarding Children Board.

## **Other Options Considered**

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

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

26. The Children and Young People's Committee should continue to have scrutiny and oversight of the developments to further develop the response to child sexual exploitation within Nottinghamshire.

## **Statutory and Policy Implications**

27. 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**

That:

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

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

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## **Constitutional Comments**

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

## **Financial Comments (KLA 25/06/14)**

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

## **Background Papers and Published Documents**

Child Sexual Exploitation Action Plan – report to Children and Young People's Committee on 5 November 2012

Child Sexual Exploitation Action Plan – report to Children and Young People's Committee on 10 June 2013

Child Sexual Exploitation Action Plan – report to Children and Young People's Committee on 13 January 2014

'If only someone had listened' – Office of the Children's Commissioner's Inquiry into Child Sexual Exploitation in Gangs and Groups, Final Report, November 2013

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.

C0460

**14 July 2014****Agenda Item: 11****REPORT OF THE SERVICE DIRECTOR, CHILDREN'S SOCIAL CARE****PROGRESS OF ENCOMPASS NOTTINGHAMSHIRE: INFORMING SCHOOLS  
OF DOMESTIC ABUSE INCIDENTS****Purpose of the Report**

1. To inform and update the Committee on the progress of the Encompass Nottinghamshire initiative, which involves informing schools of medium and high risk domestic abuse incidents which a child has witnessed, been in the household at the time or been affected by.

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

2. In September 2013, a proposal was submitted to the Multi-Agency Safeguarding Hub (MASH) Governance Group to inform schools (primary and secondary) of domestic violence incidents, when one of their pupils is involved. The aim was to equip schools with the information to understand the root cause of a child's behaviour and to best support their development. This proposal was to address the current gap in communication between police and schools which was identified by the Domestic Violence Strategy Group for Nottinghamshire (now Domestic and Sexual Abuse Executive), which is accountable to the Safer Nottinghamshire Board (SNB).
3. Routine information sharing with schools around domestic violence when children are involved has been identified as a gap both locally and nationally. Currently a child's school is not routinely informed of domestic abuse incidents, when one of their pupils has been involved. In Nottinghamshire, two Domestic Homicide Reviews since 2011 identified the lack of communication with schools as an issue.
4. There is strong evidence to show that experiencing domestic violence has a negative impact on children's development and emotional wellbeing<sup>1</sup>. Nationally, schools have identified a gap in their knowledge about the child's family circumstances and may not be aware of the root cause of a child's behaviour. Therefore, schools may not have the knowledge to provide the appropriate support.
5. Encompass Nottinghamshire creates a process to embed routine, intelligent and timely information sharing between the Council, police and schools regarding domestic

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<sup>1</sup> The research and evidence base was gathered, evaluated and is stated in the business case for Encompass.

violence. The Encompass model is a process which informs schools of domestic violence incidents (involving children) which have been reported to the police by the next working day. The information is communicated to the 'Key Adult' in the school, the designated Safeguarding Lead. This includes domestic violence incidents that children are involved in or witness, and households in which children live but are not present at the time of the incident. This model enables schools to have more accurate information on the factors impacting on a child's life so that they are more aware of the child's family situation and understand the impact.

6. Teachers play a unique role in having daily contact with pupils. Therefore, they are able to play a key role in supporting the child, if they are made aware of the incident(s). The Encompass model equips the school's Safeguarding Lead with information to better support them in their safeguarding role. It allows for early intervention to support the needs of a child.
7. The Encompass model is an approach piloted in Plymouth by Devon and Cornwall Police to inform schools of domestic violence incidents by the next working day. It was piloted to address the gap in communication between police, education and social care on domestic abuse, which has also been identified in Nottinghamshire. The initiative has also been developed and implemented in other areas, such as Knowsley, Coventry, Cumbria and Leicestershire.
8. The Encompass model has been tailored for use across Nottinghamshire and the outcomes of the model are:
  - a process for informing schools of reported domestic violence incidents where one of their students has been involved during the next school day
  - intelligent, secure information sharing between the police and a 'Key Adult' in schools
  - early intervention to equip schools with the right training and information to support children and young people who are affected by domestic violence.
9. This is a targeted initiative focusing on:
  - high and medium risk domestic abuse incidents, as this supports the most vulnerable children in terms of the severity of incidents
  - school aged children; 4-18 years old
  - all types of schools (primary, secondary, academies, special educational needs, non-state)
  - domestic abuse incidents reported to the police
  - domestic abuse incidents reported during school term-time.
  - children and young people that live and attend school within the County borders.

## **Update on Progress**

10. An Encompass implementation group was set up to oversee and support the implementation of the initiative. The group has been meeting bi-monthly since early 2014. It includes colleagues from social care, the MASH, early help, police, schools, public health and wider health.



11. Colleagues from the implementation group visited Knowsley in March 2014 to see how their Encompass process worked, the training given to schools and the governance arrangements. This has helped to shape the process in Nottinghamshire.

### **Process of Informing Schools:**

12. The process is going to be undertaken by the MASH via a phone call. The police sergeant who manages the police Domestic Abuse Support Unit (DASU) in the MASH will filter for the medium and high risk cases each day involving children. These cases will be triaged by a social work team manager, discussed and shared with the Education Advisor in the MASH (previously a head teacher) each morning. The Education Advisor, with support from the MASH Officers will phone the school to inform them of the incident during the morning/lunchtime following the incident.
13. The Domestic Abuse, Stalking and Honour Based Violence (DASH) risk assessment form, which is completed by police response officers when they attend a domestic abuse incident, has been updated to record the name of the child's school. The Education Advisor will also check the schools database system, Capita One, to cross-check the school name on the DASH form. The DASH form also states that the information collected may be shared with the child's school where a child is involved. Police training is being updated to also reflect this and a factsheet has been produced for police response officers.
14. The process is going to be trialled in the Rushcliffe and Newark/Sherwood districts from the end of September 2014. The trial will be evaluated for three months until the end of December 2014. Following evaluation and development, the initiative will be rolled out county wide in early 2015.

### **School briefings and support pathway:**

15. Encompass Nottinghamshire is being presented to all Nottinghamshire head teachers during the summer head teacher briefings in June and July. A factsheet for schools has been produced and will be distributed at the briefings.
16. Short training briefings for school designated teachers/appropriate school staff will be held in the two trial districts in mid-September 2014, with two briefings for each locality. The aim of the briefing is to give schools a background to the warning signs of domestic abuse, how the Encompass process will work, and the referral pathways available.
17. The designated safeguarding teacher training will signpost to the Encompass initiative, to make staff aware of the initiative on an ongoing basis. Wider Nottinghamshire Safeguarding Children's Board (NSCB) training across the County will also be updated to inform professionals about Encompass Nottinghamshire, in order to promote wider awareness.
18. A pathway for Encompass is being developed to inform schools of the process. The pathway will also outline the services available if schools feel that a child or family require further support. If the school has escalating safeguarding concerns, they will be signposted to the MASH. For all other support services the pathway will signpost schools to the Early Help Unit for referrals to Council and voluntary sector services.

### **Early Years Cases:**

19. The MASH collected data on the domestic abuse incidents involving children and their ages, for two weeks during April 2014. Details were given on a sample of 210 children and show the high percentage of children under school age that are affected:
- 0-5 years           47%
  - 5-12 years       43%
  - 12-18 years      10%
20. As a result of the high proportion of incidents involving children under school age (0-4 years), these incidents are going to be shared with the Early Help Unit (EHU), which widens the original business case to pre-school aged children. The Early Help Unit will check whether the affected children are known to a Children's Centre or family support service through System One and contact this agency to inform them of the incident, where possible. The process is currently being developed by the Early Help Unit.

### **Other Options Considered**

21. The implementation group considered alternative communication methods to inform schools of incidents. The methods considered included email and via an online secure web portal. However, consultation with schools revealed that a phone call was the most convenient way for schools to receive information as administrative staff can be made aware of the importance of an 'Encompass call' and ensure that the appropriate member of staff is identified.
22. Informing schools of all risk-levels of domestic abuse incidents was considered (standard, medium, high). However, standard risk covers a whole range of incidents which are not likely to involve a child or young person face-to-face or in the household (for example, text messages). There is also an issue of consent for sharing standard level incidents. Medium and high risk cases focus on the most vulnerable children being impacted on by domestic abuse.

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

23. Following the research and analysis of the gap in informing sharing with schools about domestic abuse incidents, it was recommended that a consistent approach was developed and implemented. Informing schools of medium and high risk domestic abuse incidents via a telephone call the next school day after an incident means that a consistent approach is embedded and delivered by the MASH.

### **Statutory and Policy Implications**

24. 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.

## **Financial Implications**

25. The costs are being met by service areas. The MASH Education Advisor, employed in the MASH (previously a head teacher) since April 2014 will make the phone calls to school as part of the daily role, with support from MASH Officers.

## **Implications for Service Users**

26. This initiative is likely to result in an improved response to children and young people experiencing domestic abuse, as a result of schools being made aware of incidents and a more joined-up approach being in place.

## **RECOMMENDATION/S**

- 1) That the progress of the Encompass Nottinghamshire initiative be noted.

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

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## **Constitutional Comments**

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

## **Financial Comments (KLA 26/06/14)**

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

## **Background Papers and Published Documents**

None.

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

All.

C0449





14 July 2014

Agenda Item: 12

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

**CHANGES TO THE STAFFING ESTABLISHMENT IN CHILDREN'S SOCIAL CARE**

**Purpose of the Report**

1. To seek approval for changes to the arrangement of staffing and associated budget in Children's Social Care reflective of current service pressures, including the establishment of new permanent posts agreed as part of the 2014/15 budget.

**Information and Advice**

**Background**

2. The deployment of additional staffing in Children's Social Care in 2013/14 was mainly made across the Multi-Agency Safeguarding Hub (MASH) and Assessment services. These services were under the greatest pressure following the implementation of the new operating model during 2012. In September 2013 new ways of working were introduced in the MASH to re-assert thresholds which successfully reduced the amount of work being passed to the Assessment Teams.
3. In addition to the MASH and Assessment services, allocations of staffing in the District Child Protection Teams (DCPTs) were reviewed with the Gedling and Newark Teams being identified as requiring further capacity. The establishment was therefore temporarily increased in 2013/14 as follows:

**Table 1: Increases in the staffing establishment 2013/14**

	Team Managers (fte)	Social Workers (fte)
MASH		5
Assessment North	1	2
Assessment South	1	2
Gedling DCPT	0.5	2
Newark DCPT		1.5
<b>Totals</b>	<b>2.5</b>	<b>12.5</b>

4. Permanent additional budget of £581,067 has now been made available for 2014/15 which was agreed at the time for 11 social worker posts, two team managers and one children's services manager.

## Current performance and context

5. Current data shows that Nottinghamshire continues to converge towards the national rates for Looked After Children and children on Child Protection Plans, as well as those of our statistical neighbours.
6. In 2012/13 the national rate for Looked After Children was 60 children in every 10,000 of the 0-16 years population. The rate for our statistical neighbours is 60.5.
7. In May 2014 there were 846 Looked After Children in Nottinghamshire, more than a 50% increase over the last five years, bringing the rate up to 52.3 per 10,000 of the child population. To meet the national rate and that of our statistical neighbours Nottinghamshire would need to have around 970 Looked After Children. There is no aspiration to meet this figure, but convergence towards comparable rates can give confidence Nottinghamshire is taking the right numbers of children into care and not leaving them unsafe.
8. The picture is reversed for Child Protection Plans, with a reduction in numbers bringing Nottinghamshire closer to the national rate and our statistical neighbours. In May 2014 there were 588 children on Child Protection Plans, a 25.5% reduction over the last year. This gives a rate of 36.4 per 10,000, lower than the national rate of 37.9 but still above our statistical neighbour rate of 31.5.
9. Since April 2013 the amount of Child in Need work has increased by 38.6%, from 1,056 children being subject to a child in need plan in April 2013, to 1,464 in March 2014.
10. An analysis of 2013/14 volumes of enquiries and assessments has identified a disproportionate amount of work coming into the Broxtowe/Gedling/Rushcliffe (BGR) DCPTs, which is experiencing an associated increase in the overall volume of activity.
11. The remit of Court Work Team has also been extended following revision of the Public Law Outline, which underlined the expectation that all care proceedings would be completed within 26 weeks and places greater emphasis on the pre-proceedings work expected. This new timescale is challenging and our performance is currently in the top quartile at 42 weeks. A revised protocol is in place with other teams within Children's Social Care which aims to have involvement of the Court Work Team from an earlier point to ensure good quality assessments of extended family and care planning take place in the pre-proceedings phase, so ensuring cases progress in a timely way and to a good standard. In particular, the Court Work Team will take work from the Children's Disability Service, representing an increase of approximately 20 cases per year, and have involvement and responsibility for tracking all cases in the pre-proceedings process.
12. The Court Work Team social workers all currently have workload management scores of 'high' and 'demanding' with no capacity to absorb the extra work without a significant drop in quality.

## Proposed changes to the staffing establishment

13. For these reasons, in addition to the posts in Table 1 above, it has been determined that the pressures in the Court Work Team require an additional 1.5 full-time equivalent (fte) social workers, bringing the establishment in that team to 16 fte social workers in total. Gedling DCPT also requires one additional social worker, bringing the establishment to 10 social workers in total.
14. Gedling DCPT also requires an additional 0.5 fte team manager post. It is proposed that this is transferred from the current MASH establishment, reducing it from 4.5 to 4 fte team managers.
15. The MASH Service Manager post also requires 0.5fte to bring it back to full capacity following the establishment of the Early Help Unit, which saw 0.5 fte transfer out of the MASH to the Early Help Unit.
16. The total increase in the establishment of the teams would be as follows:

**Table 2: Permanent increases to the establishment 2014/15**

	Service Manager (fte)	Team Managers (fte)	Social Workers (fte)
MASH	0.5	- 0.5	5
Assessment North		1	2
Assessment South		1	2
Gedling DCPT		0.5	3
Newark DCPT			1.5
Court Work Team			1.5
<b>Totals</b>	<b>0.5</b>	<b>2</b>	<b>15</b>
<b>Costs</b>	<b>£ 27,159</b>	<b>£ 97,362</b>	<b>£ 598,592</b>

17. Whilst the increase in team manager posts is equivalent to the increased budget, the service manager is 0.5 fte under the allocated budget and the requirement for social workers is in excess of the permanent budget by four posts.
18. The overall budget requirement for the increased establishment is £723,113. The service proposes to meet the shortfall in the permanent staffing budget in the following ways:
  - there are 1.5 fte vacancies in the Practice Consultant Team (graded at Hay Band C) equivalent to £68,070. It is proposed to dis-establish these posts.
  - following the departmental centralisation of some functions, the Service Manager post in the Practice Support Service is no longer considered viable and will be dis-established (equivalent to £54,318).

19. This re-alignment of the staffing budget breaks down as follows:

**Table 3: Budget requirements for changes to the establishment 2014/15**

Cost of increase in establishment	£723,113
Funded by:	
14-15 additional investment	£581,067
Decreases in establishment	£122,388
<b>Funding gap</b>	<b>£ 19,658</b>

20. The financial shortfall of £19,658 can be met from the division's central Service Director budget following a review of the funding for the trainee scheme.
21. Reviews of the establishment of Practice Consultants and the Children's Disability Service Social Work Team during 2014/15 are also expected to result in a further re-alignment of staffing capacity and budget across social work services teams.

### **Other Options Considered**

22. In view of the ongoing pressures in Children's Social Care these permanent posts are required to maintain a safe service. The Targeted Service Review process which has been initiated for Children's Social Care will identify options for savings over the next three years in areas where there is comparative high spending.

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

23. To permanently establish the posts required to maintain a safe service.

### **Statutory and Policy Implications**

24. 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.

### **Financial Implications**

25. The re-organisation of staffing is being proposed within the division's existing permanent budget.

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

26. These proposals are aimed at ensuring there is sufficient capacity within services for vulnerable children and families.



## **RECOMMENDATION/S**

- 1) That the proposed changes to the staffing establishment and budget in Children's Social Care are approved.

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

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### **Constitutional Comments (LM 30/06/14)**

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

### **Financial Comments (KLA 17/06/14)**

28. The financial implications of the report are set out in paragraphs 18 to 20, & 25, above.

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

None.

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

All.

C0438



**14 July 2014****Agenda Item: 13****REPORT OF THE SERVICE DIRECTOR, YOUTH, FAMILIES AND CULTURE  
MEMBERS' VISIT TO THE OUTDOOR AND ENVIRONMENTAL EDUCATION  
RESIDENTIAL CENTRES****Purpose of the Report**

1. This report seeks approval for a visit by Members to two Outdoor and Environmental Education residential centres on 2 October 2014.

**Information and Advice**

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

**Other Options Considered**

5. No other options were considered.

**Reason/s for Recommendation/s**

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

## **Statutory and Policy Implications**

7. This report has been compiled after consideration of implications in respect of 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.

## **Financial Implications**

8. The anticipated cost of the visit will be about £250. This will cover transport, lunch and refreshments and will be dependent on the final numbers attending which will be known by the deadline of 15 September 2014. Costs will be met from the Outdoor and Environmental Education Service budget.

## **Crime and Disorder Implications**

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

## **RECOMMENDATION/S**

- 1) That approval be given for a visit by Members to the two Outdoor and Environmental Education residential centres on 2 October 2014.

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

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## **Constitutional Comments (LM 10/06/14)**

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

## **Financial Comments (KLA 10/06/14)**

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

## **Background Papers and Published Documents**

None.

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

All.

C0448



**14 July 2014****Agenda Item: 14****REPORT OF THE CORPORATE DIRECTOR FOR CHILDREN, FAMILIES AND  
CULTURAL SERVICES****NATIONAL CHILDREN AND ADULT SERVICES CONFERENCE 2014****Purpose of the Report**

1. The purpose of the report is to seek approval for the Vice-Chair of the Children and Young People's Committee to attend the National Children and Adult Services Conference being held in Manchester from 29 - 31 October 2014 and for a report on the outcomes to be brought to the Committee in due course.

**Information and Advice**

2. This Committee's terms of reference include approving councillors' attendance at conferences. Members are asked to consider whether attendance at the event should be approved for the Vice-Chair of the Children and Young People's Committee together with the necessary travel and accommodation arrangements.
3. The information included within the following sections of the report should ensure compliance with normal decision making rules. If attendance is approved, the details referred to below will be used to compile the Public Register, which is available on the Council's website.
4. The conference is organised by the Local Government Association (LGA), Association of Directors of Social Services (ADASS) and Association of Directors of Children's Services (ADCS). It addresses issues for children and adults and is regularly attended by more than 1,000 delegates.
5. The Corporate Director for Children, Families and Cultural Services and the Chair of the Adult Social Care and Health Committee will also attend the conference. The Corporate Director of Adult Social Care, Health and Public Protection will be attending in his role as President of the Association of Directors of Adult Social Services (ADASS).

**Reason/s for Recommendation/s**

6. It is recommended that approval is given for attendance at the conference so that the County Council's representatives can consider issues that are vital to councillors, senior officers, policymakers and service managers with responsibilities for children's services and adult social care in the statutory, voluntary and private sector. It is also an important opportunity for networking with partners and MPs in related fields.

## **Statutory and Policy Implications**

7. 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.

## **Financial Implications**

8. The cost of attendance at the conference is £450 plus VAT per person. Two or three nights' accommodation will also be necessary. An estimate from the conference information suggests a hotel within reasonable walking distance from the conference venue will cost between £70 and £145 per person per night for bed and breakfast.
9. The costs of attendance for the Vice-Chair of the Children and Young People's Committee would be met from the Member Training Budget.

## **RECOMMENDATION/S**

That:

- 1) approval is given for the Vice-Chair of the Children and Young People's Committee to attend the National Children and Adult Services Conference in Manchester from 29 -31 October 2014, together with any necessary travel and accommodation arrangements.
- 2) the Committee receives a report from the Corporate Director for Children, Families and Cultural Services on the outcomes of the conference.

**Anthony May**  
**Corporate Director for Children, Families and Cultural Services**

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

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## **Constitutional Comments (LM 30/06/14)**

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

## **Financial Comments (KLA 20/06/14)**

11. The financial implications of the report are set out in paragraphs 8 and 9 above.



## **Background Papers and Published Documents**

<http://www.adass.org.uk/NCAS-conference-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**

All.

C0456



**14 July 2014****Agenda Item: 15****REPORT OF CORPORATE DIRECTOR, POLICY, PLANNING AND  
CORPORATE SERVICES****WORK PROGRAMME****Purpose of the Report**

1. To consider the Committee's work programme for 2014/15.

**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:**

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Democratic Services Officer  
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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 (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 2014-15**

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>
<b>Autumn 2014</b>		
Performance reporting (Quarter 1 2014/15) – Services for Children and Young People	Quarterly performance report	Anthony May
Update on a revised operating model for Nottinghamshire children's services		Anthony May
A Strategy for Closing the Educational Gaps in Nottinghamshire – six month review	Six monthly review report	John Slater
Raising the Participation Age (RPA) Plan update		John Slater
Implementation of SEN and Disability Reforms		John Slater
Update on specialist provision for children with SEBD		John Slater
Quality assurance arrangements for alternative SEBD provision		John Slater
Nottinghamshire Child and Family Poverty Strategy annual performance report	Annual update	Derek Higton
Troubled Families Programme update		Derek Higton
Knowledge Transfer Partnership		Derek Higton
Nottinghamshire Children's Trust	Annual officer group report	Derek Higton
Work of the Family Nurse Partnership		Derek Higton
CAMHS commissioning plan	For information	Kate Allen
Public Health Nursing		Kate Allen
Work of the Transformation Team	For noting	Steve Edwards
House of Commons Education Committee Report: Residential Care Homes		Steve Edwards
Establishment of a Business Support Officer post to assist Clayfields House Secure Unit	For decision	Steve Edwards
Establishment of Team Manager post in Fostering Service	For decision	Steve Edwards
Adaptation requests for foster households	2 reports. For decision	Steve Edwards
Rota Visits	Six monthly report	Steve Edwards
Authority governor appointments and reappointments and Local Authority governor appointments to school governing bodies	Quarterly report on appointments made	John Slater

<b><u>Report Title</u></b>	<b><u>Brief summary of agenda item</u></b>	<b><u>Lead Officer</u></b>
Petition about the Young People's Service restructure from 1 October 2014		Derek Higon
Work Programme		Anthony May