

# **CHILDREN'S SERVICES PORTFOLIO DECISION SCHEDULE**



**Tuesday, 21 April 2009**

**at 10.00 am**

**in Committee Room A, Civic Centre, Hartlepool**

Councillor Hill, Cabinet Member responsible for Children's Services will consider the following items.

**1. KEY DECISIONS**

- 1.1 Positive Activities For Young People (PAYP), Weekend Working –  
*Director of Children's Services*

**2. OTHER ITEMS REQUIRING DECISION**

- 2.1 Outdoor Centre Charges For The School Year 2009/10 – *Director of Children's Services*
- 2.2 Childcare Sufficiency Assessment Update 2008-2009 – *Director of Children's Services*
- 2.3 To Approve An Instrument Of Governance For The Federated Governing Body Of Elwick Hall C E Aided Primary School And Hart Primary School – *Director of Children's Services*
- 2.4 Next Steps For Early Learning And Childcare – *Director of Children's Services*

**3. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS**

None

## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

21 April 2009



**Report of:** Director of Children's Services

**Subject:** POSITIVE ACTIVITIES FOR YOUNG PEOPLE  
(PAYP), WEEKEND WORKING

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To seek approval for the allocation of part of the additional Positive Activities for Young People (PAYP) budgets for 2009-2010 and 2010-2011 for additional weekend youth work. It is proposed that this project will be managed by Hartlepool Youth Service and delivered in partnership with the Third Sector.

#### **2. SUMMARY OF CONTENTS**

The report brings forward proposals for additional weekend youth work, funded by extra monies available from the PAYP grant for the next two years. The proposals are based on evidence gained from the Youth Crime Action Plan pilot run from December 2008 to March 2009. The pilot informed the need to increase the range of activities, and the capacity of staff to deliver this. A time-limited scheme, within the budget framework is proposed, which involves statutory and third sector partners; and further is in line with government guidelines in respect of balancing the provision of positive activities for young people, with the accountability associated with anti-social behaviour.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

This area falls within the portfolio holder's brief and has significance in terms of the public and young people's perceptions that little provision for young people exists at weekends.

#### **4. TYPE OF DECISION**

Key decision, test ii applies.

**5. DECISION MAKING ROUTE**

Children's Services Portfolio meeting on 21 April 2009.

**6. DECISION(S) REQUIRED**

The Portfolio Holder considers and approves the recommendations made.

**Report of:** Director of Children's Services

**Subject:** POSITIVE ACTIVITIES FOR YOUNG PEOPLE (PAYP), WEEKEND WORKING

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## **1. PURPOSE OF REPORT**

The purpose of this report is to seek approval for the provision of further weekend youth work, from additional PAYP funding available in years 2009-10 and 2010-11.

## **2. BACKGROUND**

2.1 Over recent years the government has demonstrated its commitment to the provision of diversionary positive activities for young people aged 13 to 19 years at weekends, ( with particular reference to Friday and Saturday nights). This is part of its response to the 13 to 19 agenda (to improve outcomes for young people) and anti-social behaviour, and is reflected through recent initiatives such as –

- My Place (Department for Children, Schools and Families - DCSF, youth capital projects) and Youth Capital Fund Plus (DCSF, youth capital projects), which both contain an imperative to open provision at weekends as part of the conditions of successful bids.
- Youth Sector Development Fund (DCSF, for third sector organisations wishing to develop weekend working).
- Positive activities YCAP element (Youth Crime Action Plan, Youth Task Force), where £25,000 was received in Hartlepool to pilot Friday and Saturday night working from November 2008 to March 2009.

As the government progresses on its agenda, weekend working is likely to become a permanent fixture.

## **3. YOUTH CRIME ACTION PLAN (YCAP) PILOT IN HARTLEPOOL AND THE LOCAL CONTEXT**

3.1 The principle of weekend working within Hartlepool is not a new one and there is already some Youth Service provision within the town on most Friday and Sunday evenings. There is, however, a lack of regular working on Saturday evenings.

3.2 Over recent months the Youth Service has been charged with the responsibility for delivering part of the YCAP programme, (positive activities element). In the short term, where grant funding was received at very short notice, this has been delivered through overtime and has relied on a lot of good will from staff to provide the necessary additional capacity. The delivery of this programme began in December 2008 with a show case event based on consultation with young people. The Youth Service has used the opportunity of additional funding, to establish the principle and viability of Friday and Saturday night working. It did this by piloting a range of activities with young people in different settings; developing links with third sector partners, (who have delivered elements within the pilot); and consulting further with young people. Lessons learned from the pilot include:

- A need for more recreational/activity based work at weekends, moving away from curriculum issues that are attractive to young people at other times during the week.
- A need for centralised promotion and publicity to young people aged 13 to 19 as well as a co-ordinated long term strategy.
- A need for third sector involvement through a transparent commissioning process informed by the pilot findings.
- A need for activities to be sustainable.

#### **4. PROPOSALS**

4.1 The proposal is to profile the additional PAYP budgets to reflect identified need for weekend provision for young people aged 13 to 19, as identified in the pilot. Additional PAYP monies are £101,720 for the financial year 2009-2010 and £173,377 for the financial year 2010 – 2011. This use of the additional money will increase the capacity of the Youth Service and Third Sector Partners, specifically through the ability to:

- Provide extra activities to ensure that the three main Youth Service centres (Throston, Brinkburn and Rossmere; placed strategically through the town), are open on Friday, Saturday and Sunday evenings. This provision would focus on local services rather than large showcase events, and build sustainability through a long term, affordable approach.
- Commission Third Sector Partners, through a transparent and accountable process, to deliver on Friday and Saturday evenings in communities, and so maximise the range of opportunities for young people.
- Provide funding for central promotion of all activities, and resource costs.
- Provide additional detached and outreach work on Friday and Saturday evenings.

- Provide a specialist youth worker in alcohol and sexual health work to support delivery in both Youth Service and Third Sector Projects.

- 4.2 The location of these activities, apart from those at the three main centres, will be determined by information from the pilot and in consultation with Third Sector Partners who will be commissioned to deliver them. Every effort will be made to ensure the opportunity for projects to be developed town wide. In addition there will be a need to ensure some flexibility through detached and outreach work so that areas can be targeted as needs emerge during the life of the project.
- 4.3 An existing PAYP worker, will be deployed to be responsible for the support, direction and monitoring of the project, ensuring a strategic and coordinated approach to the process.

## **5. BUDGET IMPLICATIONS**

- 5.1 PAYP has additional monies of £101,720 for 2009-10, and £173,377 for 2010-11. These would fully support the development of extra weekend provision.
- 5.2 A significant element of this funding will be used to commission work from Third Sector Partners.
- 5.3 Contracts would be time limited, to coincide with the funding available, and sustain the project for the time available.

## **6. RISK IMPLICATIONS**

- 6.1 **FUNDING/SUSTAINABILITY** – Without additional funding this project would be impossible without closing already successful services for young people during week days. PAYP monies are secure for the next two years, however after this time it is unclear what the national picture will be. It is also clear through the pilot phase that additional funding to make activities attractive to young people is necessary. Sustainability will be an issue in this context, and the successful delivery of this project will be key to its future continuation, as part of an overarching youth offer.
- 6.2 **STAFFING** – Failure to recruit sufficient staff to Friday/Saturday night posts. Risks can be reduced by effective internal/external recruitment. Staff will be employed through fixed term contracts reflecting the short term nature of the funding.
- 6.3 **NON/LOW ATTENDANCE BY YOUNG PEOPLE** – Although the pilot has demonstrated lower attendances, in some instances than weekday activities, the principle that young people will attend

provision on a weekend has been established. There is still however the risk that a certain proportion of young people will still chose to drink alcohol at weekend, (for example), rather than take part in activities. This will dictate a need to work in closer partnership with other partners within this project, who are more focused on “enforcement”. This includes agencies such as the Police and Youth Offending Services and projects such FAST, Straight Line and HYPED. Coordination between the positive activities and enforcement element of this project, and publicity of attractive and sustainable activities, will be in place to address this risk.

## **6. RECOMMENDATION(S)**

- 6.1 The Portfolio Holder is asked to consider and agree the proposals as set out in section 4 of this report, and within the additional budget described in section 5.

### **CONTACT OFFICER**

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**Children's Services Department**  
**Hartlepool Borough Council**  
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## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

21 April 2009



**Report of:** Director of Children's Services

**Subject:** OUTDOOR CENTRE CHARGES FOR THE SCHOOL YEAR 2009/10

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

To request the Portfolio Holder to determine the charges to be set by Hartlepool Borough Council for Hartlepool schools attending the Carlton and Lanehead outdoor centres for the school year 2009/10. Both centres operate in accordance with joint arrangements between former Cleveland Local Authorities – Hartlepool, Middlesbrough and Redcar and Cleveland.

To note the 2009/10 charges relating to external users of the Carlton Centre which have been determined by the Joint Authority Steering Group at their meeting of 23<sup>rd</sup> March 2009.

#### **2. SUMMARY OF CONTENTS**

The report details proposed charges for Carlton Outdoor Education Centre and Lanehead Centre, Coniston with effect from 1<sup>st</sup> September 2009.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder has responsibility for Children's Services issues.

#### **4. TYPE OF DECISION**

Non – key.

#### **5. RECOMMENDATIONS**

The proposed charges to Hartlepool schools are agreed with effect from 1<sup>st</sup> September 2009.



**Report of:** Director of Children's Services

**Subject:** OUTDOOR CENTRE – CHARGES FOR SCHOOL YEAR 2009/10

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## **1. PURPOSE OF REPORT**

To request the Portfolio Holder to determine the charges to be set by Hartlepool Borough Council for places at the outdoor education centres covered by joint arrangements.

## **2. BACKGROUND**

Two outdoor centres, Carlton and Lanehead, are the subject of joint arrangements between Hartlepool, Middlesbrough and Redcar and Cleveland Local Authorities. Stockton was previously part of the joint arrangement but withdrew in 2004. Due to budget pressures, officers from Redcar and Cleveland Council gave notice in December that they would be unable to maintain their commitment to these agreements. The exact implications of this decision remain uncertain and the LA is currently in negotiations to ascertain the extent of Redcar and Cleveland's ongoing support and, more importantly, whether their schools will continue to attend the centre with or without their LA subsidy.

Hartlepool is the lead Authority for Carlton which is generally used by primary aged pupils, whilst Middlesbrough leads on Lanehead which is generally for secondary aged pupils. Running costs of each centre are funded by annual contributions from the joint authorities in accordance with a Partnership Agreement. Schools attend the centres in accordance with an agreed allocation process and each authority partially recovers its costs via "subsidised charges" levied by them to the schools in their areas. Historically the charges levied by Hartlepool have been significantly lower than those levied by both Middlesbrough and Redcar and Cleveland Councils.

The Carlton Centre reopened in 2007 after completion of an extensive capital refurbishment scheme that significantly upgraded facilities. Hartlepool schools have made full use of their allocated days since the reopening and feedback has been positive.

New charges come into effect on 1<sup>st</sup> September to coincide with the start of the school year. Up until 2008/09 increases in charges to Hartlepool schools were broadly in line with inflation. For 2008/09 the Portfolio Holder agreed increases above inflation which:

- a) Recognised and partially addressed the divergence in subsidy levels between joint authorities
- b) Recognised the substantially improved facilities at the Carlton Centre
- c) Provided a modest contribution towards the Department's efficiency savings target as identified in its 2008/09 budget submission.

In Hartlepool, those pupils whose parents are on low income (e.g. income support, income based job seekers allowance or a family income below £16,040 per annum, the upper threshold for Child Tax Credit) will have their fees remitted in full. In recent years approximately 1/3 of pupils' charges have been funded by the departmental budget, which for 2009/10 has been set at £23,000 for Carlton and £5,050 for Lanehead. Based on previous years demand, the proposed increases (highlighted below for Hartlepool School Groups) can be accommodated within these budgets.

### **3. PROPOSED CHARGES FOR 2009/10 - CARLTON OUTDOOR EDUCATION CENTRE**

#### **A) Hartlepool School Groups**

Discussions at the Carlton Steering Group during 2007 brought to light the wide divergence in rates charged by each Authority to the schools in their areas. This has arisen over time and reflects local decisions. Steering Group members felt however that these differences were unhelpful and that a move towards standardisation would be a positive step. This would alleviate discrepancies in that schools within a few miles of each other were paying different rates to use the same facilities.

Whilst Hartlepool rates had been subject to inflation only increases over recent years, Middlesbrough Council have taken conscious steps to reduce subsidy levels to schools as a necessity in setting a balanced departmental budget. This has also been the case for Redcar and Cleveland.

As a step towards greater convergence a 12.3% increase was approved last year bringing the basic 24 hour charge for Hartlepool schools up to £20.00 per pupil. This still left our charges significantly lower than those levied in Middlesbrough and Redcar and Cleveland where 2008/09 charges were £26.00 and £25.00 per pupil respectively.

A further proposed stepped increase of approximately 15% for 2009/10 was discussed with Hartlepool schools at the statutory consultation event on 4<sup>th</sup> February 2009. This event included a presentation by the Director of Children's Services on the departmental budget position and, in the context of a £593,000 efficiency savings target, Headteachers were generally supportive of the need to increase charges to schools.

As noted at paragraph 2.5 above it is relevant to note that historically approximately 1/3 of pupil charges relate to low income families and are therefore funded from the departmental budget. Proposed charges for

2009/10 assume an approximate 15% increase (rounded) and are set out below compared to 2008/09.

Table 1 – Hartlepool School Groups	Current 2008/09	Proposed 2009/10
<b>Residential Charges;</b> Pupils and teachers/other adults supervising pupils (1 instructor to 10/12 pupils) per 24 hour period	£20.00	£23.00
Additional instructor per day	£95.00	£110.00
Additional instructor per half day	£55.00	£63.00
<b>Additional charges per person:</b>		
Bed and Breakfast	£10.50	£12.00
Bed Only	£7.50	£8.50
Breakfast      Light	£2.75	£3.25
Cooked	£4.00	£4.50
Lunch/Packed Lunch	£2.50	£3.00
Evening Meal / Dinner	£5.50	£6.50
Supper	£1.75	£2.00

## B) Fees and Charges from External Users

Following Stockton's withdrawal the Carlton Centre was allocated a new annual income target for external customers. For 2008/09 this target of £79,000 was comfortably exceeded and the target for 2009/10 is £81,000. Due to uncertainty over the level of lost joint authority contributions from Redcar and Cleveland Council, the centre may however need to generate a further £89,000 in external funding during 2009/10.

Revised charges for 2009/10 were proposed by the Carlton Centre manager and agreed by the Joint Authority Steering Group at their meeting of 23<sup>rd</sup> March 2009. These charges are included in Tables 2 and 3 below for the Portfolio Holder's information and ratification.

In recognition of the need to build up a sustainable customer base, the Steering Group agreed that all school group prices should be frozen for External Users at 2008/09 rates for one year. Two sets of charges are proposed for 2009/10 as follows:

- Charges to School groups
- Charges to other users with higher charges for those aged 18 years and above

**External Users - School Groups Outside the Joint Arrangement**

Table 2 – External Users	Current 2008/09	Proposed 2009/10
<b>Residential Charges</b>		
Fully catered accommodation with Instruction / provision per 24 hour standard activity programme (includes use of two vehicles) (Free staff places on 1:10/12 ratio)	£45.00	£45.00
Fully catered accommodation only (Free staff places on 1:10/12 ratio)	£27.00	£27.00
Additional instructor per day	£95.00	£95.00
Additional instructor per half day	£55.00	£55.00
Additional mini-bus hire per day	£40.00	£40.00
<b>Additional charges per person</b>		
Bed and Breakfast	£16.50	£16.50
Bed Only	£12.00	£12.00
Breakfast      Light	£3.00	£3.00
Cooked	£4.50	£4.50
Lunch / Packed Lunch	£3.25	£3.25
Evening Meal / Dinner	£8.00	£8.00
Supper	£1.75	£1.75

**External Users - All Other Groups**

Table 3 – External Users	Current 2008/09	Proposed 2009/10
For fully catered accommodation		
• Under 18	£25.00	£25.00
• Adults	£32.00	£32.00
(No free places)		
For Instruction / Hire of Instructors / Equipment / facilities	* Subject to requirements	
Exclusive use of the Centre (up to 60 places) for 4 nights and 5 days, including 6 instructors and use of 3 mini-buses		£3,000.00
<b>Additional charges per person – under 18's</b>		
Bed and Breakfast	£16.50	£17.50
Bed Only	£12.00	£13.00
Breakfast      Light	£3.00	£3.00
Cooked	£4.50	£4.50
Lunch / Packed Lunch	£3.25	£3.50
Evening Meal / Dinner	£8.00	£8.25
Supper	£1.75	£1.75

<b>Additional charges per person – over 18's</b>		£20.00
Bed and Breakfast		
Bed Only		£15.00
Breakfast      Light		£4.00
Cooked		£5.50
Lunch / Packed Lunch		£4.50
Evening Meal / Dinner		£9.25
Supper		£2.50
Corporate visits (price per person includes facilitation, refreshments on arrival and throughout the day plus 2-course lunch)		£45.00
Conference room hire per half day		£50.00
NB - * For other users charges will be based on the instructor rates of £95.00 per day but will be negotiated by the Centre Manager based on individual requirements		

#### 4. PROPOSED CHARGES FOR 2009/10 - LANEHEAD CENTRE, CONISTON

With effect from 2008/09 charges for attendance at Lanehead and Carlton were brought into line and it is recommended that this continues in 2009/10. Increased charges for school use of Lanehead are therefore proposed at 15%.

##### Hartlepool School Groups

Table 4	Current 2008/09	Proposed 2009/10
<b>Residential Charges;</b>		
Pupils and teachers/other adults supervising pupils (1 to 12 ratio) per 24 hour period	£20.00	£23.00
<b>Additional charges per person:</b>		
Bed and Breakfast	£10.50	£12.00
Lunch	£3.50	£4.00
Afternoon tea/supper	£1.25	£1.50
Dinner	£5.50	£6.25

#### 7. RECOMMENDATIONS

It is recommended that the Portfolio Holder:

- Agrees the proposed charges for Hartlepool Schools to use the Carlton Centre as set out in Table 1 with the basic daily rate set at £23.00 with effect from 1<sup>st</sup> September 2009.

- Agrees the proposed charges for Hartlepool schools to use the Lanehead Centre as set out in Table 4 with the basic daily rate set at £23.00 with effect from 1<sup>st</sup> September 2009.
- Notes the charges for Carlton Centre users outside the joint agreement as determined by the Joint Authority Management Group as set out in Tables 2 and 3.

## **8. CONTACT OFFICER**

Steve Haley  
Head of Finance, Asset Management and Student Support  
01429 523858

## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

21 April 2009



**Report of:** Director of Children's Services

**Subject:** CHILDCARE SUFFICIENCY ASSESSMENT  
UPDATE 2008-2009

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### **SUMMARY**

#### **1. PURPOSE OF REPORT**

For the Portfolio Holder to approve the publication of the childcare sufficiency update 2008-2009.

#### **2. SUMMARY OF CONTENTS**

The Childcare Act 2006 places a duty on local authorities to publish a childcare sufficiency assessment on a three yearly cycle. Cabinet approved the publication of the first childcare sufficiency assessment on 12<sup>th</sup> May 2008.

The Childcare Act 2006 also sets out a requirement for local authorities to publish an update of the childcare sufficiency assessment annually. The following report sets out the background to the update and includes the update document as an **appendix**.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

Portfolio Holder has responsibility for Children's Services.

#### **4. TYPE OF DECISION**

Non key

#### **5. DECISION MAKING ROUTE**

Portfolio Holder meeting 21 April 2009.

**6. DECISION(S) REQUIRED**

For Portfolio Holder to approve the publication of the childcare sufficiency update 2008-2009.



**Report of:** Director of Children's Services

**Subject:** CHILDCARE SUFFICIENCY ASSESSMENT  
UPDATE 2008-2009

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**1. PURPOSE OF REPORT**

For the Portfolio Holder to approve the publication of the childcare sufficiency update 2008-2009.

**2. BACKGROUND**

- 2.1 The Childcare Act 2006 requires local authorities to undertake a number of new duties one of which is to shape and support the development of childcare provision in their local area in order to make it flexible, sustainable and responsive to the needs of the community. The overall aim of the Childcare Act is that parents will be able to find childcare locally that meets their needs and enables them to make a real choice about training and work.
- 2.2 Local authorities are required under Clause 11 of the Act to assess childcare provision in their area. The results of the assessment form the basis of the Childcare Sufficiency Assessment (CSA).
- 2.3 Local authorities were required to undertake their first Childcare Sufficiency Assessment during 2007-2008 and to publish a final copy in April 2008. Hartlepool's assessment is publicly available on the LA website for consultation. There is a further requirement to keep the assessment under review (annually) with a full assessment repeated every three years.
- 2.4 Hartlepool's Childcare Sufficiency Assessment provides an overall up-to-date picture of the supply of childcare in the town together with opinions of parents and carers of their use and demand for childcare.

**3. DEFINITION OF SUFFICIENCY**

- 3.1 DCSF guidance fails to supply a definition of 'sufficient childcare'. In order to begin to understand if Hartlepool has sufficient childcare places, the childcare sufficiency working group felt that it was important to attempt to define 'sufficient' within a local context. The following definition is challenging and one which we will strive to achieve:

**Sufficient childcare is where a parent or carer has:**

- Access to impartial information, advice and guidance through the Families Information Service – supported with brokerage as appropriate.
  - Information – what types of childcare are available, where they are and what vacancies they have
  - Advice – jargon busting, help with making childcare choices
  - Guidance – supporting the decision making process, remaining impartial
  - Brokerage – making contact with providers with/ on behalf of the parent, negotiating suitable care.
- Access to a range of childcare that meet the needs of the child and the parent or carer.
  - Choice – a range of childcare to choose from - a choice of at least two childcare types in the ward in which they live or the ward in which they train/ work – preferably more
  - Quality – choice should be from childcare that is preferably 'good' or 'outstanding'
  - Availability – choice should include vacancies in the childcare identified
  - Affordability – choice should include childcare with a range of costs – flexible pricing strategies – ability to purchase only what you require
  - Accessibility – childcare where the parent needs the care - accessible for the child and their parent or carer – taking into account access to suitable public transport
  - Flexibility – childcare that are prepared to work with a parent or carer in order to meet their individual needs – suitable cover for evenings/ lates/ weekends/ holidays
  - Inclusivity – meetings the needs of marginalised and vulnerable groups – parents and children with disabilities – looked after children – ethnic minorities – teenage parents.

#### **4. CHILDCARE SUFFICIENCY ASSESSMENT UPDATE DOCUMENT 2008-2009**

4.1 The update document can be found in appendix 1. It includes the following:

- Summary of feedback from OPM (Office of Public Management) and Hemsall consultancy (commissioned by GONE) on the full childcare sufficiency assessment 2007/2008;
- Key findings from the full childcare sufficiency assessment 2007-2008;

- Actions that were developed following the results of the childcare sufficiency assessment 2007-2008;
- Definition of sufficiency;
- Audit of childcare and free nursery entitlement places 2008-2009 including a comparison against 2007/2008 places;
- Feedback from consultations with providers and parents;
- Sets out the pilot projects that were funded based on the findings of the childcare sufficiency assessment 2007/2008;
- The way forward – an action plan to manage the market based on the findings of the childcare sufficiency assessment update 2008/2009.

## 5. KEY FINDINGS FROM THE CHILDCARE SUFFICIENCY ASSESSMENT UPDATE 2008-2009

### 5.1 Comparison of childcare places 2007- 08 against 2008-09

	No of registered active careschemes (childcare providers)	No of unregistered active careschemes (childcare providers)	No of inactive careschemes (childcare providers)	Total number of registered and unregistered careschemes (childcare providers)	Total number of reg and unreg places (childcare providers)
<b>2007-2008</b>	157	20	32	177	3,766
<b>2008-2009</b>	147	20	29	170	3,241
Variance	-10	0	-3	-7	-525

### 5.2 Reasons for the reduction in both carescheme providers and registered and unregistered places include:

- Local Authority 'playschemes' closed in 2008 which offered a large number of subsidised play opportunities during the summer holiday period and which were counted in the 07-08 assessment. This is a technical issue because although play opportunities for children continue to be available they are not necessarily registered therefore would not be counted as childcare;
- the closure or reduction in places of some school based out of school provision due to sustainability issues;
- the loss of two sessional childcare providers that offered playgroup places;
- a steady decrease in the number of registered childminders.

5.3 Although the number of childcare places has decreased there still seems to be adequate childcare places for demand although this is being monitored closely.

5.4 Key issues raised by providers included:

- efforts to 'try something new' (eg weekend opening) have proved unsustainable in the past due to lack of take up;
- need to use existing providers and their staff rather than encourage more providers to enter the market;
- need to encourage employers to offer flexible working solutions rather than get the childcare providers to change;
- need to be able to offer a sustainable service – not just short term solution to a long term problem;
- need funding in order to make some of the adjustments suggested (eg staffing costs to pilot alternative opening hours etc).

## 6. ACTIONS FOR 2009/2010

6.1 The following actions are based on feedback received on the childcare sufficiency assessment 2007-2008 from both OPM (Office of Public Management) and Hemsall Consultancies (commissioned by GONE). The overall evaluation of the assessment was good. However there are a number of actions to implement to improve further. These need to be acted upon in order to ensure the next full childcare sufficiency assessment covers all aspects required in the statutory guidance. The implementation of the following actions will enable officers to be able to effectively manage the childcare market. Although it should be noted that managing the childcare market is very difficult as the majority of the childcare market is in the private sector and make decisions independently of the council.

- The initial CSA gathered a vast amount of data however not all of this was included in the final written report or its appendices. All relevant data needs to be included in the next full report ;
- The initial CSA also failed to clearly map childcare supply to parent demand. A good sample of parents' views were gathered as part of the research process however concerns over data validity meant that a 'scaling up' exercise was not undertaken. This needs addressing in the next full report in order that the assessment is robust and able to fully meet government requirements;
- The action plan prepared as part of the initial CSA continues to act as a 'to do' list for officers within the team. This plan needs to be more robust in order to measure impact of action and in

particular needs to cover 'managing the childcare market' rather than just childcare sufficiency;

- Work needs to continue with childcare providers in order to effectively communicate parent demand;
- Consultation with parents needs to be strengthened and continually fed into the 'managing the market' process;
- Consultation with children and young people needs to take place;
- Consultation with vulnerable groups needs to take place in particular children with disabilities, lone parents and parents with older children;
- all consultation findings need to be mapped against the supply side of the market in order to identify 'perceived' and 'real' childcare gaps
- Consideration needs to be given to the involvement of a professional researcher in order to ensure the next full assessment meets ALL of the necessary legal requirements. Whilst the FIS (Families Information Service) can supply good quality 'supply' data help may be required in order to gather 'demand' data. It is likely that the distribution of a parent questionnaire can be covered 'in house' but focus groups and in depth interviews may be best carried out by an independent researcher.

6.2 An action plan is attached to the update document (Appendix 1). This plan sets out actions that support the management of the childcare market. Actions include:

- Work with providers to evaluate their current business position and ascertain likely short, medium and long term sustainability
- Work with providers (maintained and non-maintained) to change cultural practice and to consider new methods of flexible delivery
- Childcare sufficiency grant funding to be used to pilot 'gap' filling
- Work with agencies such as Business Link and appropriate LA officers to promote to employers the financial opportunities available to staff working more than 16 hours per week
- Share working patterns information with childcare providers with a view to providers filling identified gaps

- Promote the financial support available to parents using registered/ formal care (eg Tax Credits)
- Conduct further market research into 'problem' areas to identify if need for childcare is genuine

## **7. RISK IMPLICATIONS**

- 7.1 The Childcare Act places a duty on the local authority to produce a childcare sufficiency assessment every three years and update the assessment annually. This update needs to be approved by Portfolio Holder to ensure that the LA meets their duty.
- 7.2 The Childcare Act also place a duty on LAs to manage the childcare market based on the findings of the Childcare Sufficiency Assessment. There is a risk that, if the findings from the childcare sufficiency assessment are not secure, the management of the market will not be effective. It must also be noted that the childcare market can change very quickly and the information provided in the update is only reliable for a short period of time.

## **8. FINANCIAL CONSIDERATIONS**

- 8.1 The update document attached as an appendix does not set out any financial information as it is as an assessment of childcare sufficiency. The action plan being developed alongside this update document will include costing for managing the childcare market. This funding is provided to the LA through the General Sure Start Grant.

## **9. EQUALITY AND DIVERSITY CONSIDERATIONS**

- 9.1 The Childcare Act places a duty on LAs to ensure there is sufficient childcare particularly with reference to parents with disabled children and low income families. This is included in the update document.

## **10. RECOMMENDATIONS**

- 10.1 For Portfolio Holder to approve the publication of the childcare sufficiency update 2008-2009.

## **11. REASONS FOR RECOMMENDATIONS**

- 11.1 To ensure the LA meets the duty to produce a childcare sufficiency assessment every three years and update annually.

**12. BACKGROUND PAPERS**

**Appendix 1** – Childcare Sufficiency Assessment update 2008/2009

**13. CONTACT OFFICER**

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**Hartlepool Borough Council**

**Childcare Sufficiency Assessment –**

**Interim update 2008-09**

**March 2009**

**SureStart**



### **Acronyms List**

AHDC	Aiming High for Disabled Children
BME	Black and Minority Ethnic
CSA	Childcare Sufficiency Assessment
CYP P	Children and Young People's Plan (The BIG Plan)
DCSF	Department for Children, Schools and Families
FIS	Families Information Service
FNE	Free Nursery Entitlement
FSD	Families Services Directory
GO:NE	Government Office North East
HBC	Hartlepool Borough Council
HMRC	Her Majesty's Revenue and Customs
IMD	Index of Multiple Deprivation
JSU	Joint Strategy Unit
LA	Local Authority
PVI	Private Voluntary and Independent sector
SEN	Special Educational Need

## **List of Definitions**

**After school provision:** registered or unregistered childcare that takes place after school has finished – usually 3.20pm – 6.00pm term time only

**Before school provision:** registered or unregistered childcare that takes place before school and ends when school starts – usually 7.45am – 9.00am term time only

**Carescheme:** generic Ofsted terminology for the different types of childcare provision

**Childcare provider:** registered or unregistered provider of formal childcare

**Childminder:** registered childcare provider that operates childcare in their own home on a self employed basis usually 50+ weeks of the year

**Daycare:** for the purposes of the CSA full daycare is the registered provision of childcare (day nursery) for children aged under 5 years from early in the morning until early evening – usually 7.30am – 6.00pm usually 50+ weeks of the year

**Extended school service:** a service offered on school site or through school signposting and that is available outside of the curriculum and beyond the school day usually term time only

**Holiday playscheme:** organised and registered provision of play opportunities during key dates in the school holiday calendar

**Holiday provision:** registered childcare that operates during school holidays – usually 8.30am – 6.00pm

**Integrated care:** the care of children aged 3 and 4 years old before and/or after their nursery education – eg childcare on a morning followed by lunch and then school nursery class

**Free nursery entitlement:** the statutory provision of 12.5 hours of free early education per week for children aged 3 and 4 years – usually offered by schools as an am or pm session (term time only) and by private providers as part of the full daycare offer

**Ofsted:** Office for Standards in Education with responsibility for the registration and inspection of formal childcare

**Registered childcare:** childcare that operates for more than 2 hours per session and must be inspected and approved by Ofsted

**Special Educational Need:** for the purposes of the CSA this includes both perceived and formally identified physical and learning disabilities

**Tax credit:** administered by HMRC, a preferential tax rate offered to eligible individuals depending on a number of contributing factors including hours worked and gross income earned

**Unregistered childcare:** childcare that operates for less than 2 hours per session and therefore cannot be registered by Ofsted

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## **1. Introduction and Context - purpose of the interim assessment 2008-09**

The **Childcare Sufficiency Assessment** (CSA) is a measurement of the nature and extent of the need for, and supply of, childcare within the local area. It is intended to help the local authority identify where there are gaps in the market and – in consultation with parents, communities and employers – plan how to support the market to address them. A full assessment must be conducted every three years with interim assessments in between.

During 2007-2008 Hartlepool's first ever CSA was researched and prepared in line with government guidance. Following consultation it was officially published in April 2008 and aimed to identify:

- the number of careschemes in the town and the number of places that they offered
- occupancy levels within careschemes
- employment working patterns in Hartlepool compared with carescheme information paying particular attention to opening hours and atypical hours
- what childcare choices parents and carers were making, what childcare parents needed in the next 12 months and what (if any) barriers prevented parents from taking up formal care
- the need for new provision
- potential sustainability issues of childcare providers.

The assessment was a first attempt to fulfill Hartlepool Borough Council's duties as outlined in the Childcare Act 2006. This Act legislates for the role local authorities must play as strategic leaders in facilitating the local childcare market. The Act focuses in particular on sufficient, sustainable and flexible childcare that is responsive to parents' needs.

The next full assessment must be published by March 2011. Learning from the 2007-2008 assessment will be used to ensure that the 2011 report is robust and in full compliance with DCSF childcare sufficiency assessment guidance.

### **1.1 The purpose of the interim 2008-09 assessment is therefore to:**

- learn from the first full assessment and take steps to improve the content and quality of future assessments
- consider the formal feedback received from both OPM and Hemsall Consultancy and ascertain what actions need to be made in order to ensure the next full assessment is compliant with DCSF guidance
- provide an update to childcare supply data
- provide a comparison of childcare places - 2007-08 against 2008-09.

### **2. Summary of OPM and Hemsall Consultancy feedback on the 2007-08 assessment**

OPM conducted a review of a sample of 40 LA Childcare Sufficiency Assessments as part of a research project for DCSF. Hartlepool was not included in this sample. Hartlepool therefore chose to commission OPM to review our report in some detail.

In addition, GO:NE commissioned Hemsall Consultancy to undertake a review of all childcare sufficiency assessments of LAs in their region. Below is a summary of their key feedback points including areas of good practice and those requiring further attention:

- structured and robust showing a great deal of work (OPM)
- robust research methodology with a good supply of quantitative data giving a sound representative sample (OPM) (Hemsall)
- robust data in areas such as parental information, vacancies, charges, FNE, age ranges and working tax credits (OPM)
- good employer survey with robust quantitative data (Hemsall)
- need to include qualitative data to supplement survey findings (OPM)
- need to be explicit about the consultation strategy used (OPM) (Hemsall)
- need to ensure number of places is disaggregated by childcare type and age (OPM) (Hemsall)
- need to map childcare supply to parental demand - scaling up of data (OPM) (Hemsall)

- need to be explicit about the places for children with disabilities aged up to 17 years (OPM) (Hempshall).

### **3. Key findings from the 2007-2008 Childcare Sufficiency Assessment**

From the research undertaken during 2007-2008 the following key findings were noted:

#### **3.1 Childcare Providers :**

- providing a service that is sustainable whilst at the same time offering parents some form of flexibility is difficult
- many providers are not prepared to alter their care schemes to accommodate parents' or employers' demands
- no existing providers were prepared to offer care covering shift patterns, overnight care or care in a child's own home.

#### **3.2 Employers :**

- the majority of employers did not feel that childcare was a barrier to recruitment
- those employers that did feel childcare was a problem felt that cost, lack of flexibility and opening hours were potential barriers
- many employers offered contracts of less than 16 hours a week meaning parents are not eligible to apply for Tax Credits
- a significant number of employers routinely expected staff to work weekends, bank holidays and shifts.

#### **3.3 Parents :**

- many parents preferred to use informal childcare and to rely on family and friends or care for their children themselves
- many parents felt that the cost of childcare (when added to the general cost of living) was not affordable
- many parents were not applying for the financial support they were entitled to (eg Tax Credits)
- many parents were happy with their childcare choices
- some parents felt that there were noticeable gaps in the childcare market – namely in the villages, holiday care and in certain schools
- some parents were concerned about the quality of care and the age and experience of childcare staff.



### **3.4 HBC:**

- the LA has no control over the opening or closure of childcare. This can lead to an unstable market. However the LA can work with all potential and current providers to encourage a sustainable mixed economy of care
- the LA cannot subsidise the cost of childcare however it can promote the benefit of Tax Credits and signpost parents and providers to alternative sources of financial support
- the LA cannot force parents to use formal childcare (nor would it want to) however it can promote the benefits of good quality formal childcare
- the LA can raise the profile of childcare in Hartlepool and further market the services of the FIS and FSD
- the LA can encourage employers to work within new legislation relating to flexible working and encourage childcare providers to develop care schemes that better suit parents' working patterns.

### **4. Actions from the 2007-2008 Childcare Sufficiency Assessment**

The following actions have been completed since the publication of the 2007-2008 Childcare Sufficiency Assessment:

- the report was sent to all registered and unregistered childcare providers listed on the Families Information Service (formerly Children's Information Service) database in order to raise awareness of childcare sufficiency. In addition key partners and stakeholders received a copy which included health colleagues, JobCentre Plus and local libraries
- a working group (comprising relevant members of the SureStart, Extended Services and Early Years team) has been established to look at innovative solutions to sufficiency issues. This group is also responsible for the development of the Childcare Sufficiency Action Plan and the monitoring of the plan
- the working group agreed a challenging local definition of 'sufficiency' (see below)
- the Childcare Market Officer has been supported strategically with a team restructure in order to ensure capacity and resources are in place in order to meet sufficiency duties

- a Tees Valley Regional Childcare Sufficiency Working Group has been established in order to share good practice with local colleagues. In addition, Hartlepool joined the Childcare Regional Network for the North East facilitated by Hemsall Consultancies through GO:NE
- Hartlepool is one of a small number of local authorities that have been chosen to join a childcare sufficiency action planning group led by Hemsall Consultancies and GO:NE. In addition Hartlepool has been highlighted as a source of good practice in promoting the take up of formal childcare (through the measurement of the childcare element of Working Tax Credit)
- an evaluation of Hartlepool's assessment was undertaken by OPM in order to ascertain areas for improvement when the next full assessment is undertaken in 2010-2011. Hemsall Consultancies also reviewed the assessment and gave detailed feedback on strengths and weaknesses of the report
- an action plan was devised 'unpicking' all of the issues raised by the assessment and providing potential solutions. Hartlepool is receiving support from Hemsall Consultancies through GO:NE to improve action planning techniques
- a number of presentations were made at local meetings in order to raise awareness of the findings
- a provider workshop was held in order to share information from the assessment and to encourage providers to change their businesses in order to meet perceived demands
- the Childcare Market Officer has joined the Aiming High for Disabled Children (AHDC) steering group in order to ensure that childcare for children with disabilities is high on all partner and stakeholders agendas
- a series of articles were published in the 'Hartbeat' and 'Inform' magazines in order to raise awareness of sufficiency with providers and professionals
- a grant fund was allocated (£40,000) in order to make available pilot funding to support providers that attempted to fill sufficiency gaps. The grant was made available in September 2008 with funding to support providers available until March 2009. Since

the grant was made available 7 providers have been funded to provide extended opening hours, weekend and overnight care, holiday/ PD days/ strike action care, pick up and drop offs and 'flexi' hours

- a series of new FIS leaflets have been designed in order to improve information for parents and to tackle issues raised from the parents survey
- a regular advert in The Hartlepool Mail has been established in order to promote FIS and to raise awareness with parents of the availability of formal childcare.

## **5. Local Definition of 'Sufficiency' 2008-09**

DCSF guidance does not define 'sufficient childcare'. In order to begin to understand if Hartlepool has sufficient childcare places the childcare sufficiency working group felt that it was important to attempt to define 'sufficient' within a local context. The following definition is challenging and one which we will strive to achieve:

### **5.1 Sufficient childcare is where a parent or carer has:**

- Access to impartial information, advice and guidance through the Families Information Service – supported with brokerage as appropriate.
  - Information – what types of care schemes are available, where they are and what vacancies they have
  - Advice – jargon busting, help with making childcare choices
  - Guidance - supporting the decision making process, remaining impartial
  - Brokerage – making contact with providers with/ on behalf of the parent, negotiating suitable care.
- Access to a range of care schemes that meet the needs of the child and the parent or carer:
  - Choice – a range of care schemes to choose from - a choice of at least two care scheme types in the ward in which they live or the ward in which they train/ work – preferably more
  - Quality – choice should be from care schemes that are preferably 'good' or 'outstanding'
  - Availability – choice should include vacancies in the care schemes identified

- Affordability – choice should include careschemes with a range of costs – flexible pricing strategies – ability to purchase only what you require
- Accessibility – childcare where the parent needs the care - accessible for the child and their parent or carer – taking into account access to suitable public transport
- Flexibility – careschemes that are prepared to work with a parent or carer in order to meet their individual needs – suitable cover for evenings/ lates/ weekends/ holidays
- Inclusivity – meetings the needs of marginalised and vulnerable groups – parents and children with disabilities – looked after children – ethnic minorities – teenage parents.

## **6. Updated Profile of Hartlepool 2008-09**

### **Headlines**

- overall the population of 92,200 is projected to decline slightly over the next ten years, with the older age groups increasing and the younger age groups reducing (JSU, 2008)
- the town is ranked 23<sup>rd</sup> most deprived out of England's 354 Local Authority districts with 11 Super Output Areas falling within the 5% most deprived nationally (IMD, 2008)
- the ethnic minority population (including travellers, asylum seekers and refugees) is low (1.9%) but significant (JSU, 2008)
- unemployment in April 2008 stood at 4.5% with 71.3% unemployed for more than a year. In addition to this 12.5% of those of working age were in receipt of incapacity benefit and 3% were lone parents (JSU, 2008)
- 75.4% of the working age population of the town are employed in the service sector, 15.1% in manufacturing and 7.5% in construction (NOMIS, 2008)
- 38.6% of the working age population have qualifications to NVQ 3 or above however 16.5% have no qualifications (NOMIS, 2008)

- average gross weekly pay for full time male workers is £461.70 and for female full time workers £372.80, higher than that of the North East but lower than that of Great Britain (JSU, 2008)
- the Teenage pregnancy rate for Hartlepool is 66.8 per 1000 of the female population aged 15 – 17 (Hartlepool PCT, 2007)
- there are 21,180 children and young people in Hartlepool of which 5,630 are aged 4 years and under, 6,535 are aged between 5 and 10 years and 9,015 are aged 11-17 years (JSU (PCT GP registrations), 2008)
- 3,443 children aged 3-17 years are recorded by schools as having a Special Educational Need (SEN) (HBC, 2008)
- of the 13,010 working age claimants in Hartlepool 12.5% are claiming Incapacity Benefit, 4.3% are claiming Job Seeker's Allowance and 3.0% are claiming Lone Parent support (JSU, 2008)
- Hartlepool has an improving take up of tax credits compared to any other authority across the North East. 4.6% of Hartlepool families benefited from the childcare element of the tax credit in 2008 (HMRC, 2008)
- there are significant developments in housing stock in Hartlepool. The clearance of obsolete housing and its replacement by homes more suitable for the 21<sup>st</sup> century is progressing. Last year (2007/08) more than 570 houses were demolished and sites transformed to meet the demands of a changing town. During 2007/08 329 houses were built and completed although with demolitions the actual increase in dwelling stock was nil. During the same period 376 new houses and flats were approved of which 275 of these were at Middle Warren (Bishop Cuthbert). There are about 6000 units committed over the next few years although several of the main sites do not yet have full planning permission. These include Victoria Harbour (3450 units) and the Magnesia Works (480 units) (HBC, 2008).

## **7. Current Economic Climate 2008-2009**

Hartlepool, like most other towns throughout the country, is experiencing difficulties during the current economic climate. A number of high street businesses have closed resulting in

redundancies thus adding to the already high workless numbers. Retailers such as TK Maxx, Woolworths and The Early Learning Centre closed this year; in addition a large local private day nursery closed despite significant support from the LA and Garlands (a large local call centre) made significant cuts in staffing.

## 7.1 Childcare provider feedback

Anecdotally, childcare providers have mixed views on the economic downturn and its affect on the town. Providers have advised LA officers that parents have either:

- stopped their childcare place as it is no longer required (due to unemployment or a reduction in family income)
- reduced the number of sessions that they use and increased their use of informal childcare
- seen an increase in the take up of sessional childcare (as opposed to full time) places as more parents are taking up a second (often part time) job.

## **8. NI 118 - increasing the take up of formal childcare by low income working families**

Hartlepool has not elected for NI 118 (increasing the take up of formal childcare by low income working families) to be a designated target however officers within the LA continue to monitor the target closely not least because it is clearly linked to reducing and eventually eradicating child poverty by 2020.

The measure for this target centres around the take up of the childcare element of Working Tax Credit. Hartlepool has been highlighted as strongly improving as can be seen from the table below :

Local Authority	Childcare element ratio in 2004-05	Childcare element ratio in 2005-06	Childcare element ratio in 2006-07	Difference from previous year
England	14%	16%	17%	1%
North East	12.9%	14.75%	16%	1.25%
Darlington	17%	18%	19%	1%
Hartlepool	14%	16%	18%	2%

Middlesbrough	13%	15%	16%	1%
Redcar and Cleveland	14%	17%	19%	2%
Stockton on Tees	14%	16%	17%	1%

Source: Hemsall Consultancies, March 2009.

### **8.1 Reasons for the increase in the take up of the childcare element of the tax credit could be attributed to:**

- a focus by the Families Information Service on targeting parents regarding tax credits
- new FIS leaflets in plain English with simple and basic tax credit information
- regular features in the local newspaper and magazines raising the profile of tax credits
- a comprehensive 'guide to childcare costs' document that sets out the full range of financial support available to parents that use formal care
- increased joined up working with Jobcentre Plus to ensure Lone Parent Advisers are available to support tax credit calculations
- use of tax credit calculators in FIS to give parents an indication of what they may be entitled to
- an activity booklet for children aged 0-19 years produced each school holiday clearly indicating childcare and activities on offer. This also sets out how parents can get financial support
- a specific section on the Families Services Directory ('The Directory') that gives childcare costs information and support including tax credits.

## **9. Audit of Childcare Places 2008-09**

**Please consult the appendices for a breakdown of childcare places by carescheme type and at a ward level.**

*It should be noted that childcare providers, available childcare places and occupancy within settings changes on a daily, weekly, monthly and termly basis. This is a snapshot of a given period on time.*

- In October 2008 there were 150 registered active careschemes in the town comprising 67 childminders, 13 daycare, 14 holiday, 11 crèches, 3 integrated care, 15 before school, 22 after school and 2 sessional providers offering 5 sessional schemes. Providers were offering a total of 2,733 registered places.
- There were 20 unregistered active careschemes in the town comprising 14 before school providers, 5 after school providers and 1 holiday playscheme offering a total of 508 unregistered places.
- There were 29 inactive registered and unregistered careschemes in the town – this comprises 10 childminders, 6 full day care, 2 holiday schemes, 10 out of school and 1 sessional carescheme.
- This gives a total of 170 registered and unregistered careschemes in the town who in October 2008 were offering 3,241 registered and unregistered childcare places.
- All registered and unregistered careschemes advise that they offer inclusive childcare however in October 2008 there were 3 registered dedicated SEN/ children with disabilities careschemes – this comprises 2 holiday playschemes and 1 after school careschemes. It should be noted that when challenged many careschemes are unable/ unwilling to offer places to children with disabilities for a variety of reasons including staffing, training and problems with the accessibility of their premises.
- In October 2008 providers that responded to the research reported 321 vacancies out of the total available active registered and unregistered childcare places. This equates to 9.9% of all places being vacant however this should be treated with caution – vacancies change daily and particularly around school term start dates when children move into nursery education and full time school. More importantly, not all providers report vacancy information.



- 65 children were on waiting lists for childcare places in both registered and unregistered provision. Reasons for the waiting lists included – child not yet old enough to join, parent preparing to return to work, suitable sessions not yet available.
- Opening hours of careschemes vary. The availability of childcare outside of the 9-5 day can be broken down as follows – 5 providers offering Bank Holiday care, 4 offering early morning care (pre 7.30am), 11 offering evenings (after 6pm), 3 offering overnight care and 27 offering school PD days. It should be noted that the majority of these unsocial care hours are offered by childminders.
- Charges for careschemes vary. A variety of reasons influence the wide range of costs that parents pay. Before school provision ranges from 20p to £4.75 per session, after school provision from 40p to £5.60 per session, holidays from £1.50 - £16 per day, daycare from £110-£135 per week and childminding from £110 - £175 per week.
- Many careschemes provide a pick up and drop off service to schools throughout the town. This is largely offered by childminders although some daycare providers and out of school providers offer the service at an extra cost. All schools are serviced by childminders although childminders are rarely required at secondary schools. Out of school club carescheme providers struggle to collect children from all of the villages on the outskirts of the town.

#### **10. Comparison of childcare places 2007- 08 against 2008-09**

	<b>No of registered active careschemes</b>	<b>No of unregistered active careschemes</b>	<b>No of inactive careschemes</b>	<b>Total number of registered and unregistered careschemes</b>	<b>Total number of reg and unreg places</b>
<b>2007- 2008</b>	157	20	32	177	3,766

<b>2008-2009</b>	147	20	29	170	3,241
Variance	-10	0	-3	-7	-525

**10.1 Reasons for the reduction in both carescheme providers and registered and unregistered places include:**

- Local Authority 'playschemes' closed in 2008 which offered a large number of subsidised play opportunities during the summer holiday period and which were counted in the 07-08 assessment
- the closure or reduction in places of some school based out of school provision due to financial difficulties
- the loss of two sessional childcare providers that offered playgroup places
- a steady decrease in the number of registered childminders.

**11. Audit of Free Nursery Entitlement (3 and 4 Year Old) Places 2008-09**

Every 3 or 4 year old child is eligible for 12.5 hours per week of free nursery entitlement in either a maintained or approved PVI setting. In October 2008 there were:

- 2,210 children aged 3 and 4 years in Hartlepool
- 977 children were accessing their free entitlement in a maintained setting
- 88 children were accessing their free entitlement in a non-maintained setting (ie through a registered daycare provider - no children were using childminders)
- 1,065 children in total taking up their free entitlement
- 1,739 places or 8,695 sessions available in maintained settings (however the PVI sector remains flexible in the number of places they provide and respond to market need as required)

All data has been taken from the Autumn Term Headcount (October 2008).

## **12. Comparison of Free Nursery Entitlement (3 and 4 year old) places 2007-08 against 2008-09**

	No of FNE places in the maintained sector	No of FNE places in the PVI sector	No of children taking up an FNE place in the maintained sector	No of children taking up an FNE place in the PVI sector
<b>2007-2008</b>	1618	-	1383	135
<b>2008-2009</b>	1739	-	977	88
<b>*Variance</b>	121	-	-406	-47

*\*The noticeable variance is due to the introduction of 'Single Entry to Reception' which began in Hartlepool schools in September 2008 resulting in a drop of 4 year old children taking up FNE places however an increase in the number of children attending full time school.*

## **13. Feedback from Provider consultation 2008**

In September 2008 a workshop was held for registered and unregistered childcare providers in Hartlepool. The aim of the workshop was to raise awareness of the CSA findings and also for providers to begin to explore opportunities for them to adjust their businesses in order to meet perceived childcare gaps.

### **13.1 Key issues raised by providers included:**

- efforts to 'try something new' (eg weekend opening) have proved unsustainable in the past due to lack of take up
- need to use existing providers and their staff rather than encourage more providers to enter the market

- need to encourage employers to offer flexible working solutions rather than get the childcare providers to change
- need to be able to offer a sustainable service – not just short term solution to a long term problem
- need funding in order to make some of the adjustments suggested (eg staffing costs to pilot alternative opening hours etc).

#### **14. Feedback from Parent consultation 2008**

In September 2008, 500 childcare questionnaires were distributed to a sample group of Hartlepool parents. The purpose was to 'refresh' the large scale childcare questionnaire distributed as part of the 2007-08 CSA. This sample survey included a selection of parents living in the Burn Valley ward (one of the most deprived in the town) together with parents currently accessing services at SureStart Children's Centres.

- 22 responses were received
- All but one of the respondents were female and all but one were aged over 20 years
- 7 respondents were lone parents and 4 were 'parents to be'
- 10 of the respondents earned less than £20,000 per year
- 5 parents advised that their child had a special need/ disability
- Only 3 (13%) of parents advised that they needed childcare in the next 12 months.

#### **15. Summary of pilot projects funded through Childcare Sufficiency Assessment grant funding 2008-2009**

During September 2008 a grant of £40,000 was allocated to childcare sufficiency. This funding was to be used to support childcare providers in piloting schemes that could 'plug' perceived childcare market gaps. 13 providers submitted applications for 27 services/ schemes.

##### **15.1 Below is a summary of approved applications:**

- Kiddikins Childcare Ltd – pick up and drop off service for school nurseries across the town, flexi hours for parents to buy the care that they need
- Greatham Primary School – extended out of school opening hours 7.30 – 6pm
- Brougham Out of School Club – extended opening hours of the after school and holiday club until 6.30pm
- Hartlepool People Centre – to offer holiday care on school PD days and strike action days
- Playmates Private Day Nursery Ltd – to provide a flexi hour service where parents pay for the care that they need
- Clever Clogs Ltd – to open early/ late and weekends and to offer a flexi hour rate.
- Footprints (Learning for Life) Ltd – to open early/ late and weekends, to offer a flexi hour session, to operate a home collection/ drop off service
- One registered childminder - overnight care, weekend care and early/ late opening hours.

## **16. The Way Forward 2009-10**

There are a number of actions that need to be taken forward during 2009-2010:

- all comments received from both OPM and Hemsall Consultancies need to be acted upon in conjunction with any new and updated guidance received from DCSF
- the initial CSA gathered a vast amount of data however not all of this was included in the final written report or its appendices. All relevant data needs to be included in the next full report
- the initial CSA also failed to clearly map childcare supply to parent demand. A good sample of parents views were gathered as part of the research process however concerns over data validity meant that a 'scaling up' exercise was not undertaken. This needs addressing in the next full report in order that the assessment is robust and able to fully meet government requirements
- the action plan prepared as part of the initial CSA continues to act as a 'to do' list for officers within the team. This plan needs to be more robust in order to measure impact of action and in particular needs to cover 'managing the childcare market' rather than just childcare sufficiency

- work needs to continue with childcare providers in order to effectively communicate parent demand
- consultation with parents needs to be strengthened and continually fed into the 'managing the market' process
- consultation with children and young people needs to take place
- consultation with vulnerable groups needs to take place in particular children with disabilities, lone parents and parents with older children
- all consultation findings need to be mapped against the supply side of the market in order to identify 'perceived' and 'real' childcare gaps
- consideration needs to be given to the involvement of a professional researcher in order to ensure the next full assessment meets ALL of the necessary legal requirements. Whilst the FIS can supply good quality 'supply' data, help may be required in order to gather 'demand' data. It is likely that the distribution of a parent questionnaire can be covered 'in house' but focus groups and in depth interviews may be best carried out by an independent researcher.

#### **Contact Officer**

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#### **Supporting Officer**

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## **Appendices**

1. Childcare Sufficiency Assessment Action Plan
2. Resident population - mid 2008 (JSU)
3. 0-17 years children and young people population figures - mid 2008 (JSU)
4. Households and families - 2001 (census)
5. Unemployment - April 2008 (JSU)
6. Childcare places comparison tables - 2007-08 against 2008-09
7. Childcare places comparison tables by ward - 2007-08 against 2008-09

Appendix 1Childcare Sufficiency Assessment Action Plan - 2008-09

Key Findings from CSA	Proposed action	Responsible Officer
Sustainability of existing childcare provides is a concern for some provides but not for all	Build upon existing relationships with childcare providers to improve confidence in business information sharing	Business Support Officer (BSO)
	Work with providers to evaluate their current business position and ascertain likely short, medium and long term sustainability	BSO
	Work with training providers (eg HCFE and HSFC) to review childcare training programmes to ensure business planning skills are incorporated into courses	BSO
	Consult with providers re business training requirements and develop a programme of business training relevant to identified needs	BSO
	LA facilitated childcare provider meetings to be used as a forum for the provision of business and sustainability information and support	BSO
	Translate Sustainability Strategy into action plan	BSO
	Establish Childcare Sufficiency Grant (£40k for 2008-2009) including criteria and application forms to pilot childcare that meets the needs identified in the CSA	BSO
Parents want flexibility however this is often difficult to manage due to staffing and the legal requirements on the ratio of adults to children	Flexible Free Nursery Entitlement (FFNE) working group in place looking at models of FNE delivery and working to identify local 'champions' of flexible services – this will offer some flexible free childcare to parents	Childcare Market Officer (CMO)
	Make contact with regional colleagues and with the national Childcare Implementation Project participants to learn from their flexible practice	CMO
	Make best use of Early Years Foundation Stage requirements including Early Years Professional and/or Qualified Teacher input which allows changes in adult to child ratios	Early Years Consultant (EYC)
	Work with providers (maintained and non-maintained) to change cultural practice and to consider new methods of flexible delivery	EYC
	Cost up the most effective models of flexible childcare with providers to ensure any flexibility makes good business sense	BSO
		BSO



	Use funding available through the Childcare Sufficiency Grant to encourage providers to trial a variety of flexible childcare solutions	
Providers are not prepared to offer childcare to cover shift patterns, overnight or weekends	<p>Share CSA findings with childcare providers in order to provide them with evidence of demand for atypical hours</p> <p>Promote the identified gaps to providers as a new business opportunity and provide business support for those providers who may be willing to fill them</p> <p>Use the Childcare Sufficiency grant funding to support providers in filling gaps in the market on a short term basis whilst they build up demand</p> <p>Work with childminders to provide more flexible options to parents as they are more likely to be able to meet the legal requirements</p>	<p>CMO</p> <p>CMO, BSO</p> <p>CMO, BSO</p> <p>Early Years and Childcare Development Worker (EY CDW)</p>
Providers do not feel they are consulted on the development of new childcare provision, children's centres or extended schools	<p>All childcare providers to be invited to locality meetings</p> <p>Re-establish Nursery Manager Meetings (termly) as a means of disseminating a wide variety of information including CSA</p> <p>Consider the relevance/ need of a regular OSC/ CM meeting in order to disseminate information (similar to above)</p> <p>Relevant LA Officers to attend various childcare provider meetings and networks to ensure continuous feed of information</p> <p>Families Information Service (FIS) to continue to publish 'Inform' as a mechanism for information sharing with providers</p> <p>Review of Inform, Business Inform and the means with which we communicate with providers</p> <p>Consider the benefit of an email bulletin for providers</p>	<p>Integration Support Managers (ISM)</p> <p>BSO</p> <p>CMO</p> <p>As appropriate</p> <p>Families Information Service Officer (FIS)</p> <p>CMO</p> <p>CMO</p>
Cost, lack of flexibility and opening hours of childcare is a barrier for some people taking up employment	<p>CSA data to be shared with childcare providers</p> <p>Gaps in childcare provision to be marketed in order to identify providers willing to fill the service</p> <p>Childcare sufficiency grant funding to be used to pilot 'gap' filling</p> <p>Work with childminders in a possible recruitment exercise to fill identified gaps that require more flexibility</p>	<p>CMO</p> <p>CMO</p> <p>CMO</p> <p>CMO</p>

	Work with JC+ and use their regular 'barriers to childcare' information in order to ascertain what prevents parents from working	CMO, FIS
Contracts of employment are often less than 16 hours per week therefore parents are unable to apply for tax credits to supplement their income	<p>Work with agencies such as Business Link and appropriate LA officers to promote to employers the financial opportunities available to staff working more than 16 hours per week</p> <p>Families Information Service to lead on marketing campaign aimed at promoting the benefits of working 16+ hours per week</p> <p>Collaborative working with Lone Parent Advisers and Jobcentre Plus colleagues in Children's Centres and Extended Schools promoting tax credits to employers and parents</p> <p>Encourage HMRC to deliver information sessions to providers re Tax Credits</p>	<p>BSO</p> <p>FIS</p> <p>CMO, ISMs, FIS</p> <p>BSO</p>
Employees are now expected to work Bank Holidays, weekends and shifts as part of their normal working week	<p>Share working patterns information with childcare providers with a view to providers filling identified gaps</p> <p>Work with appropriate LA officers and agencies such as Business Link to encourage employers to consider flexible working for their employees</p> <p>Consider how to reach employers via a Families Information Service newsletter such as 'Infom' or a regular mailshot</p>	<p>CMO</p> <p>CMO, BSO</p> <p>FIS</p>
Use of informal care including grandparents and friends is preferred by parents but does not meet the Government demand for children to access high quality formal care to improve their social, emotional and educational well being	<p>Families Information Service to promote the benefits of registered/ formal care to parents and carers</p> <p>Extend the availability of the FIS service into localities ensuring maximum reach of parents and carers</p> <p>Promote the financial support available to parents using registered/ formal care (eg Tax Credits)</p> <p>Encourage schools to promote the use of formal care through their school newsletters</p> <p>Consider a family/ parents/ carers event that would promote formal care and offer providers the opportunity to meet parents/ carers</p> <p>Consider a parent newsletter that would promote a variety of issues including formal childcare and tax credits</p>	<p>FIS</p> <p>FIS</p> <p>CMO, FIS, BSO</p> <p>CMO, ISMs, FIS</p> <p>CMO</p> <p>FIS</p>

Costs of childcare (when added to the general cost of living) is expensive	Promote the availability of financial support towards childcare	CMO, FIS
	Encourage the take of Tax Credits working alongside Lone Parent Advisers and Job Centre Plus	CMO, ISMs, FIS
	Continue to work with childcare providers to rationalise running costs and make business savings that can then be passed on to the parent/ carer	BSO
	Promote the benefits of Salary Sacrifice Schemes (childcare vouchers) to employers/ employees	FIS, BSO
	Look at the subsidised childcare scheme that operated in the London Boroughs and learn from their practice	CMO
	Ensure parents are getting everything they are entitled to including free nursery entitlement and Tax Credits	FIS
Parents are not applying for the financial support (eg tax credits) that they are entitled to	Promote Tax Credits in conjunction with FIS, LA departments, health colleagues and Jobcentre Plus	FIS
	Work with Jobcentre Plus to support parents/ carers in completing the tax credits paperwork	FIS
	Produce a generic/ simple Tax Credits leaflet that 'dispels' some of the myths around HMRC	FIS
Gaps in the market – villages, holiday care and some schools, places for children with disabilities	Share CSA data with childcare providers in order to encourage business diversification/ expansion	CMO
	Conduct further market research into 'problem' areas to identify if need for childcare is genuine	CMO
	FIS to look at every parent/ carer enquiry on an individual basis and report unmet demand to Childcare Market Officer	FIS
	Encourage childcare providers to work together to provide innovative solutions to childcare gaps – eg shared transport schemes and walking buses	CMO, BSO, EYCDW, ISMs
	Training and further support required for providers in order to improve their offer of childcare for children with disabilities	CMO, EYCDW
	Accessibility of premises may be an issue – early years grant may be able to address this for some providers	CMO

	Aiming High for Disabled Children – make best use of capital and revenue grant to ensure providers are able to offer inclusive places	Children, Young People and Play Coordinator (CYPPC)
Quality of care is a concern and the age and experience of the staff working in settings	Promote to parents that all registered childcare providers and schools are inspected by Ofsted and that reports are publicly available through FIS/ internet	FIS
	Offer parents/ carers outcome information on childcare providers last inspection – eg Ofsted report	FIS
	Raise the issue of quality and experience with childcare providers and encourage them to tackle this themselves – learn to challenge providers	EYC, EYCDW
	Graduate Leader Fund – opportunity to increase the number of qualified leaders in settings	Workforce Development Officer (WDO)
	Promote the new childcare quality assurance programme that Hartlepool is developing	EYC, EYCDW CMO
Better access to school sites and facilities so children can play outside of school hours in a safe environment	Conduct an audit on age/ qualifications of childcare staff in Hartlepool	
	Localities, facilitated by Integration Support Managers, are working together to improve access and availability to all children, young people and the wider community	ISMs, Headteachers
	Promotion of Positive Activities for young people (PPA) through Families Information Service	FIS, Youth Services and Connexions
		FIS
	Continued investment and improvement in The Families Service Directory (The Directory) as a root for information on leisure activities for young people	FIS
	Consultation and stakeholder group (children and young people) to support development and promotion of The Directory	CYPPC
More play opportunities during school holidays and at weekends	Play Strategy and successful BIG funds to be used as appropriate to support access to high quality play provision	CYPPC
	Pilot schemes for community play facilities eg Lynnfield and use of Play Rangers	
Cost of activities is a barrier to take	Involvement of the voluntary sector in the delivery of services outside of school hours	ISMs, CYPPC
	Explore the opportunity of funding sources for activities led by the voluntary sector	ISMs, CYPPC

up		
Cost and availability of transport is an issue	More services in the community in which the children and young people live	ISMs, CYPPC
<b>LA issues</b>		
LA needs to ensure the 2010-11 assessment meets all statutory requirements	Act upon OPM and Hemsall consultancy findings	CMO
	Continue to work on improving assessment through interim updates	CMO
	Consider the need for the engagement of an external researcher to support parental demand information research	CMO
	Put in place resources and strategies to ensure that supply can be mapped clearly to demand	CMO
LA needs to ensure that the action is updated to ensure it covers 'managing the childcare market' and not just childcare sufficiency assessment	Update CSA action plan to look holistically at managing the childcare market	CMO
	Consider the benefits of merging the CSA action plan, Free Nursery Entitlement action plan, FIS action plan, FSD action plan and business support/ sustainability action plan into one overarching action plan that can be filtered as appropriate	CMO
LA has no control over which settings open or close	Share information on CSA with proposed and existing childcare providers in order to influence the development of provision	CMO
	Continue to work with LA colleagues in Planning Department in order to share information on the development of new provision	CMO, BSO
	Continue to work alongside Economic Development in order to ensure childcare businesses are supported	CMO
	Raise the profile of the childcare sector and its contribution to eradicating child poverty	CMO
LA has no funds to subsidise the cost of childcare	Need to encourage collaborative working with providers to ensure a varied offer is available to parents	CMO, BSO, ISMs, EYCDC
	Encourage parents to access all financial support they are entitled to	FIS
	Support employers with salary sacrifice schemes eg childcare vouchers	FIS, BSO
	Make best use of childcare sufficiency grant and pilot schemes that fit identified gaps in the market	CMO, BSO
LA cannot force parents to use formal / registered childcare	Marketing and publicity campaign linked to formal care, availability of financial support and educational benefits of childcare for children	CMO, FIS
	Accept and acknowledge that informal care is sometimes best for a child	All officers

Learn from first CSA and make improvements on the next – OPM report and key findings	Request Hartlepool's CSA to be scored by OPM and for feedback on its value	CMO
	Preparation of a CSA timetable and strategy for data collection and analysis ready for next full assessment	CMO
	Attend and learn from Childcare Regional Network – what other LAs are doing well	CMO, FIS
	Consider the advantages of doing the next CSA again ourselves OR finding the funds to contract it out OR a mixture of both	CMO
	Next CSA in alternative formats; language and accessibility statement; easy read language; clear publication date and if it is draft or final copy; exec summary clearly available on the website; inclusive of updated action plan etc	CMO
	FIS data needs tightening up – more robust vacancy information, more robust analysis of parents requirements, scaling up of data, better match of supply to demand	CMO, FIS

**Appendix 2**

**Resident population - mid 2008 (JSU)**

<b>Hartlepool/</b>	<b>Totals</b>	<b>Male</b>	<b>Female</b>
<b>Total population</b>	92,200	44,700	47,500
<b>Under 5</b>	5,500	2,800	2,700
<b>5 - 15</b>	12,880	6,500	6,380
<b>16 - 24</b>	11,220	5,700	5,520
<b>25 - 44</b>	23,500	11,300	12,200
<b>45 - retirement age</b>	21,100	11,700	9,400
<b>Retirement age and over</b>	18,000	6,600	11,400
<b>Number of households</b>	40,000	N/A	N/A
<b>Number of dwellings</b>	42,000	N/A	N/A
<b>Area in hectares</b>	9,386	N/A	N/A
<b>Population density</b>	9.8	N/A	N/A

### **Appendix 3**

#### **0-17 years children and young people population figures - mid 2008 (JSU)**

	Age Groups						
Ward	0-2	3-4	5-7	8-10	11-14	15-17	0-17
Brus	295	200	270	285	390	310	1,745
Burn Valley	265	150	200	200	285	255	1,355
Dyke House	255	160	225	245	335	260	1,480
Elwick	55	40	65	80	105	85	435
Fens	115	80	140	155	275	180	950
Foggy Furze	170	115	160	175	305	250	1,175
Grange	225	120	185	175	280	255	1,240
Greatham	30	20	40	70	105	85	355
Hart	255	155	215	255	345	250	1,480
Owton	295	200	275	265	370	290	1,695
Park	115	110	175	175	310	265	1,150
Rift House	220	150	195	235	375	285	1,465
Rossmere	235	180	205	220	275	215	1,335
St. Hilda	210	130	195	185	295	250	1,265
Seaton	200	140	180	225	325	280	1,350
Stranton	245	115	180	195	275	215	1,225
Throston	235	150	235	245	345	275	1,480
<b>Hartlepool Total</b>	<b>3,420</b>	<b>2,210</b>	<b>3,145</b>	<b>3,390</b>	<b>5,000</b>	<b>4,015</b>	<b>21,175</b>



## **Appendix 4**

### **Households and families - 2001 (census)**

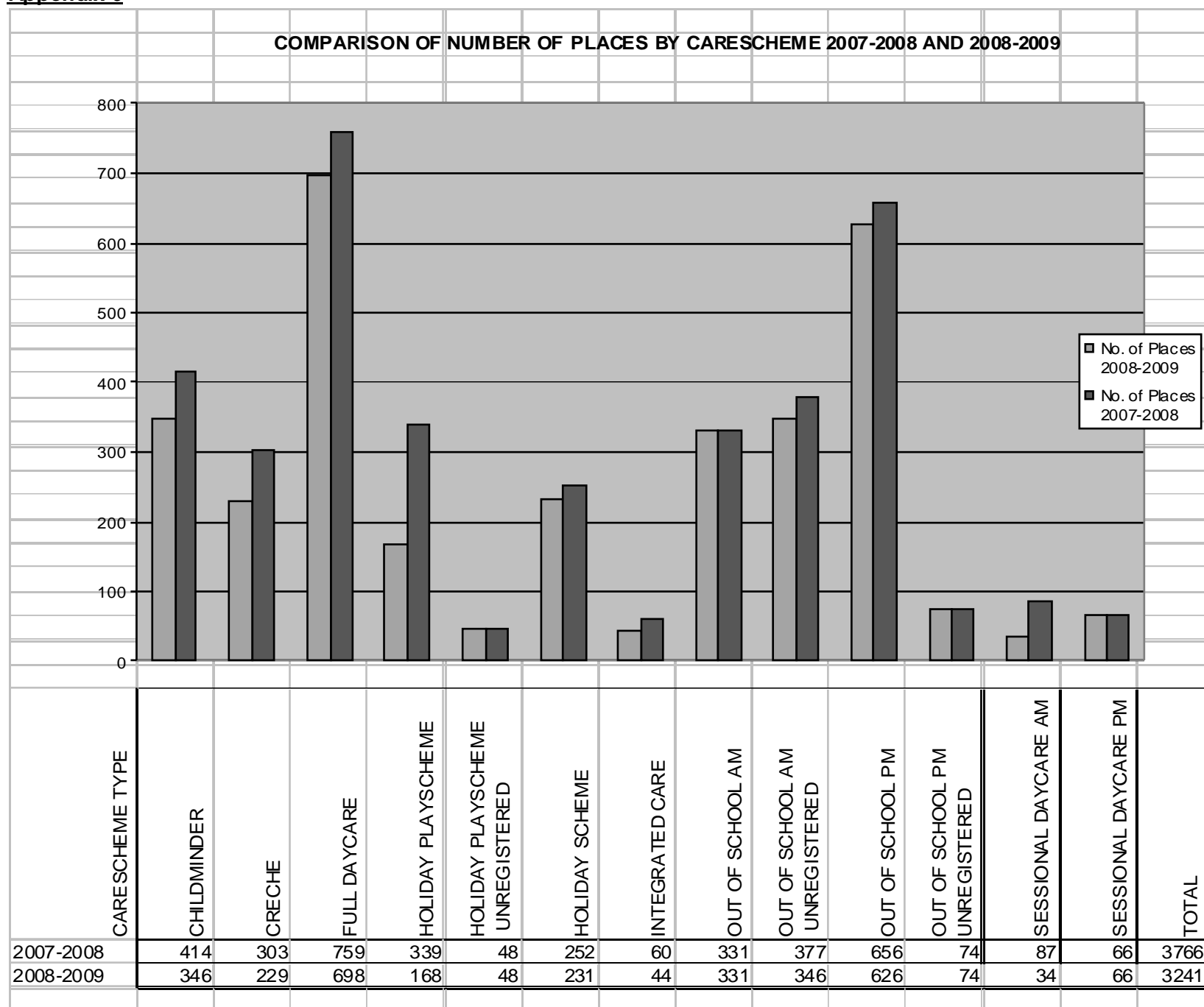
<b>Category</b>	<b>Hartlepool</b>	<b>H-pool %</b>	<b>England &amp; Wales %</b>
Ethnic minority population	1,042	1.2%	9.1%
People with long term limiting illness	21,590	24.4%	18.2%
Household with dependent children	7,986	21.4%	20.8%
Single person households (non pensioner)	5,685	15.2%	15.6%
Pensioner households	9,054	24.2%	23.4%
Single parent families	3,234	8.7%	6.5%
Households with cars	22,684	60.7%	73.2%

## **Appendix 5**

### **Unemployment - April 2008 (JSU)**

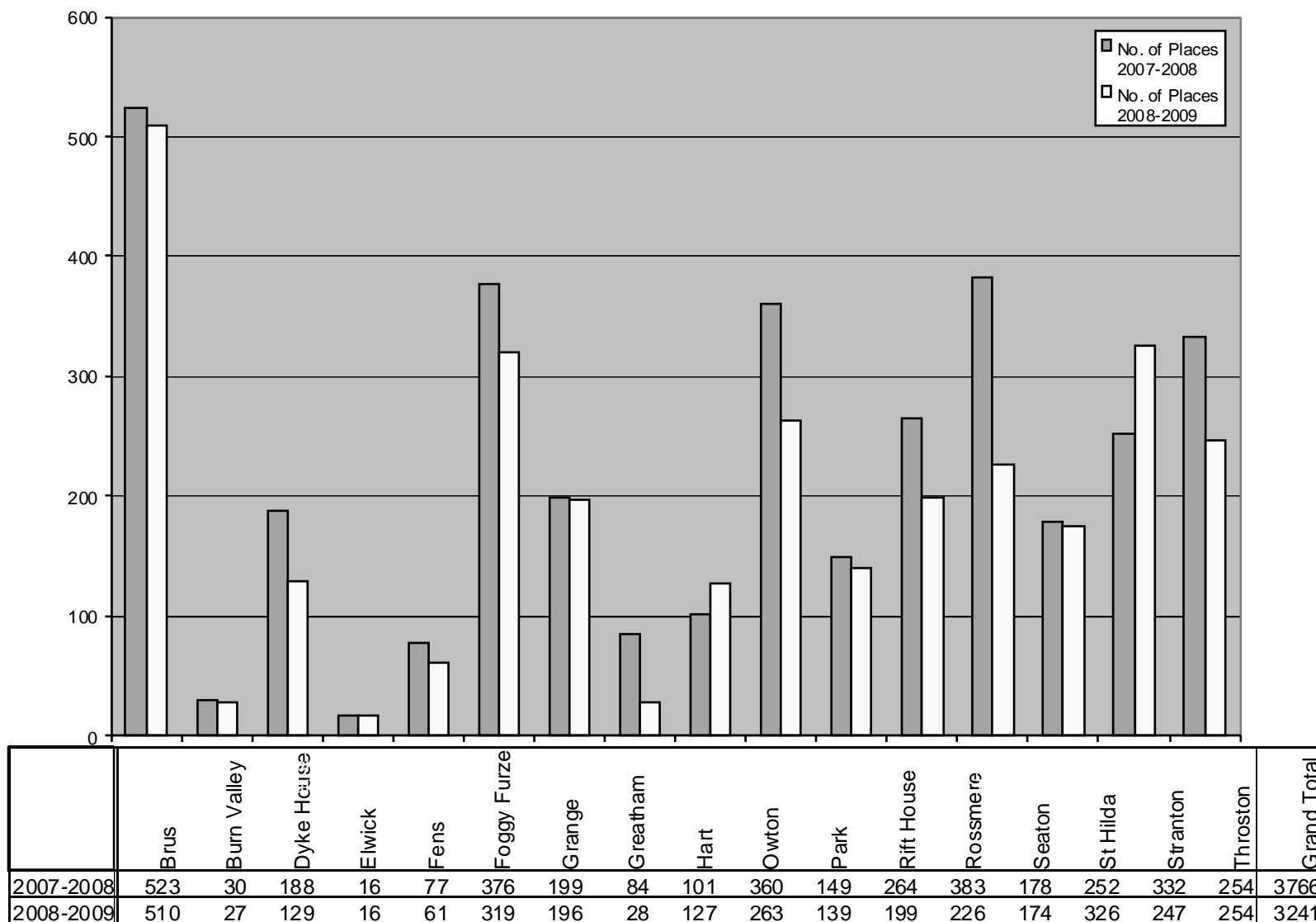
<b>Percentage rates - April 2008</b>	<b>Hartlepool</b>	<b>Great Britain</b>
<b>Total</b>	4.5%	2.23%
<b>Males</b>	2.3%	1.2%
<b>Females</b>	6.6%	3.1%
<b>Length of unemployment</b>		
<b>Under 6 months</b>	71.3%	71.0%
<b>6 months to a year</b>	18.6%	16.5%
<b>Between 1 and 2 years</b>	9.5%	10.8%
<b>More than 2 years</b>	0.4%	1.8%

## Appendix 6



## Appendix 7

COMPARISON OF NUMBER OF PLACES BY WARD 2007-2008 AND 2008-2009



## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

21 April 2009



**Report of:** Director of Children's Services

**Subject:** TO APPROVE AN INSTRUMENT OF  
GOVERNANCE FOR THE FEDERATED  
GOVERNING BODY OF ELWICK HALL C E  
AIDED PRIMARY SCHOOL AND HART  
PRIMARY SCHOOL

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### SUMMARY

#### **1. PURPOSE OF REPORT**

To request the Portfolio Holder for Children's Services to approve and make an Instrument of Government for a new constitutional model of a Federated Governing Body with effect from 1 September 2009.

#### **2. SUMMARY OF CONTENTS**

The report sets out the background and to making the new Instrument of Government.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder is responsible for all education and childcare matters.

#### **4. TYPE OF DECISION**

Non key decision.

#### **5. DECISION MAKING ROUTE**

Children's Services Portfolio meeting 21 April 2009.

#### **6. DECISION(S) REQUIRED**

Portfolio Holder for Children's Services to approve and make an Instrument of Government for a new constitutional model of a Federated Governing Body with effect from 1 September 2009.

**Report of:** Director of Children's Services

**Subject:** TO APPROVE AN INSTRUMENT OF  
GOVERNANCE FOR THE FEDERATED  
GOVERNING BODY OF ELWICK HALL C E  
AIDED PRIMARY SCHOOL AND HART  
PRIMARY SCHOOL

---

**1. PURPOSE OF REPORT**

To seek approval of Instrument of government as attached at **Appendix 1.**

**2. BACKGROUND**

In accordance with the School Governance (School Federation) Regulations 2007, the Governing Bodies of Elwick Hall C E Voluntary Aided Primary School and Hart Primary School consulted with a wide variety of stakeholders including the Portfolio Holder for Children's Services at a meeting held on 13<sup>th</sup> November 2008. The consultation period took place over a six week period beginning 20<sup>th</sup> October ending on 1<sup>st</sup> December 2008 when the governing bodies of the schools jointly agreed to formally federate with effect from 1<sup>st</sup> September 2009.

The Director of Children's Services and the Director of Durham Diocese have been consulted from the onset.

As part of the consultation process the Governing Body of Elwick Hall C E Voluntary Aided Primary School also consulted on a change of name to St Peter's Church of England Voluntary Aided Primary School Elwick to coincide with the formal federation of the schools.

In accordance with the School Governance (Federations)(England) Regulations 2007 Section 29 relating to a model of Federation comprising of more than one category of school including at least one foundation or foundation special or voluntary aided school the federated governing body is to comprise of the following:

- For each federated school at least one parent governor elected or appointed to represent the interests of the parents.
- At least 2 but no more than one third staff governors.
- At least 2 but not more than one fifth LA governors.
- At least 2 community governors.
- At least 2 foundation governors.

The Instrument of Government records the name of the school and sets out the size of the governing body and its constitution in accordance with the regulations.

The Governing Bodies of Hart Primary School and Elwick Hall CE Voluntary Aided Primary School, the local authority and the Diocesan Authority have agreed the constitution and formal federation including the change of name of Elwick Hall C E Voluntary Aided School to St Peter's Church of England Voluntary Aided Primary School Elwick.

### **3. RECOMMENDATIONS**

That the Portfolio Holder approve and make the Instrument of Government for the Federated Governing Body as attached at **Appendix 1**.

### **4. CONTACT OFFICER**

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## INSTRUMENT OF GOVERNMENT FEDERATED GOVERNING BODY OF ST PETER'S ELWICK CHURCH OF ENGLAND VOLUNTARY AIDED PRIMARY SCHOOL AND HART PRIMARY SCHOOL

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1. The name of the Federation is St. Peter's Elwick Church of England Voluntary Aided Primary School and Hart Community Primary School.
2. The names and categories of schools in the Federation are:  
  
St. Peter's Elwick Church of England Voluntary Aided Primary School and Hart Community Primary School.
3. The name of the Governing Body is St. Peter's Elwick Church of England Voluntary Aided Primary School and Hart Community Primary School.
4. The Governing Body shall consist of:
  - a) 7 Parent Governors  
(4 elected by parents of pupils attending St. Peter's Elwick Church of England Voluntary Aided Primary School and 3 elected parents of pupils attending Hart Community Primary School, based on numbers on roll).
  - b) 4 Staff Governors including the Headteacher.
  - c) 2 Local Authority Governors.
  - d) 2 Community Governors.
  - e) 5 Foundation Governors.
5. Total number of Governors 20.
6. ONE Foundation Governor shall be ex officio as set out in paragraph 7(a) below .  
  
TWO Foundation Governors shall be appointed by the Diocesan Board of Education.  
  
TWO Foundation Governors appointed from Elwick St. Peter's Parochial Church Council and Hart Mary Magdalene Parochial Church Council.
7. a) The holder of the following office shall be a foundation governor ex officio: The Incumbent or Priest in Charge (for the time being) of the Parish of Hart and Elwick Hall, Hartlepool.
- b) The Durham Diocesan Board of Education, in consultation with the Archdeacon and Area Dean, shall appoint a Foundation Governor, to act in the place of the ex officio foundation governor whose governorship derives from the office named in (a) above, in the event that the ex officio foundation governor is unable or unwilling to act as a foundation governor, or there is a vacancy in the office by virtue of which his governorship exists.



### **2.3 Appendix 1**

8. The Durham Diocesan board of Education in consultation with the Archdeacon and Area Dean are entitled to request the removal of any ex officio foundation governor and to appoint any substitute governor.
9. The Foundation Governors are the Trustees of St. Peter's Church of England Voluntary Aided School Elwick. The School Trust Deed is dated 24<sup>th</sup> April, 1851, and is kept at the Public Records Office, Kew, and a copy is kept at the church.
10. "Recognising its historic foundation, St. Peter's Elwick Church of England Voluntary Aided School will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level. The school aims to serve its community by providing an education of the highest quality with the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils".
11. The term of office of all categories of governors is FOUR years (with the exception of ex officio governor).
12. This instrument of government comes into effect on 1<sup>st</sup> SEPTEMBER, 2009.
13. This instrument was made by order HARTLEPOOL LOCAL AUTHORITY on

## **CHILDREN'S SERVICES PORTFOLIO**

Report to Portfolio Holder

21 April 2009



**Report of:** Director of Children's Services

**Subject:** NEXT STEPS FOR EARLY LEARNING AND  
CHILDCARE

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### SUMMARY

#### **1. PURPOSE OF REPORT**

For the Portfolio Holder to note the "Next Steps for Early Learning and Childcare" Department for Children, Schools and Families document.

#### **2. SUMMARY OF CONTENTS**

2.1 The government published a 10 Year Childcare Strategy in December 2004. This set out the government's vision for early learning and childcare. Following this strategy the government set out in legislation in the Childcare Act 2006 the following duties on local authorities:

- Improve the outcomes for children aged 0-5 years old through the delivery of integrated services through children's centres;
- Assess the local childcare market publishing a childcare sufficiency assessment every three years;
- Manage the market to ensure there is sufficient childcare available to meet the needs of parents in particular those families on lower incomes and those with disabled children;
- Provide information to parents and prospective parents on the full range of services available for them and their children up to their 20<sup>th</sup> birthday.

2.2 The government have published a document "Next Steps for Early Learning and Childcare" which sets out further actions for the government and local authorities. The following report highlights the key areas from this document.

#### **3. RELEVANCE TO PORTFOLIO MEMBER**

The Portfolio Holder is responsible for Children's Services.

**4. TYPE OF DECISION**

Non key

**5. DECISION MAKING ROUTE**

Portfolio Holder meeting 21<sup>st</sup> April 2009.

**6. DECISION(S) REQUIRED**

For the Portfolio Holder to note the "Next Steps for Early Learning and Childcare" document (Department for Children, Schools and Families).

**Report of:** Director of Children's Services

**Subject:** NEXT STEPS FOR EARLY LEARNING AND  
CHILDCARE

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**1. PURPOSE OF REPORT**

- 1.1 For the Portfolio Holder to note the "Next Steps for Early Learning and Childcare" Department for Children, Schools and Families document.

**2. BACKGROUND**

- 2.1 The government published a 10 Year Childcare Strategy in December 2004. This set out the government's vision for early learning and childcare as follows:

- A local authority that understands their childcare and wider needs;
- A thriving market in childcare offering them a choice of high quality places;
- Easy access to information and advice about what is available;
- 15 hours of free early learning and care for 3 and 4 year olds, to be taken flexibly over three or more days;
- A Sure Start Children's Centre for their community, either providing or giving easy access to services for young children and their families, designed around their needs and including health and employment support;
- Their primary school offering easy access to childcare from 8-6, out of school activities, parenting support, access for the local community to school facilities and quick referral to specialist health and social care services when necessary;
- Their secondary school open from 8 to 6, offering childcare and a range of out of school activities for children, young people and the wider community, with parenting support and quick referral to specialist health and social care services, either on site or with easy access through the school;

- 2.2 Following the 10 Year Childcare Strategy the Childcare Act passed through parliament placing the following duties on local authorities;

- Improve the outcomes for children aged 0-5 years old through the delivery of integrated services and the development of children's centres;
- Assess the local childcare market publishing a childcare sufficiency assessment every three years, with updates published annually;

- Manage the market to ensure there is sufficient childcare available to meet the needs of parents in particular those families on lower incomes and those with disabled children;
- Provide information to parents and prospective parents on the full range of services available for them and their children up to their 20<sup>th</sup> birthday.

2.3 The government published the “Next Steps for Early Learning and Childcare in February 2009. This document sets out the progress on the 10 Year Childcare Strategy and the challenges for the future.

### **3. NEXT STEPS FOR EARLY LEARNING AND CHILDCARE**

3.1 The document is set out in 6 chapters as follows:

- Progress on 10 Year Childcare Strategy
- Supporting families to support children
- What's on offer for 0-14s
- Quality of early years provision
- Information for families, providers and Government
- Financial support and managing the market

3.2 The document highlights the progress made on the 10 year childcare strategy:

- Maternity leave extended;
- Request for flexible working now available for parents;
- Development of Sure Start Children's Centres;
- Universal take up of 3 and 4 year old early learning offer;
- Implementation of Early Years Foundation Stage;
- Introduction of Early Years Professionals;
- More families accessing childcare element of working tax credit;
- Improved quality of providers;
- Increased access to play;
- Children's Information Services transformed to offer all children and young people information.

3.3 The document also sets out future developments for government, local authorities and providers. These include a number of actions for the local authority. Many of these build on work already being carried out by the council's Sure Start, Extended Services and Early Years Team. The key actions include:

- Ensure Families Information Services, Children's Centres and Extended Schools take account of the needs of friends and relatives who care, as well as parents;
- Ensure Children's Centres are developed (legislation currently being passed through parliament);

- Expect LAs to develop action plans to fulfil their new duty to ensure childcare for 0-14 year olds (and older disabled children) meets and responds to families needs;
- Offer free learning and childcare places to the most disadvantaged two year olds;
- Expect LAs to put a particular focus on childcare for 0-14s;
- Expand “Every Child a Talker” programme;
- Government to consider making it a legal requirement that every full daycare setting has a graduate by 2015;
- Government to set out clearer expectations of Local Authorities’ duty to manage the childcare market;

#### **4. RISK IMPLICATIONS**

- 4.1 The Local Authority has a number of statutory duties as set out in the Childcare Act 2006.

#### **5. FINANCIAL CONSIDERATIONS**

- 5.1 The funding for the above is direct grant through the General Sure Start Grant and Dedicated Schools Budget. These are ringfenced budgets for this area of work.

#### **6. RECOMMENDATIONS**

- 6.1 For the Portfolio Holder to note the “Next Steps for Early Learning and Childcare” document (Department for Children, Schools and Families).

#### **7. CONTACT OFFICER**

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