

CHILDREN'S AND COMMUNITY SERVICES PORTFOLIO DECISION SCHEDULE



4th December 2012

at 10.00 am

in Committee Room C, Civic Centre, Hartlepool

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

1. KEY DECISIONS

- 1.1 Schools' Capital Works Programme 2012/13 (Phase 3) – *Assistant Director, Child and Adult Services*

2. OTHER ITEMS REQUIRING DECISION

- 2.1 Appointment of Local Authority Representatives to Serve on School Governing Bodies – *Assistant Director of Child, Adult Services*
- 2.2 Festival of the North East 2013 – *Assistant Director, Child and Adult Services*
- 2.3 Making a Mark – *Assistant Director, Child and Adult Services*
- 2.4 OFSTED Inspection of Exmoor Grove – *Assistant Director, Child and Adult Services*
- 2.5 Safeguarding Children in Hartlepool – *Assistant Director, Child and Adult Services*

3. ITEMS FOR INFORMATION

No items

4. REPORTS FROM OVERVIEW OF SCRUTINY FORUMS

No items



CHILDREN'S AND COMMUNITY SERVICES REPORT

4 December 2012



Report of: Assistant Director, Child & Adult Services

Subject: SCHOOLS' CAPITAL WORKS PROGRAMME
2012/13 (PHASE 3)

1. TYPE OF DECISION/APPLICABLE CATEGORY

Key decision, test 1 and 2 apply. Forward plan reference: CAS 131/12

2. PURPOSE OF REPORT

- 2.1 To seek approval to the formation of a Schools' Capital Works Programme for 2012/13 – Phase 3.

3. BACKGROUND

- 3.1 A report was submitted to Cabinet on 24 October 2011 indicating that expressions of interest for Priority Schools Building Programme (PSBP) had been submitted to Partnerships for Schools (PfS) – now known as the Education Funding Agency (EFA), for the following four Hartlepool schools:

- Manor College of Technology
- Barnard Grove Primary School
- West View Primary School
- Holy Trinity Church of England Primary School

- 3.2 On 24 May 2012, the Secretary of State announced the names of the schools to be taken forward into the PSBP. The Council was informed that three out of the four expressions of interest made have been successful, these being:

- Manor College of Technology
- Barnard Grove Primary School
- Holy Trinity Church of England Primary School – Diocese

- 3.3 On 19 June 2012, a further report was submitted to the Portfolio Holder for Children's & Community Services, outlining Phase 2 Schools Capital Works Programme for 2012/13.
- 3.4 The report sought approval for schemes which had become necessary since the Phase 1 Programme was approved in March 2012 and included schemes for West View Primary School as it had not been successful for the PSBP. The Portfolio Holder approved the recommendations in that report.
- 3.5 As explained in the 19 June 2012 report, further details in relation to a Phase 3 programme would be forthcoming as soon as the PSBP announcement had been made and further clarity had been obtained.
- 3.6 It was expected that the Council would be contacted by the EFA shortly after the 24 May 2012 announcement in order to give an indication when work would start to develop proposals for these schools. The respective Governing Bodies and Cabinet will need to make a decision at some point on whether they feel able to take the programme forward and that decision will be made once further details of the Terms and Conditions of the Private Finance Initiative (PFI) arrangements are known.
- 3.7 On 20 July 2012, the Council received correspondence from the EFA which stated that the PSBP will be delivered by grouping schools together into "batches". The process to group the schools would take into account a number of factors including condition, geography and commercial viability i.e. ensuring that there will be a healthy competition for the work which will deliver value for money for the public purse. As far as possible, the needs of the schools in the worst condition will be addressed first.
- 3.8 In Hartlepool's case, the projected contact date stated by the EFA is not until some time in 2015. The EFA scheduled a meeting with the Council and schools concerned on 21st November 2012 to share information on how the programme will be delivered and address any specific questions or concerns generated at this time. Despite this initial meeting, it is still not expected that any construction works will commence before 2016/17.
- 3.9 Given the projected lengthy timescales before the EFA intend to make any formal arrangements for contact about the programme (2015), and the fact that Manor College of Technology and Barnard Grove Primary School are in need of urgent condition related works, it is necessary to seek approval for a range of urgent works.

4 PROPOSALS

- 4.1 Thorough additional surveys of Manor College of Technology and Barnard Grove Primary School have now taken place. Meetings with the Headteachers concerned, Building, Mechanical and Electrical Surveyors have taken place in order to determine the level of works **absolutely essential in the short term** at these schools.

- 4.2 Detailed in Appendix 1 is a list of works required for both schools which are recommended for early completion in order to enable the school buildings to remain in a safe and operational state over the next 4-5 years.

5. RISK IMPLICATIONS

All works proposed will ensure that the two schools mentioned above will continue to operate in a safe and appropriate environment. Failure to undertake any of these works could provide a school setting that contains unacceptable risks.

6. FINANCIAL CONSIDERATIONS

Funding for works in Appendix 1 was set aside within the 2012/13 Capital Programme.

7. ASSET MANAGEMENT CONSIDERATIONS

The works proposed are in line with the recommendations arising from surveys and inspections that are designed to highlight any deficiencies in school facilities.

8. RECOMMENDATIONS

It is recommended that:

- The programme of essential capital works – Phase 3, are approved as summarised in Appendix 1, subject to the LA agreeing contributions from schools towards individual schemes in line with the shared funding principles established by the Schools Forum.
- The Child and Adult Services Department be allowed dispensation and discretion to authorise works where a significant health and safety risk is exposed in advance of formal approval by the Portfolio Holder for Children and Community Services.

9. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

Appendix 1 to this report.

10. BACKGROUND PAPERS

Report to Cabinet 24 October 2011 and Children's Services Portfolio 27 March 2012 and Children's & Community Services 19 June 2012.

11. CONTACT OFFICER

Peter McIntosh
Head of Planning & Development
Level 4, Civic Centre, Victoria Road, Hartlepool, TS24 8AY

Telephone 01429 284103

E-mail: peter.mcintosh@hartlepool.gov.uk

2012/13 SCHOOLS' CAPITAL WORKS PROGRAMME – PHASE 3

MANOR COLLEGE OF TECHNOLOGY – URGENT WORKS

Building Structure

Block	Attribute	Est. Costs £
D	Sanitary Services	26,000
D	External Windows & Doors	4,580
A	Roof – Area 1	51,000
A	Roof – Area 2	23,000
A	Roof – Area 3	38,000
Sub Total		142,580

Electrical

Block	Attribute	Est. Costs £
C	Power / lighting / distribution	19,687
D	Rewire	17,718
A	Rewire	77,062
Sub Total		114,467

Mechanical

Block	Attribute	Est. Costs £
A	Heating Emitters	40,500
C	Hot & Cold Water Distribution	16,875
D	Hot & Cold Water Distribution	5,400
A	Water Storage	9,247
A	Ventilation Fans	54,000
D	Heating Emitters	14,062
A	Boiler Renewal x2	90,000
Sub Total		230,084
TOTAL		487,131

Following consultation with the school, the works below will only be carried out should failure occur.

Block	Attribute	Est. Costs £
C	Ventilation Fans	15,750
D	Ventilation	3,937
Total		19,687

BARNARD GROVE PRIMARY SCHOOL - URGENT WORKS**Building Structure**

Block	Attribute	Est. Costs £
A	Walls	13,000
B	Windows/Doors	20,000
A/B/C	Internal Doors	5,400
B	Roof	102,000
B	Drainage	3,500
Sub Total		143,900

Mechanical

Block	Attribute	Est. Costs £
A	Ventilation	6,750
B	Heat Source & Equipment	67,500
B	Ventilation	6,750
Sub Total		81,000
TOTAL		224,900

Electrical – No issues

CHILDREN'S AND COMMUNITY SERVICES REPORT

4th December 2012



Report of: Assistant Director of Child and Adult Services

Subject: APPOINTMENT OF LOCAL AUTHORITY
REPRESENTATIVES TO SERVE ON SCHOOL
GOVERNING BODIES

SUMMARY

1 TYPE OF DECISION

Non Key Decision.

2 PURPOSE OF REPORT

To request the Portfolio Holder for Children's and Community Services consideration and approval of the recommendations of the General Purposes Committee in respect of the appointment of Local Authority representative governors to serve on school governing bodies where, interest has been expressed in the vacancies.

3. BACKGROUND

Applications are invited from members of the general public, elected members and those governors whose term of office is about to expire or have expired who are interested in serving or wish to continue serving as a Local Authority representative governor on school governing bodies

The following criteria were agreed by the Borough Council for the recruitment of Local Education Authority representative governors in 2000. Local Authority governors should be able to show:

- demonstrable interest in and commitment to education;
- a desire to support the school concerned;
- a commitment to attend regular meetings of the governing body (and committees as appropriate) and school functions generally;
- good communication/interpersonal skills;
- ability to work as part of a team;

- a clearly expressed willingness to participate in the governor training programme.

A schedule setting out details of vacancies together with applications received in respect of the vacancies was considered by members of the General Purposes Committee at their meeting held on 12th November 2012. (**Appendix 1**).

4 RECOMMENDATIONS

The Portfolio Holder for Children's and Community Services approve recommendations of the General Purposes Committee in respect of the appointment of Local Authority representative governors to serve on school Governing Bodies. A schedule outlining recommendations of the General Purposes Committee is attached at **Appendix 1**.

5 APPENDICES AVAILABLE ON REQUEST, IN MEMBERS LIBRARY AND ON-LINE

Appendix 1.

6 BACKGROUND PAPERS

Recommendations from General Purpose Committee 12th November 2012.

7. CONTACT OFFICER

Ann Turner, Governor Support Officer, telephone 523766



Children and Adult Services

VACANCIES FOR LOCAL AUTHORITY REPRESENTATIVES ON GOVERNING BODIES

NOVEMBER, 2012

**Contact Officer: Ann Turner
01429 523766**

VACANCIES FOR LOCAL AUTHORITY REPRESENTATIVES ON GOVERNING BODIES

SCHOOL INCLUDING LA GOVERNORS	VACANCIES	EXPRESSION OF INTEREST	RECOMMENDED FOR APPOINTMENTS
Brougham Primary School			
Mr S Marshall	1 vacancy	No interest expressed	No recommendation
Mr S Thomas			
Catcote School			
Mr S Wallace	2 vacancies	No interest expressed	No recommendation
Eldon Grove Primary School			
Mrs J Butterworth	1 vacancy	No interest expressed	No recommendation
Mrs P Vaughan			
Fens Primary School			
Mrs P Heward	1 vacancy	No interest expressed	No recommendation
Alderman A Preece			
Golden Flatts Primary School			
Councillor C Hill	2 vacancies	No interest expressed	No recommendation
Grange Primary School	2 vacancies	No interest expressed	No recommendation

2.1 Appendix 1

SCHOOL INCLUDING LA GOVERNORS	VACANCIES	EXPRESSION OF INTEREST	RECOMMENDED FOR APPOINTMENTS
Holy Trinity CE Aided Primary School	1 vacancy	No interest expressed	No recommendation
Jesmond Gardens Primary School Mr M Ward Mrs S Saint	1 vacancy	No interest expressed	No recommendation
Lynnfield Primary School Councillor C Richardson Councillor C Simmons	2 vacancies	No interest expressed	No recommendation
Manor College of Technology	1 vacancy	Alderman A Preece Councillor A Lilley	Councillor A Lilley
Owton Manor Primary School Mrs J Thompson Mrs M Raine Councillor M James	1 vacancy	No interest Expressed	No recommendation
Rift House Primary School Councillor S Tempest Councillor M James	1 vacancy	Councillor Paul R Beck	Councillor Paul R Beck
Rossmere Primary School Mrs M Smith	1 vacancy	No interest expressed	No recommendation
Springwell School Mrs L Barraclough	1 vacancy	No interest expressed	No recommendation
St Cuthbert's RC Primary School	1 vacancy	Councillor C Akers-Belcher Councillor K Sirs	Councillor C Akers-Belcher

CHILDREN'S AND COMMUNITY SERVICES REPORT

4th December 2012



Report of: Assistant Director, Child and Adult Services

Subject: FESTIVAL OF THE NORTH EAST 2013

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non key decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of the report is to inform the Portfolio Holder about the Festival of the North East in 2013 and the Hartlepool contribution to this event.

3. BACKGROUND

Festival of the North East is a month long celebration of culture and heritage to run throughout the whole of the North East of England in June 2013. It will act as a fanfare to welcome the arrival of the Lindisfarne Gospels to Durham on July 1st, on loan from the British Museum until the end of September, and will showcase the region's distinctive creativity and heritage in its many forms. The festival will bring together arts, science, creative industries, and heritage, embracing both the work of major institutions and small scale community groups, and individual artists and practitioners.

The month long festival programme will be the first of its kind in spanning a whole geographical region – Tees Valley, Country Durham, Tyne & Wear and Northumberland. It will also be the first of its kind with regards to its content, which will cross multiple genres and sometimes bring unlikely partnerships together to provide audiences with unexpected and often playful experiences. There will be a range of high profile new commissions as part of the Festival, but at its heart it intends to be one that unites communities, encourages participation and ignites interest in the North East - offering both inbound visitors and locals an innovative and varied cultural experience.

Festival Team:

The original concept for Festival of the North East came from renowned Northumbrian piper and composer Kathryn Tickell, who has now been joined by other leading creative figures with links to the North East – writer Lee Hall, musician Paul Smith of Maximo Park and sculptor/artist Antony Gormley (OBE) – as the artistic advisors supporting the development of the programme.

Recently appointed festival producer Jonathan Best will curate and produce the festival programme supported by an assistant producer (soon to be appointed) and Jeannie Adams and Kathryn Malone (Hundredth Monkey) who will provide marketing and communications services.

The Festival of the North East is governed by a steering group made up of representatives of Arts Council England (North East), NewcastleGateshead Initiative, Tyne and Wear Archive Museums, The Sage Gateshead, and The Lindisfarne Gospels. It is chaired by Anthony Sargent, General Director, The Sage Gateshead.

Additionally, representatives of the region's 12 local authorities meet monthly as a liaison group, and will be working to coordinate activities in their respective areas.

4. PROPOSALS

- 4.1 It is proposed that Hartlepool Culture & Information Service makes the following contribution to the Festival of the North East in 2013, this falls into the Tees Valley approach of looking at the areas industrial past and present. The Tees Valley has agreed, through the Cultural Officers group, that we should celebrate our Industrial past, present and future. This will give us the chance to highlight engineering and industrial industries that have made the sub-region what it is today. In Hartlepool it is appropriate to give focus to the legacy of William Gray, in regard to the industrial achievements and the social legacy which are coinciding with major anniversaries.

4.2 Why Celebrate Sir William Gray in June 2013?

2013 will see two complementary anniversaries of Hartlepool's shipbuilding heritage; the 150th Anniversary of the founding of Denton, Gray and Company in 1863, and the end of the company as William Gray and Company in 1963 after 100 years of production.

Starting as a clerk, Sir William Gray made his first fortune in the drapery business, importing fashionable cloth and dress items into Hartlepool through a chain of stores in the town. In the early 1860s however he saw the opportunity to get involved in the new trade of constructing iron ships and joined a partnership with local shipbuilder John Denton. Denton, Gray and Company launched their first ship in 1864.

After an unsuccessful collaboration with Richardson, Duck and Co. of Stockton-on-Tees, and Thomas Richardson and Co., Denton and Gray continued as the original partnership and expanded into a bigger yard in West Hartlepool covering 6 acres. By 1869, they employed 1200 workers. On Denton's death in 1871 a complex legal wrangle over the succession eventually found for the Gray family, and the company was renamed William Gray and Company in 1874.

"Grays" held a number of National records for ship production. In 1878, they broke the British record for ship production by launching 18 ships in a year, and did it again five more times before 1900. Production kept apace until into the late 1920s, with their 1000th ship being launched in 1929. The great depression of 1930 however caused the closure of the Shipyard until 1932. The great depression of 1930 however caused the temporary closure of the Shipyard until 1932, when a partnership between the company, workers and local people successfully won a contract to build two paddle steamers for the London North Eastern Railway. This achievement is widely recognised as saving the ship making industry in the town. One of these paddle ships, the PSS Wingfield Castle (1934), is preserved at the Museum of Hartlepool as a lasting legacy of the town's engineering skill and determination during difficult times. Business eventually picked up in the build up to World War Two. Post War, the inevitable movement of shipbuilding overseas led to dwindling order books, and the voluntary liquidation of the company in 1962-1963

While Gray and Company's built its last ship The Blanchard in 1961, and carried out repair work on two barges in the following year, it was not until Christmas 1962 that the Company made its decision to cease trading and go into voluntary liquidation. While local people tend to think of the closure of the company as concurrent with the mass layoffs of workers in 1961 and 1962, the company officially ran until the end of the financial year 1963. Its resources and assets were auctioned off in May and June 1963, ending 100 years of the Gray's family involvement in the shipbuilding trade.

2013 will therefore see both the 150th Anniversary of Gray's first involvement in shipbuilding, and the 50th Anniversary of the end of the company.

4.3 Hartlepool's contribution to Festival of the North East

- Exhibition of Sir William Gray's donations to the town in Hartlepool Art Gallery 26th March – 31st May, including Natural History installation by artist Kath Connor.
- Events on PS Wingfield Castle in June.
- Heritage Open Day in September on PS Wingfield Castle.
- June launch of Fabulous Books Fabulous Places with Book Artist Theresa Easton and will engage young people accessing the service with a book art project that could explore and address the subject of Identity that young people growing up in Hartlepool face and draw in sister cities of Hartlepool in a 'Mail Art' project.

4.4 'Mail' Art Project

An additional project working with young people in Hartlepool is being developed using the medium of artist's books and correspondence. The project came from a meeting with the artist and Cultural Services staff following attendance at the Festival of the North East Meeting. The project has already been proposed as part of the Festivals programme.

It will engage young people accessing Youth Services with a book art project that could explore and address the subject of Identity that young people growing up in Hartlepool face and draw in sister cities of Hartlepool in a 'Mail Art' project. The artist and staff will help the young people to develop ideas using various services and locations like Hartlepool Art Gallery and Central Library.

The Mail Art concept take the young people away from the 'instant world' they currently inhabit and had the opportunity to work with young people in different parts of the world using contacts Youth Services have in Germany and contacts in Melbourne, Australia and Daytona Beach, Florida, USA.

Establishing professional development training with staff based in Youth Services that incorporates printmaking& bookbinding skills appropriate to their environment and current resources.

The young people and staff will work with a printmaker and book artist to create book art project over approximately 6-7 session.

The project has the potential to create a lasting legacy in the form of a collection of work, which could become mobile (within the library service) and be accessible in non-gallery locations such as Youth Centres, Community Centres, Libraries and Health Centre's. There are a number of established gallery venues where Young People could have the opportunity to develop curatorial skills and showcase their work in a professional context. There is scope to develop economic capacity in the form of creating multiples for retail.

The project is part of the wider 'Inspire' programme between Youth Services and Cultural Services and is designed to challenge pre-existing stereotypes, to increase confidence and raise aspirations of those taking part.

5. FINANCIAL IMPLICATIONS

- 5.1 The Festival of the North East does not have any financial implications for Hartlepool Borough Council as our proposed events will be covered by existing budgets. The external artists are applying for Grants for the Arts via the Arts Council to cover their costs.

- 5.2 The Festival will give the opportunity to have our events listed in the marketing of the Festival of the North East.

6. RECOMMENDATIONS

- 6.1 It is recommended that the Portfolio Holder endorses the project.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The project will enable the Culture & Information Service to promote Hartlepool, its museum and arts collections to a wider audience via the publicity mechanism of the Festival of the North East.
- 7.2 It will promote the important contribution of the Gray family to Hartlepool and will be used to highlight the PSS Wingfield Castle, the largest exhibit of the Museum of Hartlepool.

8. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

None.

9. BACKGROUND PAPERS

- 9.1 None.

10. CONTACT OFFICER

John Mennear, Assistant Director, Community Services.

CHILDREN'S AND COMMUNITY SERVICES REPORT

4th December 2012



Report of: Assistant Director, Child and Adult Services

Subject: MAKING A MARK

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Non key decision.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to inform the Portfolio Holder about our participation in the “Making A Mark” national Museums collaborative learning project.

3. BACKGROUND

3.1 Earlier this year the Department of Education made £3.5m of funding available for developing museum learning partnerships between ten National Museums and ten regional partners. This funding is facilitated through Arts Council England (ACE).

3.2 Redcar and Cleveland Borough Council was selected in July 2012 as one of these ten regional partners, on criteria including low uptake of Artsmark (ACE's new flagship arts qualification for 13-19 year olds), incidence of free school meals, and low take up of museum visits by local Schools. There was no bidding procedure. They were partnered with the National Portrait Gallery (NPG), and a total of £504,000 was allocated to this partnership for the period April 2012 to March 2015.

3.3 Developments and discussions in September this year subsequently widened the partnership to include all the Local Authorities in the Tees Valley, a number of regional arts organisations involved in delivering Artsmark (including The Bridge Organisation, Tees Valley Arts, and Sage Gateshead), and Tyne and Wear Archives and Museums as training advisors.

- 3.4 The five local authorities that comprise the Tees Valley will work with the National Portrait Gallery and regional schools on a three year programme of museum engagement that explores local history and the expression of identity through different areas of the curriculum.
- 3.5 Titled “Making a Mark”, this programme will use the stories of local heroes and individuals, both famous and less well known, under a number of themes that are designed to connect with the national curriculum and museum collections across the Tees Valley. These include Design, Industry, Inventors, Innovators, Transport, Environment, Leisure and Social Reformers. This in turn compliments the involvement of the National Portrait Gallery, which is focused on National Biography.
- 3.6 Practical activity will be centered on developing sessions, workshops and resources around these themes. At primary level these will link to the geography and history curriculum including Victorians, Tudors & Stuarts and Famous Individuals, or to project work that can be integrated into the curricular of local schools. At secondary level, sessions, workshops and resources will be developed that enable schools and young people to include visits to partner museums as part of their studies for History, and Art & Design GCSEs.
- 3.7 To develop a strong programme, all partners will be looking to understand the needs of schools and teachers in depth to adapt and develop existing programmes and develop a new offer each museum is confident will be relevant in the longer term.

4. PROPOSALS

- 4.1 We propose to involve at least 24 individual Hartlepool primary and secondary schools in our contribution to the project.
- 4.2 We would engage with a total of 3040 individual pupils from these schools, and aim to generate at least total of 9120 visits to Hartlepool Art Gallery and The Museum of Hartlepool between January 2013 and March 2015
- 4.3 These visits and workshops have to be free to schools as part of the project criteria.

5. FINANCIAL IMPLICATIONS

- 5.1 Each partner's individual targets are directly connected to their share of the allocated funding.
- 5.2 A total of £30,400 is available to Hartlepool to support the staffing of the delivery of this project. This would support an additional 0.5 FTE Learning Officer post solely for the delivery of sessions. Workshop planning,

administration and organisational contact with school and teachers would need to be covered by our core Museum and Gallery Learning staff.

- 5.3 An additional £12,000 is available directly for Hartlepool schools to help cover transport, classroom cover, and enable involvement. This is £500 per school at our 24 schools involved in the target.
- 5.4 Failure to hit targets would see a reduction in available funding to Hartlepool proportional to the funding allocated. This creates a potential risk, as we are paid by Redcar and Cleveland BC in arrears for project expenditure.
- 5.5. This risk is mitigated by a memorandum of understanding allowing us to disengage with the partnership with 12 weeks of notice should the high levels of participation be unachievable.
- 5.6 Additional resources will also flow into the Authority through this project. These currently include training for staff, our share of the professional advice of a specialist educational consultant, funding for artwork loans from the NPG, and marketing and communication funding. Specifics of the amounts of each are not available at the time of report.

6. RECOMMENDATIONS

- 6.1 It is recommended that the Portfolio Holder endorses the project.

7. REASONS FOR RECOMMENDATIONS

- 7.1 Our participation in this National partnership will help to sustain our Museum based Learning Service to local schools post the ending ACE transition funding in March 2013.
- 7.2 It will help us to develop our long term goal for deepening art/history based learning at Hartlepool Art Gallery, as well as assisting with sustaining our high levels of school visits at The Museum of Hartlepool
- 7.3 The project's focus on reaching out to pupils living in areas of social deprivation and at risk of NEET will both directly benefit young people, and assist in raising Attainment levels within the Authority.
- 7.4 It is an opportunity to ensure that Hartlepool is within a major National Partnership, and sustains our reputation as an organisation that effectively collaborates with others to best engage with local audiences.
- 7.5 The programme's themes strongly compliment and enhance our learning and exhibitions programmes which are already planned for delivery over the next two years. For example, this clearly supports and resources learning for the Sir William Gray Exhibition at the Art Gallery as part of our contribution to The Festival of the North East in Spring 2013.

- 7.6 For information: we currently receive 12,000 organised visits per year from pupils with their schools. Of these, learning staff facilitate workshops and directly teach 7000 pupils per year. The rest are self-led by teachers using our educational resources. Engagement is split 10,000 at the Museum of Hartlepool to 2,000 at Hartlepool Art Gallery. 2 out of 3 of these pupils are from Hartlepool. In addition c.5000 pupils per year visit the Historic Quay and the HMS Trincomalee in school groups. We are currently the largest provider of museum learning in the Tees Valley.

8. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

- 8.1 None.

9. BACKGROUND PAPERS

- 9.1 None.

10. CONTACT OFFICER

John Mennear, Assistant Director, Community Services.

CHILDREN'S AND COMMUNITY SERVICES REPORT

4 December 2012



Report of: Assistant Director, Child & Adult Services

Subject: OFSTED INSPECTION OF EXMOOR GROVE

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non key

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to present to the Portfolio Holder feedback regarding the recent inspection of Exmoor Grove Short Break Care Unit undertaken by OFSTED.

3. BACKGROUND

- 3.1 OFSTED has a duty to inspect children's homes twice a year. Usually there will be a full inspection followed by an interim inspection. The scheduling of inspections takes account of: legal requirements; previous inspection findings; complaints and concerns about the service and notifications and monitoring reports provided to Ofsted by children's homes under regulations 33 and 34 of the Children's Homes Regulations 2001, as amended by The Children's Homes (Amendment) Regulations 2011.
- 3.2 In April 2012 a new framework for conducting inspections of Children Homes was introduced.
- 3.3 There are a new set of grade descriptors to evaluate performance within the new inspection framework and there is an increased emphasis on the outcomes and impact for children and young people. Within this inspection regime OFSTED have significantly raised the threshold expected to be achieved within each of the judgment.

3.4 The inspection judgments are graded as:

Outstanding: A service of exceptional quality that significantly exceeds minimum requirements.

Good: A service of high quality that exceeds minimum requirements.

Adequate: A service that only meets minimum requirements.

Inadequate: A service that does not meet minimum requirements.

3.5 The inspection of Exmoor Grove in September was a full inspection.

4. INSPECTION JUDGEMENTS

4.1 The overall effectiveness of the home was judged to be **GOOD**. The Inspector found the home provided good, consistent, well planned care, which resulted in good outcomes for young people. The Inspector also advised he found the staff team very good at celebrating young people's achievements and creating a caring atmosphere in which the young people are happy and feel comfortable and that the staff in the Unit actively seek and take into account the wishes and feelings of the young people accessing the service.

4.2 Outcomes for Children and Young People were judged to be **GOOD**. The Inspector stated that the home had a collaborative approach to care planning and effective planning during the admission process both of which led to young people receiving consistency and effective continuity of care.

The Inspector found young people were making good progress in developing their self care skills and independence and this helped build the young people's confidence and self esteem.

He also advised that good staffing levels meant that the young people received personalised support and were given the opportunity to attend a wide range of stimulating activities.

4.3 The quality of care was also judged to be **GOOD**. The Inspector found that staff were good at developing positive relationships with the young people and ensuring Exmoor provides a warm, secure, caring environment in which young people are able to feel safe and relax.

The Inspector found clear procedures in place to enable young people to complain if they wished and found the information was available in differing formats to meet the diverse communication needs of the young people.

The Inspector advised staff worked constructively with young people's parents and carers to ensure continuity of care and good outcomes for young people. They did this in a range of ways including the keyworker of the child visiting the family on a monthly basis to ensure regular communication between the home and the family.

- 4.4 Safeguarding Children and Young People was judged to be **ADEQUATE**. The Inspector advised that the young people felt safe living in the home and the staff team worked hard to protect and promote young people's welfare. He also found that staff take prompt and appropriate action when young people are deemed to be at risk.

He advised that staff vigilance and good staffing levels ensured no young people had gone missing from the home and the home's zero tolerance towards bullying ensured that it was not an issue in the home.

Overall the Inspector found that young people live in a home that is safe and secure. The statutory requirements as detailed below limited the judgment in this area as there was not full compliance with some of the required standards.

- 4.5 The Leadership and Management of the Home are **GOOD**. The Inspector advised that the management team of the home are skilled, experienced and suitably qualified. They provide effective leadership for the staff team and ensure the home has a clear ethos and that all staff work to commonly understood objectives.

He found the majority of the staff team to be skilled and experienced with all staff either possessing a relevant qualification or working towards one. He advised the staff team demonstrated a commitment to meeting the complex and diverse needs of the young people staying at the home and found this was made possible by the good level of support and supervision provided by the management team as this allowed the staff team to encompass a good understanding of the needs of the young people accessing the service.

- 4.6 The full inspection report is attached as **Appendix 1**

5. STATUTORY REQUIREMENTS

- 5.1 Two statutory requirements were made during the inspection.
- 5.2 The first was to ensure visits by the registered provider take place at least once a month (Regulation 33).
- 5.3 The second was to ensure the Statement of Purpose for the home includes all the matters listed in Schedule 1, in particular that it clearly describes the types of placements currently provided by the home. (Regulation 4(1)).

This was made in relation to the fact the home is currently offering a full time residential placement to one young person on a long term basis and the Statement of Purpose did not reflect this. This matter had previously been raised with OFSTED and the home was awaiting clarification from OFSTED that the placement would be allowed.

5.4 The inspection made the following good practice recommendations:

- Ensure the home implements risk assessments that are up to date. (NMS 4.5)
- Ensure if any staff in the home resort to any measure of control or restraint this is carefully and clearly recorded with full details by the staff involved. (Volume 5 statutory guidance, paragraph 2.91)
- Ensure the home keeps a copy of the recruitment and vetting checks which have been carried out on staff. (NMS 6.3)
- Ensure that copies of reports completed in respect of any review of the matters set out in schedule 6 and of the quality of care provided in the home, are sent to OFSTED within 28 days of completion. It will be good practice for these reports to be completed at 6 monthly intervals. (Volume 5 statutory guidance paragraph 3.14)

6. ACTIONS ARISING FROM REPORT

- 6.1 The Statement of Purpose has been amended to reflect the fact that Exmoor Grove is currently offering a long term placement to one young person. The revised Statement of Purpose is attached as at Appendix 2 for consideration and approval of the portfolio holder.
- 6.2 The Regulation 33 inspections have been allocated to one officer to allow consistency and continuity.
- 6.3 The Restraint Log has been revised to ensure all the categories comply with current guidance.
- 6.4 The manager of the Home has contacted the Human Resources Department to gain copies of all relevant vetting checks for all staff.
- 6.5 The manager will complete and send review reports to OFSTED on a 6 monthly basis.

7. CONCLUSION

- 7.1 In conclusion the judgment of GOOD given by OFSTED represents a significant progression of the service in the past twelve's months as the threshold for judgments has been significantly raised since April 2012.

8. RECOMMENDATIONS

- 8.1 That the Portfolio Holder notes the outcome of the inspection of Exmoor Grove Short Break Unit undertaken in September 2012.
- 8.2 That the Portfolio Holder approves the revised Statement of Purpose which meets the required standards.

9. REASON FOR RECOMMENDATION

As Lead Member for Children's Services the Portfolio Holder must be informed of the outcome of inspections within children's services and approve all policy documents.

10. APPENDICES AVAILABLE ON REQUEST, IN THE MEMBERS LIBRARY AND ON-LINE

Appendix 1 Inspection Report
Appendix 2 Exmoor Grove Statement of Purpose 2012/13.

11. CONTACT OFFICER

Sylvia Lowe, Unit Manager, Exmoor Grove, Child and Adult Services

Statement of Purpose

February 2011



EXMOOR GROVE

PROVIDING SHORT BREAK CARE FOR CHILDREN WITH LEARNING DISABILITIES



Registered Manager:

Sylvia Lowe
16 Exmoor Grove
Hartlepool
TS26 0XE

Tel : 01429 232634

e-mail : sylvia.lowe@hartlepool.gov.uk

Responsible Person:

Sally Robinson
Assistant Director
Prevention, Safeguarding & Specialist Services
Hartlepool Borough Council
Level 4
Civic Centre
Hartlepool
TS24 8AY

Tel : 01429 266522

e-mail : sally.robinson@hartlepool.gov.uk

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INTRODUCTION

As service providers Hartlepool Borough Council is bound by the principle that the welfare and needs of the child are paramount. Services are therefore required to reflect this in terms of both provision and philosophy.

16 Exmoor Grove aims to provide support to children with disabilities and their families and carers. We will work in partnership with children and families to offer purposeful and pre-planned care in response to their individual and assessed needs. These can take the form of overnight stays, after school care, weekends and holiday breaks offering flexibility to families. Normally these stays will be on a regular, planned basis but additional stays may, on occasion be arranged to meet the unexpected needs of the families. This could include planned extended stays if required.

Currently Exmoor Grove is also providing a long term Residential placement for one young person.

PURPOSE

16 Exmoor Grove will provide planned, regular breaks for children and young people. The service will ensure that positive outcomes are achieved for all children and young people using the short break service. These outcomes are identified in "Every Child Matters" as:-

- Helping children to be healthy
- Ensuring children stay safe
- Encouraging children to make a positive contribution
- Supporting children in achieving economic wellbeing
- Ensuring children are given the opportunity to enjoy and achieve.

16 Exmoor Grove is provided by Hartlepool Borough Council as part of a range of resources to meet the needs of children and their families. 16 Exmoor Grove does not operate in isolation and great importance is attached to the need to work in partnership with the range of services and people involved with each individual child accessing the service.

We aim to provide a stimulating, creative and varied environment that promotes the child's development and maximizing their quality of life and opportunities. We also aim to meet the wide range of differing needs by providing short breaks as a positive and flexible service. Promoting self esteem, confidence and independence, enabling the young people to make informed choices about their lives, whilst helping maintain them within the family home.

The staff at 16 Exmoor will deliver services that value equality and diversity, individual care plans and care packages will be responsive to race, background, culture, ethnicity, gender, sexual orientation, daily needs and life experience

CRITERIA FOR USE OF THE SERVICE

The service is available to children and young people of either gender, aged from five years up to the child's eighteenth year. The criteria for accessing the service is as follows:-

- The child must have a learning disability
- The child must also have associated challenging behaviour categorised as mild to moderate.

The level of service provided will be dependent upon the needs of the individual child and family. Once a young person reaches the age of 18 years, they will transfer to adult services. However on occasion this may be extended beyond the child's 18th birthday to ensure a smooth transition to adult services.

We will liaise closely with health professionals to ensure that children who require medication are able to safely access our service.

ADMISSION TO THE SERVICE

Admission to the service follows an assessment of need by a social worker and a decision by the Resource and Placement Panel who will look closely at the assessed needs of the child and how best these needs can be met.

In an emergency situation Exmoor Grove can admit a child without panel approval, but the child must meet the criteria for the service and with the approval of the Head of Business Unit Resources and Specialist Services.

Exmoor Grove can provide overnight stays for seven children and young people at any one time. This number will not be exceeded under any circumstances.

INTRODUCTIONS TO THE SERVICE

Once it has been decided that a young person will access the service, an individual plan will be formulated with the family, the child and the social worker to introduce the child to the service and facilitate a consistent and smooth transition for the child and reassure parents and carers that the child is comfortable and confident within the unit. A 'Child Appreciation' day will be held, involving the family and all professional's involved in the life of a child/young person.

This plan will be individual to each child; it will begin with a visit to the service by the child with their parents/carers, at this visit a key worker will be arranged for the child. This will be followed by planned tea visits as many as it takes for the individual child to feel comfortable accessing the service. This will then be followed by longer day care sessions and eventually overnight stays if required.

Prior to the visits beginning the child's social worker will be expected to provide all appropriate documentation as set out in the National Minimum Standards this will include all information required for the child's placement plan and to ensure the care provided meets the child's assessed needs. Care will be taken to ensure that the needs of all children will be fully met, and that children will be 'matched' with others and appropriate staffing levels are in place. This is achieved by careful booking arrangements being in place.

After a three month period a review meeting is held to determine how well the introductory period has gone and whether the service is successfully meeting the identified needs of the child. Statutory Looked After Reviews are then held in accordance with legislative requirements. The outcomes following the review are recorded in the child's file and any changes to the placement plan are implemented by the registered person.

Once the young person is successfully introduced to the service their key worker will liaise on a minimum monthly basis with the parents/ carers to ensure the young person is fully supported during their time at Exmoor and any potential issues /problems are raised and dealt with as quickly as possible.

TRANSPORT

Monday – Friday during term time children attending Catcote Secondary school will be collected and returned by school transport.

Children attending Springwell Primary School will be collected and returned by staff from Exmoor Grove as per our agreement with the Local Authority. During weekends and school holidays children will need to be dropped off and collected by parents.

Exmoor Grove has use of its own twelve seater mini bus, for use by the children during their stay at Exmoor Grove.

LOCATION

Exmoor Grove is situated in a local residential area a short distance from the town centre. It is close to local amenities and there are bus stops nearby and a regular bus service to the town centre. The home is in a good position to access leisure centres, the cinema and local swimming pool.

ACCOMMODATION

Exmoor Grove is a purpose built bungalow which has a communal lounge, separate dining room, kitchen and laundry. A large playroom is available which is equipped with toys and games. In addition there is a computer room equipped with five personal computers.

There are seven bedrooms all single occupancy. Each bedroom is individually decorated in either a calm muted colour scheme or in a bright colourful one to suit the needs of individual children. Every effort will be made to allow children to choose which bedroom they would like to use and personalise it with their own bed linen and personal possessions.

There are two bathrooms, and an adapted shower room. Taps in all bathrooms are thermostatically controlled.

The property is equipped with a fire alarm system including emergency lighting.

There are two offices available for staff and a staff bathroom.

The bungalow has a large secluded garden which has recently been renovated to include a large sandpit with a climbing frame, a large bucket swing and a roundabout. The garden has security fencing to its perimeter.

FIRE PRECAUTIONS

The building is fitted with smoke detectors, fire doors, fire fighting equipment and a fire alarm system which are regularly checked and maintained. Exmoor staff are trained in Fire Safety on a minimum annual basis.

Weekly fire drills are carried out and recorded as is a monthly full evacuation of the building. Staff will vary the day and time of the evacuations to ensure as many individuals as possible are given the opportunity to experience an evacuation at differing times of day.

ENABLING CHILDREN TO MAKE A POSITIVE CONTRIBUTION

It is important that every opportunity is given to enable children to access appropriate community based leisure activities. Staff at Exmoor Grove will encourage and support children and young people to engage in positive behaviour, and take an active part in decision making to help develop self confidence and esteem. A wide range of activities are available to children accessing the service, these include bowling, swimming and visits to local cinemas, theatre's, parks, libraries and local youth facilities.

Exmoor Grove provides a range of In house activities including art, crafts, cooking and a variety of electronic games machines including a Nintendo Wii, a play station 2, a Nintendo DS and five personal computers. Children also have access to a range of DVDs and videos.

The views of young people are an essential part of the successful running of Exmoor Grove. There are weekly children's meetings to seek the views of children accessing the service. Key workers also regularly seek the views of the young people in their care on an informal day to day basis.

Exmoor Grove uses a variety of differing communication approaches dependent on the needs of the child to ensure that the child's views are sought.

ENSURING CHILDREN STAY SAFE

A copy of Hartlepool Borough Councils Safeguarding Children's Board Procedures is kept at Exmoor Grove and Exmoor Grove also has its own specific safeguarding procedures which have been approved by the local safeguarding board.

The registered manager ensures that all staff have read and understood the procedures and regular annual training is carried out by the Council to ensure staff are kept up to date.

Any allegations or suspicions of abuse by staff or by other children staying in the home are dealt with in accordance with the Hartlepool Borough Council Safeguarding Board procedures.

ENCOURAGING CHILDREN TO ENJOY AND ACHIEVE

Exmoor Grove aims for children and young people to attend and enjoy school. During term time children will be supported to continue with their education. Staff at Exmoor will assist children with any homework or after school activities they may be involved in.

The staff at Exmoor Grove have built strong positive links with both the local primary and secondary schools. Staff appreciate how important effective communication is and we regularly use home school books to communicate and or telephone conversations where appropriate.

HELPING CHILDREN TO BE HEALTHY

Staff at Exmoor Grove aim to promote a healthy lifestyle and there is a no smoking and alcohol policy in operation. Each young person is encouraged to undergo a regular medical examination in order too protect and promote good health.

For any child whom it is appropriate, a record of medication is maintained and parents are expected to sign in the required amount of medication prior to the child's stay. All medication must be brought in original packaging with the child's name dosage and directions clearly printed on the label.

Responsibility for administering medication is allocated on the monthly rota and it is the responsibility of the allocated person to nominate a second member of staff to assist in the dispensing of the medication and too counter sign records.

If a child becomes ill during their stay at Exmoor Grove, parents will be contacted and the child may be sent home.

Should medical assistance be required, families will be notified and if possible the family GP contacted however in the case of an emergency, help will be sought from The Accident and Emergency Department of Hartlepool General Hospital.

Staff at Exmoor Grove are fully aware of the importance of a healthy diet and physical exercise for the young people in their care and constantly strive to promote the importance of both to the young people. Examples of this are: - management and staff have recently introduced a simple traffic light system for meals to assist children to make more informed healthier choices. Staff have recently purchased a Wii Fit and Wii Bicycle to complement the Wii Sports package children already had access too as they know the importance of ensuring being healthy is fun for children. Staff have also purchased an Xbox 360 with connect and several keep fit games including Dance and Zumba. Children are actively encouraged to use this equipment and staff regularly give out certificates for fitness achievements.

MEALS AND DIETARY REQUIREMENTS

All food is prepared on the premises. A healthy, varied and nutritious diet will be provided. Each young person's preferences and dietary and cultural requirements are taken into consideration, with guidance from a dietician if needed.

Meal time is viewed as an important social event and every attempt will be made to encourage a relaxed and pleasant atmosphere.

Where a child has issues around food or meal times staff will work closely with family and other professionals to ensure minimum disruption to the child's routine.

SUPPORTING AND ENCOURAGING DIVERSITY

Staff at Exmoor Grove acknowledge, that children and young people using Exmoor Grove have different religious beliefs and values and may come from different cultural backgrounds. We will do our utmost at all times to ensure each individual child's values and beliefs are respected.

Exmoor Grove aims to support young people in maintaining their cultural background and to attend religious ceremonies as appropriate.

We operate an anti-discriminatory policy and derogatory remarks or attitudes based on race, gender, sexuality, age, ability, religion or cultural and ethnic background will not be accepted or tolerated. We firmly respect the right to individualism and the holding of personal values and beliefs.

SUPPORTING CHILDREN IN ACHIEVING ECONOMIC WELLBEING

All children and young people receiving short break care at Exmoor Grove will be encouraged to reach their full potential. Economic disadvantage will not prevent any child or young person being involved in any of the activities on offer.

Young people will be supported to develop skills in handling money and making choices and decisions in order to prepare them for the transition to adulthood.

BOUNDARIES

Staff at Exmoor Grove are aware of the importance of appropriate boundaries and consistency for children and young people. Staff use a team approach to ensure that children are clear what is expected of them and of the staff.

It is expected that everyone at Exmoor Grove, staff and young people, respect each other and be mindful of other people's needs and feelings. The staff team will work proactively to encourage this through the building up of positive relationships between staff and young people.

BEHAVIOUR MANAGEMENT

It is acknowledged that children with a disability can sometimes find verbal communication difficult; as a result difficult behaviour can become a form of communication. Every attempt will be made to resolve such difficult situations, and sanctions will only be imposed as a last resort.

These may include a restriction or a withdrawal of an activity or outing but would never include any form of corporal punishment or deprivation of food or drink. All sanctions will be appropriately and fully recorded.

All staff are trained in the use of P.R.I.C.E.

Protecting Rights In a Caring Environment is a nationally recognised training provider in how to safely and appropriately respond to challenging behaviour, delivering bespoke training and consultancy services to a wide range of social care and health organisations.

PRICE Training places a significant focus upon preventative strategies as well as the de-escalation and diffusion elements of supporting behaviour whilst recognising it is sometimes necessary to use Physical Intervention to hold a service user in order to protect their well being and the welfare of others.

Our training programmes are designed to offer staff a 'toolbox' of skills and strategies to better deal with the everyday occurring situations that can escalate and develop into conflict, without compromising the ultimate welfare and safety of the service user or staff member.

Since 1994, the company has trained several thousand frontline workers in over 200 organisations across a diverse range of sectors, from residential homes (children & adult), therapeutic communities, EBD schools, NHS Trusts, Secure Unit provision, to services for adults with learning disabilities and autism.

Physical restraint will be used only as a last resort when there is immediate danger to the child or another person or serious risk to property. If it is used it will follow the P.R.I.C.E. training techniques.

BULLYING

Living in a group can be difficult for children, particularly when the membership of that group may be different each time the young person stays. There may well be times when some young people attempt to bully others. Whether by physical, verbal or emotional means, the victim will always feel hurt and distressed. Exmoor Grove has high staffing levels which help ensure no child becomes the victim of bullying. We also have a clear policy on bullying:

- Any form of bullying is unacceptable
- We do not accept any excuses for bullying
- Its alright for victims to tell
- Everyone has to take responsibility for ensuring that bullying is discovered and dealt with
- Bullies need help in changing their behaviour

We will keep parents and social workers informed of bullying incidents and keep appropriate records.

UNAUTHORISED ABSENCES

The children receiving short breaks usually require a high level of staff support as such it is highly unlikely that any of the young people accessing Exmoor Grove would be able to leave the premises unnoticed. In the unlikely event that this did occur departmental procedures would be followed ensuring police and parents are notified immediately.

CONTACT FOR THE CHILDREN AND YOUNG PEOPLE

We promote contact with children and young people wherever possible. We provide practical means to maintain contact e.g. accessible telephone and private space. Parents and carers are welcome to visit the unit during their child's stay. We are committed to maintain regular communication with parents.

KEY WORKER SYSTEM

Exmoor Grove has a robust key worker system in place. Each child will be allocated a key worker during their initial visit. The key worker will meet the child and give them, their own 'About Me' booklet in order for the child to be given some information about the key worker before they enter the service.

The role of the key worker is to develop and maintain close links with the family, school and other professionals. The key worker is responsible for completing a monthly report following the five outcomes a copy of which is sent to the family and the child's social worker. The key worker is also responsible for undertaking a monthly meeting with parents/carers to ensure that the service we provide is meeting the needs of the young person and any issues are dealt with as they arise.

It is also the responsibility of the key worker to ensure implementation of a child care plan, attend Looked After Reviews for the child and submit written reports for those and other professional meetings.

LOOKED AFTER REVIEWS

All children receiving short breaks are accommodated under Section 20 of the Children Act 1989, which requires short break provision to be reviewed within the statutory review requirements. Exmoor will actively promote and support participation and consultation with the child and their parents or carers.

CARE PLANS

Each child and young person will have a Care Plan for Looked After Children, which will describe the purpose of the placement and the development plans for each child based on the individual needs of the child.

Each child will also have an About Me Plan this will inform all staff working with the child everything they will need to know to work effectively with the young person. Each plan will be regularly reviewed to acknowledge any changes with regards to the young person's needs.

INSPECTION PROCESS

16 Exmoor Grove is a registered children's home and is therefore subject to monitoring and inspection. Monthly Regulation 33 unannounced monitoring visits take place. In addition, officers from OFSTED will formally inspect 16 Exmoor Grove twice a year unannounced.

Parents, carers and children can contact OFSTED if they wish to make a comment at:

OFSTED
Piccadilly Gate
Store Street
Manchester
M1 2WD

Tel: 03001231231

E mail: enquires@ofsted.gov.uk

Children's Rights Director
Office of the Children's Rights Director
OFSTED
Aviation House
125 Kingsway
London

WC2B 6SE

COMPLAINTS AND COMMENTS

Children's Services welcomes discussion with parents and young people relating to service provision, as each have the right to comment on any aspect of the service they receive. Where appropriate an advocate maybe appointed.

The aim of the Children's Services policy is that complaints should be resolved within the service where possible and it is anticipated that issues would be first raised with the manager. If unresolved, the child or parent should contact the Complaints Officer at:

Child & Adult Services
Hartlepool Borough Council
Civic Centre
Hartlepool
TS24 8AY

Copies of the complaints procedure are available on first entering the service and are also available within the establishment.

It is acknowledged that many disabled children have difficulty in understanding their rights and making their views known. We are constantly seeking ways to better support and encourage children to more easily express their feelings and opinions.

STAFFING

Exmoor Grove is staffed according to the needs of the individual children accessing the service on any given day. In general there will be 3-4 Residential Social Care Officers on any day shift which can include either the deputy manager or a shift leader. However this will be increased depending on the needs of the children accessing the service on any given day. The manager works a shift system over a seven day period between the hours of 9am and 7pm to ensure regular contact with all children accessing the unit.

Exmoor has recently implemented an annualised rota system; this is to maximise the flexibility of the staff team to best meet the needs of the young people accessing the service.

Where it is not possible for Exmoor staff to cover required shifts, then Exmoor Grove will utilise its own team of dedicated Bank Staff. Of the staff on duty, at least 50% will be permanent members.

Exmoor is open Monday to Sunday. The shift pattern is 3pm until 9.15pm Monday to Friday and 9am until 9.15pm Saturday and Sunday. The extended shift pattern on a weekend was found to be beneficial to the young people accessing the service as it minimised the disruption caused by changing shift mid way through the day and it allows staff and young people the opportunity to access activities further afield than was possible when staff were required to finish at 3pm.

During holiday periods Exmoor will also be open seven days a week and will offer extended day care and additional overnight care as required and assessed by social workers.

During the night Exmoor has two dedicated waking night officers on shift from 9pm until 9.15am.

Exmoor Grove also employs one domestic working twenty two hours per week and one cook working twenty four hours per week.

STAFF DEVELOPMENT AND SUPERVISION

Staff members participate in a wide range of courses provided through Children's Services training section. This includes all training specifically required by the National Minimum Standards. NVQ Level 3 in Caring for Children and Young People is the recognised qualification for residential childcare workers.

The training, practice and overall development of each staff member is monitored through formal supervision by the management team, and a record is kept of each session with details logged in a bound numbered book which is signed by both parties and lists the date and length of the supervision.

Once a year every member of staff has their performance appraised in accordance with Hartlepool Borough Council policy by the manager or deputy manager. The appraisal includes current performance, targets for the coming year and agreed training objectives as part of a personal training plan.

STAFF MEETINGS

Staff meetings take place at least once a month. The purpose of the meetings is to discuss the young people using the service and the service provision.

There is also an opportunity to meet other professionals who can give valuable input in setting up strategies to meet the needs of children who have complex needs.

LINE MANAGEMENT RESPONSIBILITY

Jane Young
Head of Business Unit (Resources & Specialist Services)
Station Lane
Seaton Carew
Hartlepool
TS25 1DX

STAFFING CHART – 16 EXMOOR GROVE

Registered Manager

Sylvia Lowe

Deputy Manager

Christine Purvis

Residential Social Care Officers

Karen McMorris, Nora Dickson,
Jodie Scott, Helen Haycock, Steven
Morter, Katie Bage, Steve Morrell,
Samantha Todd, Maria Drummond.

Dedicated Waking Night Officer

Angela Young, Debbie Wray, Joanne
Morter, Lindsay Bage, Steve Foster

Domestic/Cook

Sally Craigs/Maureen Bage

STAFF PEN PICTURES

Sylvia Lowe, Manager – Qualifications: B A Hons History, DIPSW, DIPHE, NVQ 4 Management, PQ 1, B A Hons Specialist Award Children and Young People, Safeguarding Children, First Aid, PRICE Training, Fire Safety, Medication Training, Risk Assessment for managers, Bullying Awareness Training.

Experience: Sylvia has over seventeen years experience in working in a social care setting. She spent five years as a residential support worker in a home for adults with learning disabilities and challenging behaviour. She then moved to the TNEY Trust working for 2 years as a Community Support Worker before being promoted to Area Co ordinator, during her 3 years as Area Co ordinator Sylvia assisted in the setting up and management of a respite unit for two teenage boys with learning disabilities and significant challenging behaviour. Following this Sylvia moved to Hartlepool Borough Council where she worked as a Social Worker in a children and families team for two years before taking up her current position as Unit Manager of Exmoor Grove, a position she has held for seven years.

Christine Purvis, Deputy Manager – Qualifications: NVQ 4 Management, NVQ 4 Children and Young People, Child Protection for Managers, First Aid, Moving and Handling, PRICE Training, Fire Safety, Medication Training, Key worker Training, Bullying Awareness Training.

Christine has over twenty five years experience working in social care. She has worked in a variety of settings including elderly care, adults with learning disabilities, a supported living setting and five years in her current position as Deputy Manager of Exmoor Grove.

Karen McMorris, Residential Social Care Officer – Qualifications -Karen has an NVQ 3 in children and young people. An NVQ 4 in Social Care. Karen has completed all mandatory training including Child Protection, First Aid, Moving and Handling, PRICE Training, Basic Food Hygiene, Bullying Awareness, Medication Training.

Experience- Karen has over twenty years experience in residential child care in her current position as a Residential Social Care Officer at Exmoor Grove.

Nora Dickson, Residential Social Care Officer - Qualifications: NVQ 3 Children and Young People, Nora has completed all her mandatory training including:- Child Protection, First Aid, Moving and Handling, PRICE Training, Basic Food Hygiene, Bullying Awareness, Medication Training.

Experience: Nora has over twelve years experience in social care, Nora volunteered for four years within a children and families setting, she also worked in a council nursery before taking a post with teenagers in a residential setting. Nora has been in her current post as a Residential Social Care Officer at Exmoor Grove for 6 years.

Katie Bage, Residential Social Care Officer – Qualifications: NVQ 3 Health and Social Care, Child Protection, First Aid, Moving and Handling, PRICE Training, Fire Safety and Key Worker and Working with Parents training. As a new member of staff Katie will receive all mandatory training during her first six months of service.

Katie has spent two years as a member of Exmoor Grove's temporary Register working on a casual basis before successfully gaining a post in April 2011.

Joanne Morter, Dedicated Waking Night Officer - Qualifications: NVQ 3 Children and Young People and an NVQ 4 Social Care. Joanne has completed a range of mandatory training including:- Child Protection, First Aid, Moving and Handling, Basic Food Hygiene, Bullying Awareness, Medication Training.

Joanne has over ten years experience in care, she worked for the TNEY Trust as a Community Support Worker for over two years before joining Exmoor Grove as a Residential Social Care Officer

Steven Morter, Residential Social Care Officer – Qualifications: NVQ 3 Children and Young People. Steven has completed all his mandatory training including:- Safe Guarding Children, First Aid, Moving and Handling, PRICE Training, Basic Food Hygiene, Bullying Awareness, Medication Training.

Steven has over eight years experience in social care, he worked for the TNEY Trust for four years as a Community Support Worker and Residential Social Care Officer before joining Exmoor Grove as a Residential Social Care Officer a position he has held for four years.

Helen Laycock, Residential Social care Officer - Qualifications: NVQ3 Advanced Health and Social Care. NVQ3 Children and Young People. Helen has completed all of her required mandatory training including:- First Aid at work, Fire Safety, Safeguarding Children, Moving and Handling, Basic Food Hygiene, Bullying Awareness and Medication Training.

Helen has over seven years experience of working with children, she spent three years in paediatrics as a physiotherapist's assistant and five years at Exmoor Grove.

Jodie Belbin, Residential Social Care Officer – Qualifications: BTEC National Diploma in Biomedical Sciences, NVQ3 Children and Young People, NVQ 4 Health and Social Care Children and Young People.

Jodie has completed all of her required mandatory training including:- First Aid at work, Fire Safety, Safeguarding Children, Moving and Handling, Basic Food Hygiene, Bullying Awareness and Medication Training.

Jodie has over three and half years experience of working with children with disabilities at Exmoor grove.

Debbie Wray, Dedicated Waking Night Officer- Qualifications: BTEC Diploma in Childhood Studies NVQ3 Children and Young People, NVQ4 Care. Debbie has completed all of her required mandatory training including:- First Aid at Work, Fire Safety, Safeguarding Children, Moving and Handling, Basic Food Hygiene, Bullying Awareness, PRICE Training and Medication Training.

Debbie has over thirty years experience of working with children including working as a Nursery Nurse, working in Special Needs Schools and the Children's Society before joining Hartlepool Borough Council in 2002 as a Family Resource Worker.

Maria Drummond, Residential Social Care Officer- Qualifications: Early Childhood Studies Degree, AVCE Health and Social Care, PRICE Training, MIDAS Training, Fire Safety Training, Manual Handling Training, Key Worker and Working with Parents Training, Safe Guarding Children and Autism Awareness.

Maria has experience of working in an early years setting, primary schools both main stream and special needs and an out of school club where she provided support for a child with physical and learning disabilities. Maria joined Exmoor Grove in April 2011.

Samantha Todd, Residential Social Care Officer- Qualifications: G.N.V.Q Health and Social Care, Joint Hons Degree Children's Play and Play work Studies and Childhood Studies 2:1, Fire Safety, Manual Handling, PRICE Training, Key Worker and Working with Parents Training.

Samantha has experience of working with children 0- 18 in a variety of settings including nurseries, primary schools and after school clubs. Samantha joined Exmoor Grove in April 2011.

Lindsay Bage, Dedicated Waking Night Officer- Qualifications: NVQ level 2 and 3 in Social Care, Special Needs Assistant Certificate, A1 Assessors Award, Care of Medicines Foundation Module, PRICE Training, Fire Safety, Manual Handling, Key Worker and Working with Parents Training, Safeguarding Children, First Aid and Fire Safety.

Lindsay has experience of working in a day nursery with children aged between 0-5 years old, she has managed a children's play area and has supported disabled children in the community. Lindsay joined Exmoor Grove in April 2011.

Steve Morrell, Residential Social Care Officer- Qualifications: Youth and Community Certificate, Emergency First Aid, Deaf Awareness, Behaviour Management, Fire Safety, Manual handling, PRICE Training and Key Worker and Working with Parents Training.

Steve has a wealth of experience working with Children, he is a qualified Foster Carer and has fostered for many years both for the local authority and later a private agency. Steve has also worked as an escort for children with disabilities transporting them too and from school for several years. He has worked at Exmoor on the temporary register for two years before successfully gaining a post in April 2011.

Inspection report for children's home

Unique reference number	SC030967
Inspection date	18/09/2012
Inspector	Dennis Bradley
Type of inspection	Full
Provision subtype	Children's home

Date of last inspection	20/02/2012
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Service information

Brief description of the service

The home provides residential care for up to eight children and young people usually offering short breaks, but sometimes they can stay for a few weeks. Children and young people who use the home have a learning disability and associated challenging behaviour categorised as mild to moderate. The local authority owns and operates this setting.

The inspection judgements and what they mean

Outstanding: a service of exceptional quality that significantly exceeds minimum requirements

Good: a service of high quality that exceeds minimum requirements

Adequate: a service that only meets minimum requirements

Inadequate: a service that does not meet minimum requirements

Overall effectiveness

The overall effectiveness is judged to be **good**.

This home provides good, consistent and well-planned care resulting in good outcomes for young people. Young people make good progress in their placements. In particular they receive good support and encouragement to become more independent. Staff are also very good at making sure young people's achievements are celebrated. The young people are comfortable in their placements and this is made possible by the caring atmosphere created by staff. A parent said, 'It is such a happy place which my child enjoys going to'.

Staff actively seek, and take into account, young people's wishes and feelings about how they should be cared for. Young people benefit from planned and consistent interactions with staff who care about their welfare. Good staffing levels contribute to the personalised care and support that the young people receive. Young people feel safe and staff are clearly committed to using their knowledge and skills effectively to keep them safe.

The management team ensures the home is managed efficiently and effectively. They understand the home's strengths and areas for development. Professionals who work with the home said the services it provides are either excellent or good. A social worker said that the staff, 'go the extra mile' for the young people and their families.

Most of the shortfalls identified relate to weaknesses in record keeping. For example, staff do not always keep suitable records of incidents when they use physical

restraint on young people, and they do not keep all young people's risk assessments up to date. Other areas for development relate to the arrangements for monitoring and improving the quality of care provided in the home, and ensuring the home's Statement of Purpose is accurate.

Areas for improvement

Statutory Requirements

This section sets out the actions which must be taken so that the registered person/s meets the Care Standards Act 2000, Children's Homes Regulations 2001 and the National Minimum Standards. The registered person(s) must comply with the given timescales.

Reg.	Requirement	Due date
33 (2001)	ensure visits by the registered provider take place at least once a month. (Regulation 33(3))	28/11/2012
4 (2001)	ensure the Statement of Purpose for the home includes details of all the matters listed in Schedule 1, in particular that it clearly describes the types of placements currently provided by the home. (Regulation 4(1))	25/10/2012

Recommendations

To improve the quality and standards of care further the service should take account of the following recommendation(s):

- ensure the home implements risk assessments that are up to date (NMS 4.5)
- ensure if any staff in the home resort to any measure of control or restraint this is carefully and clearly recorded with full details by the staff involved (Volume 5, statutory guidance, paragraph 2.91)
- ensure the home has a suitable record of the recruitment and vetting checks which have been carried out on staff (NMS 6.3)
- ensure copies of reports completed in respect of any review of the matters set out in Schedule 6, and of the quality of care provided in the home, are sent to Ofsted within 28 days of completion. It will be good practice for these reports to be completed at six monthly intervals. (Volume 5, statutory guidance, paragraph 3.14.)

Outcomes for children and young people

Outcomes for children and young people are **good**.

The home has a collaborative approach to care planning and the young people and

their families are actively involved in this process. Effective planning during the admission process helps ensure young people receive consistency and continuity of care, provided by staff who are well informed about their individual needs, preferences and routines. Young people also benefit from being supported by key workers who maintain good links with their families, schools and health professionals. For example, key workers visit young people's families each month to review their care and progress. A parent said, 'I like the way I have monthly meetings with my child's keyworker in case we have any problems or issues'.

Young people are making good progress in developing their self-care skills and independence and this helps build their confidence and self-esteem. For example, they are all working towards meeting specific targets that staff have agreed with them and which are tailored to their individual needs and capabilities. Young people can also have their say about, for example, how they are cared for, and what they want to eat and do during their stay. Staff use a variety of methods to enable each young person to express their views and feelings. For example, menus are available in a pictorial format for young people who are unable to read. Staff ensure any specific dietary needs of the young people are identified and catered for during their stays at the home.

Good staffing levels help ensure young people receive personalised support to meet their needs. They are able to access a good range of stimulating activities and pursue their individual interests and hobbies with staff support.

Young people's health and welfare is actively promoted by a team of staff who have the knowledge, skills and resources to meet their individual and diverse needs. The management team ensures staff have good access to relevant training. For example, specialist nurses provide staff with training in working with young people with challenging behaviours and how to care for children with epilepsy. A social worker for one young person described how staff had used recent training on intensive interaction, 'to good effect' when caring for them.

Young people have very good attendance at school which is supported by the routines of the home and the regular communication between the home and young people's schools. For example the home provides transport for young people attending one of the local schools. This enables staff to have daily contact with the school about the young people's needs and progress.

Quality of care

The quality of the care is **good**.

Staff are good at developing positive relationships with the young people. They also ensure there is a warm, secure and caring environment within which young people are able to feel safe and relax.

Staff ensure the diverse needs of the young people are clearly recorded in their

individual short break care plans. Staff make sure they ask young people for their views and feelings about their day-to-day care. Young people's views are also sought about the running of the home. For example, regular young people's meetings are held where they have been asked for their views about matters such as the introduction of a reward system and plans for a summer fete. Young people have also been actively involved in the selection process for new staff.

There are clear procedures regarding how to make a complaint. It is good that the young people are able to access information about how to complain in different formats to meet their diverse communication needs. The home has received no complaints since the last inspection.

Staff work constructively with young people's parents and carers and they have regular contact by telephone, monthly key worker visits and, where appropriate, through the use of communication books for each young person. This helps to ensure continuity of care and appropriate outcomes for the young people. A social worker said that one of the good things about the home is that it has an 'open door policy' for all parents. Parents confirmed they can talk to staff about the care of their child as often as they wish, and that staff keep them informed about their progress.

Young people experience a good range of activities within the home and in its garden and outdoor play area. For example, there is a large play room equipped with a variety of games and toys, and a computer room equipped with five personal computers for the use of the young people. Staff are also good at supporting young people in accessing activities and facilities in the community, such as visits to local shops, museums and cinemas. This helps the young people to develop their social skills, self-confidence and self-esteem.

There are good arrangements for storing, administering and monitoring the young people's medication. For example, only staff who have had training in safety with medicines can administer medication to young people. Also, care staff are trained in emergency first aid should a young person need this. Parents confirmed that their child's health needs are met when they stay at the home. Staff are innovative in the ways they promote young people's health and well-being. For example, they use a traffic light system to help them understand which foods are healthy. This supports the young people to make informed choices about what they eat. All the professionals who completed a survey strongly agree that young people access appropriate health care.

Young people enjoy staying in a comfortable, spacious and pleasant environment. The home is a purpose built, large bungalow situated in a residential estate. There are good arrangements for ensuring the home is well maintained and it is furnished and decorated to a good standard.

Safeguarding children and young people

The service is **adequate** at keeping children and young people safe and feeling safe.

Young people said they feel safe living at the home and there are satisfactory arrangements in place to keep them safe. Staff try hard to protect and promote young people's welfare and they are clear about their roles and responsibilities in doing so. They take prompt and appropriate action when young people are at risk and ensure the home's safeguarding procedures and risk assessments are implemented. However, the risk assessment for one young person had not been updated to cover a potential risk that had recently been identified. Because of this, staff may not have all the information they need about how to meet the young person's needs and keep them safe.

There have been no occasions when a young person has gone missing from the home. Staff's vigilance and the good levels of supervision they provide young people help ensure this does not happen. Staff have a good understanding of the potentially harmful effect of bullying behaviour and there is a clear policy of zero tolerance of bullying. There are no recorded incidents of bullying having occurred.

Staff implement positive behaviour strategies to support young people to manage their emotions and anxieties. Young people are rewarded and praised for positive behaviour and staff try to enable them understand the impact of their behaviour on others. The home has introduced a scheme that provides incentives for young people to behave well and this has led to a reduction in the use of sanctions for negative behaviour. When staff do use sanctions these are relevant and appropriate. Staff said they only use physical restraint on young people as a last resort, and only after they have used the de-escalation techniques they have been trained to use. When they do use physical restraint on young people it is to keep them or others safe. However, one record of such an incident does not clearly demonstrate this. Also some records do not clearly describe the actual method of restraint used by staff. Consequently, it is not always clearly evident in the records that the use of physical restraint on young people was proportionate or in line with the home's own behaviour management policy.

The Council has clear and effective staff recruitment and selection procedures. These help make sure only suitable people are employed to care for the young people. However, the home does not maintain a sufficiently comprehensive record to demonstrate staff have undergone robust recruitment and vetting checks.

Young people live in a home that is safe and secure. For example, the home's fire procedures are implemented and there are good systems to identify and minimise any risks or hazards. Staff use each young person's individual risk management strategies effectively in order to safeguard them and promote their welfare.

Leadership and management

The leadership and management of the children's home are **good**.

In the main, the home's Statement of Purpose provides clear and accessible information about how it operates. However, the document does not accurately describe the types of placements currently provided by the home. Consequently this

information is not readily accessible to parents who may be considering using the service.

The management team ensures all staff working at the home consistently follows its policies and procedures and understands their roles and responsibilities. There is also a young people's guide to the home which tells them what the home is like and includes important information, such as how to complain or contact an independent advocate. The guide is available in formats appropriate to the communication needs of the young people who use the service. For example, there is an audio version for young people who cannot read so that they can access the information contained in the guide.

The manager of the home is skilled, experienced and appropriately qualified. The manager keeps up-to-date with developments in legislation and care practice and uses forums such as team meetings to share these with staff. They provide effective leadership for the staff team, enabling them to provide good outcomes for the young people. The manager ensures that the home has a clear ethos and staff work with commonly understood objectives. The manager took effective action to address the recommendation made following the previous inspection of the home. Where appropriate, transition plans have now been completed for young people and these should help them prepare for their transition into adulthood and adult services.

The manager has a system in place to regularly monitor the home's records to identify any concerns and to improve the quality of the care provided. However, they do not send a copy of the reports of these reviews to Ofsted within 28 days of completion. There is also an external quality monitoring programme that includes visits to the home to check the quality of care provided and the welfare of the young people staying there. However, on one occasion, this monitoring has not been carried out at least once a month as required by regulation. These shortfalls have minimal impact on young people's outcomes, however they do mean that monitoring is not consistently implemented.

The majority of staff are skilled and experienced and all either have a relevant qualification or are undertaking training to achieve one. Staff demonstrate a commitment to meeting the complex and diverse needs of the young people who stay at the home. They receive good support and supervision which enables them to have a good understanding of young people's needs and how to support them and keep them safe. Staff also have access to good training opportunities in caring for children and young people.

Staffing levels are good and enable staff to spend time meeting the individual needs of the young people. Regular staff meetings and good handover arrangements between shifts help ensure there is effective communication within the staff team. This helps staff to keep up to date with any changes to young people's needs or circumstances.

About this inspection

The purpose of this inspection is to assure children and young people, parents, the public, local authorities and government of the quality and standard of the service provided. The inspection was carried out under the Care Standards Act 2000 to assess the effectiveness of the service and to consider how well it complies with the relevant regulations and meets the national minimum standards.

The report details the main strengths, any areas for improvement, including any breaches of regulation, and any failure to meet national minimum standards. The judgements included in the report are made against the *Inspections of children's homes – framework for inspection* (March 2011) and the evaluation schedule for children's homes.

CHILDREN'S AND COMMUNITY SERVICES REPORT

4 December 2012



Report of: Assistant Director, Child and Adult Services

Subject: SAFEGUARDING CHILDREN IN HARTLEPOOL

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key Decision.

2. PURPOSE OF REPORT

- 2.1 To present information on the workload of children's social work teams in providing service to children in need in Hartlepool including those in need of protection and children looked after.

3. BACKGROUND

- 3.1 There is a clear expectation from Government that Elected Members are routinely and regularly informed of the workload of children's social care services. The Government requires that the information set out in this report is regularly presented to Members to ensure the Council is fulfilling its statutory responsibilities.
- 3.2 The report provides details of the activity in children's social care throughout the period from July to September 2012. Information provided in this report is taken from the Integrated Children's System (ICS), the electronic social care record.

4. REFERRALS AND ASSESSMENTS

- 4.1 During the second quarter of 2012 a total of 1326 contacts were received into the department and from that number 363 contacts progressed to referral equating to a 36.5% conversation rate. This compares with 265 contacts to referrals in the first quarter of 2012 signifying a significant increase in the number of assessments undertaken within the unit. The number of re-referrals to the service during the second quarter has also increased to 94 in comparison to 54 in the first quarter of the year. A recording system has been

set up with the Initial Response Team which makes the process of reviewing these cases more streamlined. We continue to monitor the situation with regards to re-referral rates and undertake regular 'snap shot' studies. Leading on from this it has been identified that a further 'deep dive' of re-referrals is required to better understand this area and this will involve the tracking of previous intervention to gain insight into the effectiveness of services. In addition the team manager is using the supervision process more robustly to address any practice issues with individual social workers.

- 4.2 In this quarter there were a total of 279 of the referrals coded to the Child in Need category of abuse or neglect compared with 253 in the second quarter of 2011. The remaining referrals were categorised as follows 28 referrals due to the family being in acute stress, 41 were received due to family dysfunction, 7 referrals due to a child with a disability and 6 referrals received due to parental illness.
- 4.3 During the second quarter, a total of 327 Initial Assessments were completed; with 278 completed within the timescale of 10 working days. This compares with 212 Initial Assessments completed within the first quarter of 2012.
- 4.4 In the second quarter of 2012 there were 62 Core Assessments completed with 43 completed within timescales. We have experienced a drop in the number of core assessments that we completed this quarter in comparison to the previous quarter.
- 4.5 We have seen a 40.5% increase in the number of Section 47 enquiries undertaken in the second quarter of 2012 compared to the first quarter of 2012. A Section 47 enquiry is initiated when there are reasonable grounds to suspect a child is suffering or likely to suffer significant harm. The enquiry will involve an assessment of the child's needs and the ability of those caring for the child to meet his or her needs. The purpose of this investigation is to decide whether Children's Services should take any action to safeguard or promote the child's welfare.
- 4.6 There were no unallocated cases in the service during the period. Once a referral is received by the Initial Response Team, it is always allocated promptly within 24 to 48 hours. Similarly when a child is assessed as requiring services and is transferred to the Safeguarding, Assessment and Support Teams, a social worker is identified and the case is allocated without delay. Prompt allocation of cases is an important test of the effectiveness of local safeguarding arrangements.

5. CHILD PROTECTION

- 5.1 The total number of children who became subject to a protection plan throughout the first quarter of 2012 was 34 in comparison to 25 in the first quarter of the year. 4 children who became subject to child protection plans were also looked after. Further exploration is required into the circumstances surrounding this as the general rule is that the child's needs should be captured in one plan.

- 5.2 At 30 September 2012 there was 101 children subject to a Protection Plan within Hartlepool with Neglect being the highest category accounting for 82 children. The risk of physical abuse accounted for 11 children, whilst emotional abuse accounted for 7 children and the remaining child was subject to a plan due to risk of sexual abuse.
- 5.3 The average number of children who became subject to a protection plan for a second or subsequent time during this quarter is 26%. The percentage of children becoming subject to a child protection plan for a second or subsequent time together with the length of time the child has been subject to a plan is an important indicator of the effectiveness of previous interventions. It is noteworthy when interpreting the data that Hartlepool is the second smallest local authority in the country and when measuring performance the variations can significantly impact on the data.

6. LOOKED AFTER CHILDREN

- 6.1 There were 188 looked after children within Hartlepool at 30 September 2012 compared to 192 in the same quarter in 2011. The Edge of Care Team came into being in June 2012 and it is currently working very well with a small number of young people at risk of coming into care. The notion of the Edge of Care Service has its foundation in the increasing number of young people coming into care, the pressures on the budget and localised data about the need to change service delivery to improve outcomes for children and young people. A Matching Needs and Services analysis (May 2011) that was undertaken in Hartlepool highlighted that nearly 47% of children and young people who have been accommodated by the local authority returned home within 6 months. Therefore the aim of the service is address this and provide a targeted response to a cohort of children and young people who may not necessarily come into care if a more intensive package of support was in place for them and their family.
- 6.2 Of the children looked after, 166 are placed in foster care, with the remaining number in residential care or school, placed with parents or another person with parental responsibility, placed for adoption or living independently. In terms of placement stability, there are 5 children who experienced 3 or more placement moves within the past 12 months. Placement stability is a critical measurement of the quality of looked after services as stability in placement supports education, health and well being and improved long term outcomes for children.
- 6.3 At 30 September 2012 46.0% of the children looked after were subject to a Legal Order, for example an Interim or Full Care Order. In addition there are currently 15 children subject to a Placement Order in preparation for adoption. The remaining 54% children were accommodated under Section 20 of the Children Act 1989 at the request of/with the agreement of their parents. Thirteen children received family support via short break care where they receive care as part of a plan; this support is usually provided to disabled children who receive short break care at Exmoor Grove.

- 6.4 We are currently experiencing major reforms in the Family Court following a Review of the Family Justice System (November 2011). The review made a number of recommendations but in essence the overall aim is to simplify the family court system by streamline processes and tackling delay. Prior to the publication of the report the average time for the conclusion of care and supervision cases was around 55 weeks. However, the ambitious reforms have resulted in recommendations being made that care cases should conclude within six months. The Courts on Teesside have already moved ahead with these recommendations, which will be embodied in statute over the course of the next few years. Within Hartlepool practice is being adapted to meet these demands and the service has recently seen a care case involving a very small baby conclude within 22 weeks.
- 6.5 There are currently 16 public law proceedings and 2 imminent applications. Three cases have concluded through the last quarter.

7. CHILDREN IN NEED

- 7.1 The service is working with 960 and this compares with the figure of 924 in September 2011 demonstrating a clear increase in the number of children receiving services.

8. WORKFORCE/WORKLOAD

- 8.1 The service currently employs 44 qualified social workers who provide direct services to children and their families. There is currently one social work posts covered by an agency worker.
- 8.2 All children receiving services are allocated to a qualified social worker. Three quarters of the social workers in the service are experienced having worked two or more years since qualifying. The demand for services continues to increase and as a consequence social worker's caseloads have risen. Notwithstanding this does fluctuate between workers dependent upon their experience and the complexity of the issues within the case. Despite increasing case loads we continue to strive to maintain the protection of the newly qualified social worker case load and ensure that this support is accompanied by an appropriate level of management oversight.
- 8.3 As already discussed we have seen an increase in the number of children receiving services. Further it is anticipated that the pending welfare reforms together with the changes to the family justice system, in respect of the withdrawal of public funding in private law matters, will result in an even greater demand for services. It is essential that within Hartlepool we are able to appropriately respond to the increasing demand for services and also ensure that practice remains safe.
- 8.4 In order to properly assess the ability of the service to meet the increasing demands on the services within the Safeguarding, Assessment and Support unit a review of the Initial Response Team and its functions has been

undertaken. The work has highlighted some risk factors that need to be should addressed if the service is to effectively deal with practice and the safeguarding of children and young people. It is essential that robust gate keeping and quality assurance processes are in place but this can be extremely difficult against a backdrop of increasing workloads and the challenges of crisis intervention work. The Corporate Management Team has agreed a proposal to create an additional team manager post within the Initial Response Team and an additional social work post. This will provide us with the appropriate capacity to meet the demands of the increasing work load pressures.

- 8.5 Currently there is one member of staff on long term sickness following a planned procedure. It is anticipated that she will not be back until after the New Year. We also have a member of staff that will be going off on maternity leave within the next three weeks. Consecutive periods of short term absence are identified by Human Resources and managed by the team manager in accordance with the Council's Attendance Management Policy.

9. COMMENTS, COMPLAINTS AND COMPLIMENTS

- 9.1 Four complaints were received during the period of 1st July to 30th September. Two complaints were resolved at Stage 1 (informal) of the Complaints Procedure and two complaints are ongoing at Stage 1. Of the three complaints ongoing from the last quarter remains ongoing at Stage 2. There were three compliments received during this reporting period.

10. RECOMMENDATIONS

- 10.1 That the Portfolio Holder notes the contents of this report of activity within children's social care.

11. REASONS FOR RECOMMENDATIONS

- 11.1 It is part of the Lead Member's leadership role to ensure the effective discharge of the Authority's statutory children's services functions. As the Lead Member for Children's and Community Services, the Portfolio Holder has a responsibility to ensure there is a clear focus on safeguarding and that co-ordinated action is in place to safeguard vulnerable children.

12. CONTACT OFFICER

Wendy Rudd, Head of the Safeguarding, Assessment and Support Unit
Child and Adult Services, Hartlepool Borough Council, Tel: 01429 523957,
Email: wendy.rudd@hartlepool.gov.uk