

# CHILDREN'S SERVICES COMMITTEE AGENDA



**Tuesday 16<sup>th</sup> June 2015**

**at 4.00 pm**

**in the Council Chamber,  
Civic Centre, Hartlepool**

MEMBERS: CHILDREN'S SERVICES COMMITTEE

Councillors Fleet, Griffin, Hall, Lauderdale, Lawton, Loynes and Simmons

**1. APOLOGIES FOR ABSENCE**

**2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**

**3. MINUTES**

- 3.1 Minutes of the meeting held on 17<sup>th</sup> March 2015 (*previously circulated and published*).

**4. BUDGET AND POLICY FRAMEWORK ITEMS**

- 4.1 Youth Justice Strategic Plan – *Director of Child and Adult Services*

**5. KEY DECISIONS**

No items

**6. OTHER ITEMS REQUIRING DECISION**

- 6.1 Annual Review of the Children Looked After Strategy 2014/17 – *Director of Child and Adult Services*  
6.2 Childcare Sufficiency Assessment 2014-2015 – *Director of Child and Adult Services*  
6.3 Hartlepool Engineering Masterclasses – *Director of Child and Adult Services*  
6.4 Reconstitution of School Governing Bodies of Maintained Schools – *Director of Child and Adult Services*



**7. ITEMS FOR INFORMATION**

- 7.1 Commissioning of Activities Service and Mentoring Service for Children and Young People – *Director of Child and Adult Services*
- 7.2 Grant Givers Annual Report – *Director of Child and Adult Services*

**8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT**

FOR INFORMATION: -

Date of next meeting – Tuesday 14<sup>th</sup> July 2015 at 4.00pm in the Civic Centre, Hartlepool.



# CHILDREN'S SERVICES COMMITTEE

16 June 2015



**Report of:** Director of Child and Adult Services

**Subject:** YOUTH JUSTICE STRATEGIC PLAN 2015-2016

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 Budget and Policy Framework.

## 2. PURPOSE OF REPORT

2.1 The purpose of this report is to present the Children's Services Committee with the Youth Justice Strategic Plan for 2015-2016 (**Appendix 1**) and seek final comments from the Committee prior to the Plan being submitted to the Finance and Policy Committee and Full Council.

## 3. BACKGROUND

3.1 The national Youth Justice System primarily exists to ensure that children and young people between the age of 10 and 17 do not engage in offending or re-offending behaviour and to ensure that where a young person is arrested and charged with a criminal offence, they are dealt with differently to adult offenders to reflect their particular welfare needs as children.

3.2 Local Youth Offending Services were established under the Crime and Disorder Act 1998 to develop, deliver, commission and coordinate the provision of youth justice services within each Local Authority.

3.3 Hartlepool Youth Offending Service was established in April 2000 and is responsible for youth justice services locally. It is a multi-agency service and is made up of representatives from the Council's Children's Services, Police, Probation, Health, Education, Community Safety and the voluntary/community sector.

3.4 The primary functions of Youth Offending Services are detailed in the Plan at page 5 (see **Appendix 1**). The primary objectives of Youth Offending Services are to prevent offending and re-offending by children and young people and reduce the use of custody.

- 3.5 There is a statutory requirement for all Youth Offending Services to annually prepare, as part of the local business planning cycle, a local Youth Justice Plan for submission to the national Youth Justice Board.
- 3.6 The annual Youth Justice Plan provides an overview of how the Youth Offending Service, the Youth Offending Service Strategic Management Board and wider partnership will ensure that the service has sufficient resources and infrastructure to deliver youth justice services in its area in line with the requirements of the *National Standards for Youth Justice Services* to:
- promote performance improvement
  - shape youth justice system improvement
  - improve outcomes for young people, victims and the broader community

#### 4. PLANNING AND CONSULTATION

- 4.1 The planning framework to support the development of the 2015-2016 Youth Justice Strategic Plan has drawn upon the appraisal of the Youth Justice Boards Regional Partnership Manager, the local Youth Offending Service Strategic Management Board alongside the views and opinions of service users, staff and key partners.
- 4.2 Alongside the above, the development of the plan has incorporated recommendations from the Safer Hartlepool Partnership and the Audit and Governance Committee and acknowledges the role of the Youth Offending Service in taking forward the priorities of the Cleveland Police and Crime Commissioner.
- 4.3 A review of progress made against last year's plan highlights that the service has made progress across the majority of the year's priorities; but there remains key areas for improvement that will need to be driven forward in the coming year (see page 8 **Appendix 1**).

##### **Youth Crime**

- 4.4 The local youth justice partnership has been particularly effective in reducing the numbers of young people entering the youth justice system for the first time; but there remains a need to drive down incidents of re-offending by young people who have previously offended through a combination of robust interventions designed to reduce risk, restore relationships and promote whole family engagement.
- 4.5 Whilst crime rates in Hartlepool have fallen, the likelihood of being a victim of crime still remains a reality, especially in our most vulnerable and

disadvantaged communities and there remains a need to continue to invest in the delivery of restorative approaches to give victims of crime a voice, choice, control and satisfaction in the criminal justice system.

### **Meeting National Standards**

4.6 Self audit activity (verified by the national Youth Justice Board) in 2014-2015 indicates that Hartlepool YOS is meeting national standards relating to:

- Assessment for interventions and reports
- Planning and delivering interventions in custody and resettlement into the community (including Civil Detention Orders).

And is meeting national standards with recommendations for improvements identified relating to:

- Planning and delivering interventions in the community

### **Service User Feedback**

4.7 During 2014-2015 nineteen young people who were subject to statutory court orders participated in an eSurvey questionnaire to determine what they thought about the services they had received from Hartlepool Youth Offending Service and whether they had been effective in terms of reducing their likelihood of re-offending and securing the help that they may have needed.

4.8 In the main the service users were positive about the services they had received from the Youth Offending Service with 53% of respondents reporting that they thought the service provided was very good and a further 42% reporting that it was good most of the time.

4.9 Alongside this 79% of respondents reported that they are a lot less likely to offend as a result of the work they have undertaken with the Youth Offending Service.

4.10 Beyond this the survey has identified areas for further exploration and potential improvement relating to how the service can improve the way it responds to children with learning difficulties or have difficulties explaining themselves.

### **Risks to Service Delivery and Performance**

4.11 Planning has identified that the key risks that have the capacity to have an adverse impact on the Youth Offending Service in the coming twelve months and potentially beyond are:

- The unpredictability associated with **secure remand episodes** and secure remand length has the potential to place significant financial pressure on the YOS and broader Local Authority
- The introduction of new powers and civil injunctions to respond to and tackle anti-social behaviour in the community within the **Anti-social Behaviour, Crime and Policing Bill**
- The introduction of a new national Youth Justice Assessment tool (**ASSETPlus**) has the potential to significantly disrupt service delivery

4.12 The plan identifies Control Measures to enable these risks to be managed to limit any potential adverse impact on service delivery and resources.

### Resources

4.13 Funding from the national Youth Justice Board for 2015-2016 Good Practice Grant has reduced by 7.6%, Restorative Development by over 81% and Unpaid Work Order Grant funding by 6%. Alongside this funding from partner organisations has now ceased and the Police and Crime Commissioners contribution has reduced by 22.5%. As a consequence the overall budget for the Youth Offending Service will be 5.7% less than 2014-2015 which will be managed in year through the use of reserves whilst options to bring service delivery in line with the reduced overall budget are considered in preparation for 2016-2017.

## 5. PRIORITIES FOR 2015-2016

5.1 Based upon the findings from the Strategic Assessment, it is proposed that the Youth Offending Service and broader youth justice Partnership focuses on the following key strategic objectives during 2015 - 16:

- **Early Intervention and Prevention** sustain the reduction of first time entrants to the youth justice system by ensuring that there remain strategies and services in place locally to prevent children and young people from becoming involved in crime and anti-social behaviour
- **Re-offending** Reducing further offending by young people who have committed crime with a particular emphasis on the development of activities to address the offending behaviour of young women
- **Remand and Custody** – Demonstrate that there are robust alternatives in place to support reductions in the use of remands to custody whilst awaiting trial/sentencing
- **Risk and Vulnerability** – ensure all children and young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk and vulnerability to inform effective intervention and risk management

- **Restorative Justice** – ensure all victims of youth crime have the opportunity to participate in restorative justice approaches and restorative justice is central to work undertaken with young people who offend
- **Maintain Standards** – Ensure that work is undertaken to a high standard and improvement activities are identified through undertaking a self inspection and reviewing service user feedback
- **Think Family** – Embedding a whole family approach and improving our understanding of the difficulties faced by all members of the family and how this can contribute to anti-social and offending behaviour
- **Effective Governance** – Ensuring the Youth Offending Strategic Management Board continues to be a well constituted, committed and knowledgeable Board which scrutinises Youth Offending Service performance

5.2 The local Youth Justice Strategic Plan for 2014 – 2015 will establish responsibility across the Youth Offending Service and the Youth Offending Strategic Board for taking each improvement activity forward within agreed timescales.

## 6. RECOMMENDATIONS

6.1 The Children's Services Committee is requested to note the progress made against the local Youth Justice Plan (2014-2015) and provide final comments on the 2015-2016 plan prior to the plan being submitted to the Finance and Policy and Committee and Full Council.

## 7. REASONS FOR RECOMMENDATIONS

7.1 The development of the Youth Justice plan for 2015-2016 and the comments of the Children's Services Committee will provide the Youth Offending Service with a clear steer to bring about further reductions in youth offending and contribute to improving outcomes for children, young people and their families alongside the broader community.

7.2 The local Youth Justice Strategic Plan for 2015–2016 will establish responsibility across the Youth Offending Service and the Youth Offending Strategic Board for taking each improvement activity forward within agreed timescales.

## **8. BACKGROUND PAPERS**

- 8.1 The following background papers were used in the preparation of this report:

The Youth Justice Boards: Youth Justice Performance Improvement Framework (Guidance for Youth Justice Board English Regions available at: <http://www.justice.gov.uk>)

## **9. CONTACT OFFICER**

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**Hartlepool Youth Justice Strategic Plan**  
**2015 - 2016**  
**(2nd Draft)**

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## 1 FOREWORD

Welcome to the 2015 - 2016 Hartlepool Youth Justice Strategic Plan. This plan sets out our ambitions and priorities for Hartlepool Youth Offending Service and the broader local Youth Justice Partnership for the coming year.

Hartlepool's Community Strategy 2008-20 establishes a vision for the town:

"Hartlepool will be an ambitious, healthy, respectful, inclusive, thriving and outward looking community, in an attractive and safe environment, where everyone is able to realise their potential".

The Youth Offending Service and broader partnership has a key role in contributing to this vision by building upon our historical delivery of high quality, effective and safe youth justice services that prevent crime and the fear of crime, whilst ensuring that young people who do offend are identified, managed and supported appropriately and without delay.

In recent years Hartlepool has witnessed a significant reduction in youth crime. The local youth justice partnership has been particularly effective in reducing the numbers of young people entering the youth justice system for the first time; but there remains a need to drive down incidents of re-offending by young people who have previously offended through a combination of robust interventions designed to reduce risk, restore relationships and promote whole family engagement.

This plan builds upon our progress to date whilst acknowledging that the enduring economic climate, welfare reform and the introduction of new legislation and reforms relating to how we respond to children, young people, families and communities will inevitably present new challenges in the coming year.

#### 4.1 Appendix 1

Despite these challenges I am confident that Hartlepool Youth Offending Service and the broader Youth Justice Partnership will continue to help make Hartlepool a safer place to live, work, learn and play.

As always, the Strategic Management Board is extremely grateful for the skill and dedication of our employees in supporting young people who offend or are at risk of becoming involved in offending in Hartlepool.

On behalf of the Youth Offending Service Strategic Management Board I am pleased to endorse the Youth Justice Strategic Plan for 2015 -2016.

Signature

A handwritten signature in black ink, appearing to read 'L Beeston', written in a cursive style.

Lynn Beeston Youth Offending Service Strategic Management Board Chair

## 2 INTRODUCTION

The National Youth Justice System primarily exists to ensure that children and young people between the age of 10 and 17 who are arrested and charged with a criminal offence are dealt with differently to adult offenders to reflect their particular welfare needs.

In summary, children and young people who offend are:

- dealt with by youth courts
- given different sentences in comparison to adults
- and when necessary, detained in special secure centre's for young people as opposed to adult prisons.

It is the responsibility of the Local Authority and statutory partners to secure and coordinate local youth justice services for all of those young people in the Local Authority area who come into contact with the Youth Justice System as a result of their offending behaviour through the establishment and funding of **Youth Offending Services**.

The primary functions of Youth Offending Services are to prevent offending and re-offending by children and young people and reduce the use of custody.

Hartlepool Youth Offending Service was established in April 2000 and is responsible for the delivery of youth justice services locally. It is a multi-agency service and is made up of representatives from the Council's Children's Services, Police, Probation, Health, Education, Community Safety and the local voluntary/community sector and seeks to ensure that:

- all children and young people entering the youth justice system benefit from a structured needs assessment to identify risk and protective factors associated with offending behaviour to inform effective intervention.

## 4.1 Appendix 1

- Courts and youth offender panels are provided with high quality reports that enable sentencers to make informed decisions regarding sentencing.
- Court orders are managed in such a way that they support the primary aim of the youth justice system, which is to prevent offending, and that they have regard to the welfare of the child or young person.
- services provided to courts are of a high quality and that magistrates and the judiciary have confidence in the supervision of children and young people who are subject to orders.
- comprehensive bail and remand management services are in place locally for children and young person's remanded or committed on bail while awaiting trial or sentence.
- the needs and risks of young people sentenced to custodial orders (including long-term custodial orders) are addressed effectively to enable effective resettlement and management of risk.
- those receiving youth justice services are treated fairly regardless of race, language, gender, religion, sexual orientation, disability or any other factor, and actions are put in place to address unfairness where it is identified

Beyond the above, the remit of the service has widened significantly in recent years due to both national and local developments relating to prevention, diversion and restorative justice and there is a now requirement to ensure that:

- strategies and services are in place locally to prevent children and young people from becoming involved in crime or anti-social behaviour.

- assistance is provided to the Police when determining whether Cautions should be given.
- out-of-court disposals deliver targeted interventions for those at risk of further offending.
- restorative justice approaches are used, where appropriate, with victims of crime and that restorative justice is central to work undertaken with young people who offend.

The Hartlepool Youth Justice Plan for 2015-2016 seeks to establish how youth justice services will be delivered, funded and governed in response to both local need and the changing landscape and how the Hartlepool Youth Offending Service will work in partnership to prevent offending and re-offending by Children & Young People and reduce the use of custody.

### 3 2014-2015 PERFORMANCE

A review of progress made against last year's plan highlights that the service has made progress across the majority of the year's priorities; but there remains key areas for improvement that will need to be driven forward in the coming year:

2014-2015 Priority	Comments
<b>Early Intervention and Prevention</b> – sustain the reduction of first time entrants to the youth justice system by ensuring that their remain strategies and services in place locally to prevent children and young people from becoming involved in crime and anti-social behaviour	<p>(Green) The number of first time entrants into the Youth Justice System reduced from 52 in 2013 -2014 to 38 in 2014 - 2015 which represents further significant progress.</p> <p>Partnership arrangements with Cleveland Police remain effective in relation to the diversion of young people from the Youth Justice System through the delivery of pre-court disposals.</p>
<b>Re-offending</b> - reduce further offending by young people who have committed crime	<p>(Amber) The way this performance indicator is measured has been changed nationally which has made direct comparisons with historical performance difficult.</p> <p>Data suggests that the number of young people going on to re-offend is reducing quarter by quarter but that the rate of re-offending in terms of the number of offences per re-offender has increased.</p>
<b>Remand and Custody</b> – demonstrate that there are robust and comprehensive alternatives in place to support reductions in the use of remands and custody.	<p>(Amber) The number of remand episodes has decreased from 10 in 2013-2014 to 5 in 2014-2015.</p> <p>The number of custodial sentences has increased from 1 in 2013-2014 to 4 in 2014-2015.</p> <p>The number of breaches of Bail conditions and community based orders has decreased from 70 in 2013-2014 to 45 in 2014-2015.</p>

<p><b>Restorative Justice</b> – ensure all victims of youth crime have the opportunity to participate in restorative justice approaches and restorative justice is central to work undertaken with young people who offend.</p>	<p>(Amber) All victims of youth crime continue to be provided with the opportunity to participate in restorative justice approaches and restorative justice remains central to work undertaken with young people who offend.</p> <p>63% of contactable victims in 2014-2015 chose to engage in a restorative process in comparison to 76% in 2013-2014.</p> <p>The numbers of victims opting to participate in direct restorative processes is low and will need to be explored further in the coming year.</p>
<p><b>Risk and Vulnerability</b> – ensure all children and young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk and vulnerability to inform effective intervention and risk management.</p>	<p>(Green) Risk and vulnerability arrangements continue to benefit from regular audit activity to ensure that all young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk and vulnerability to inform effective intervention and risk management.</p>
<p><b>Think Family</b> – embed a whole family approach to better understand the true impact of families in our communities and improve our understanding of the difficulties faced by all members of the family and how this can contribute to anti-social and offending behaviour.</p>	<p>Whilst significant progress has been made in relation to this priority, systems and practice are not yet embedded and the service will need to ensure that it remains fully involved in local 'Troubled Families' developments in the coming year as services are reorganised.</p>
<p><b>Maintain Standards</b> – work undertaken by the YOS remains effective and achieves individual, team, service, community and national aims and objectives.</p>	<p>(Green) Self audit (verified by the national Youth Justice Board) in 2013-2014 indicates that Hartlepool YOS is meeting national standards relating to:</p> <ul style="list-style-type: none"> <li>• Assessment for interventions and reports</li> <li>• Planning and delivering interventions in custody and resettlement into the community (including Civil Detention Orders).</li> </ul>

	<p>And is meeting national standards with recommendations for improvements identified relating to:</p> <ul style="list-style-type: none"> <li>• Planning and delivering interventions in the community</li> </ul>
<p><b>Effective Governance</b> – ensure that the Youth Offending Strategic Management Board remains a well constituted, committed and knowledgeable Board which scrutinises Youth Offending Service performance.</p>	<p>(Green) The Youth Offending Strategic Management Board continues to be a well constituted, committed and knowledgeable Board which scrutinises Youth Offending Service performance.</p> <p>It is prudent that the board's membership is reviewed to reflect the reorganisation activities that have and are taking place internally and across partner organisations.</p>

## 4 STRATEGIC NEEDS ANALYSIS

Most young people in Hartlepool make the transition to adulthood successfully through a combination of supportive families, good schools, colleges and training providers and access to opportunities for personal and social development outside the classroom along with the vision and belief that they can succeed.

Whilst many young people make mistakes along the way and do things they should not do, or wish they had not done, most are able to get back on track quickly with little harm done.

But whilst many young people in Hartlepool are thriving, evidence is clear that it is young people from deprived and disadvantaged backgrounds and communities who lack many of the protective factors above, who are disproportionately at greater risk of involvement in anti-social and offending behaviour and poorer outcomes generally.

Despite significant regeneration over the past twenty years the Index of Multiple Deprivation (2010) indicates that Hartlepool is ranked as the 24<sup>th</sup> most deprived out of England's 354 Local Authority districts. Deprivation covers a broad range of potentially life limiting issues and refers to unmet needs caused by the interplay of a number of local factors that impact upon families living conditions such as:

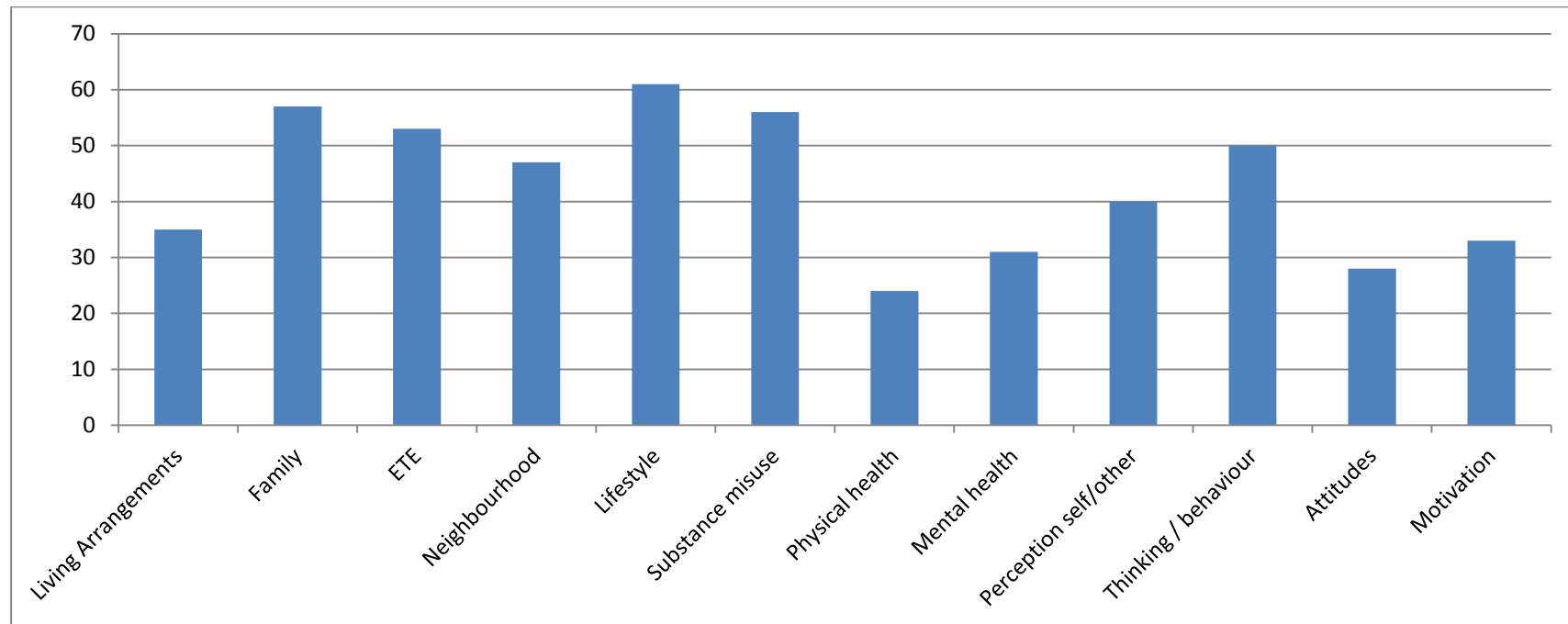
- low Income;
- exclusion from the labour market;
- impairment of quality of life by poor physical and mental health and disability;
- educational underachievement, barriers to progression and a shortage of skills and qualifications amongst adults;

- barriers to accessing key local services and affordable housing;
- low quality of individuals' immediate surroundings both within and outside the home; and
- a prevalence of violent crime, burglary, theft and criminal damage in an area

Local analysis of need and outcomes highlights that, whilst there are families who are more resilient to deprivation, the interplay of the above factors clearly places families who are contending with deprivation at a disadvantage. This can significantly limit the opportunities and outcomes for their children which, in time, will tend to perpetuate a cycle of deprivation and disadvantage due to diminished life chances.

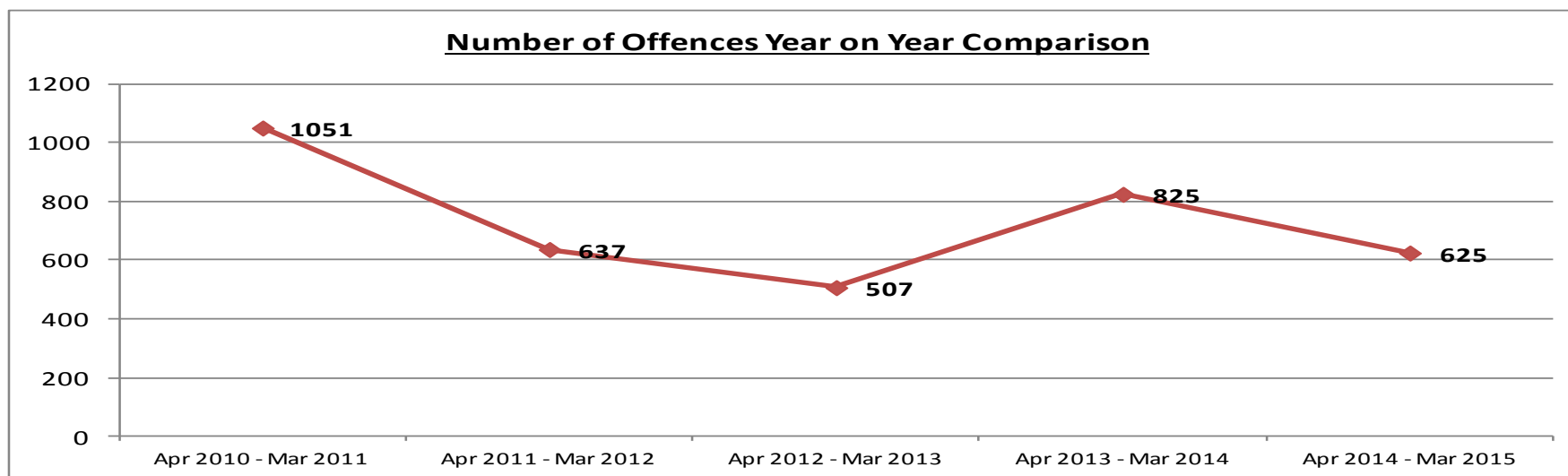
A more detailed analysis of the broader circumstances/factors of families whose children are experiencing difficulties indicates that parenting, parental substance misuse and/or mental health, housing and home conditions, employment issues and domestic violence are often the main factors linked to the prevalence of poor outcomes in local children and young people. It is often the complex interplay of each of these factors that makes problems in some households insurmountable and places the children at significant risk of involvement in anti-social and offending behaviour.

An annual local analysis (see below) of the factors that contribute to young people's offending behaviour highlights that the most prevalent factors are often a combination of the young person's family circumstances, their lifestyle, their misuse of substances and a lack of engagement with education and/or further learning all of which shapes thinking and behaviour.

**Factors that contribute to local young people's offending behaviour**

## Young Offenders

In spite of the adversities that significant numbers of young people, families and communities contend with in Hartlepool the local Youth Justice Partnership has had significant success in recent years in terms of preventing and reducing youth offending behaviour.



It is notable that there have been significant reductions in

- Criminal Damage
- Public Order offences
- Breach of Bail
- Breaches of Statutory Orders

Given the recent decision to transfer Youth Court listings to Teesside Magistrates it was anticipated that there would be an increase in Breach of Bail as young people and their broader families struggle to undertake the journey from Hartlepool to Teesside. Figures suggest that this decision has not had the anticipated impact which can be attributed to the broader reductions in overall court appearances and the services efforts to secure transport for young people and families who have barriers to accessing transport.

Anti-social behaviour relating to young people continues to follow a strong seasonal trend with incidents and complaints often related to alcohol reaching their peak during the summer months.

Community perception results from the recent Household Survey indicate that from a town wide perspective the fear of crime and anti-social behaviour related issues have generally improved, however it is noted that these results do vary across wards with perceptions in our most disadvantaged communities remaining high.

Youth crime continues to be concentrated in our most disadvantaged and vulnerable communities, co-existing with high levels of anti-social behaviour, health inequalities, unemployment and poor housing all of which place a significant demand on partner resources. People living in deprived areas experience significantly higher levels of crime and disorder; therefore they are at greater risk of victimisation and for this reason remain vulnerable.

## **Prevention and Diversion**

Research consistently highlights that children and young people who are exposed to multiple risks and disadvantage are more likely to become involved in crime and anti-social behaviour. Similarly, children and young people who engage in anti-social behaviour at an early age are more likely to become serious persistent offenders.

In addition to this, research highlights that young people involved in offending behaviour are more likely to experience significant difficulties during adulthood in relation to housing, health, relationships, substance misuse and employment.

Youth crime prevention and diversion is based on the premise that it is possible to change the life-course trajectories of young people by reducing risk factors that may lead to offending behaviour and building on protective factors that might help prevent offending.

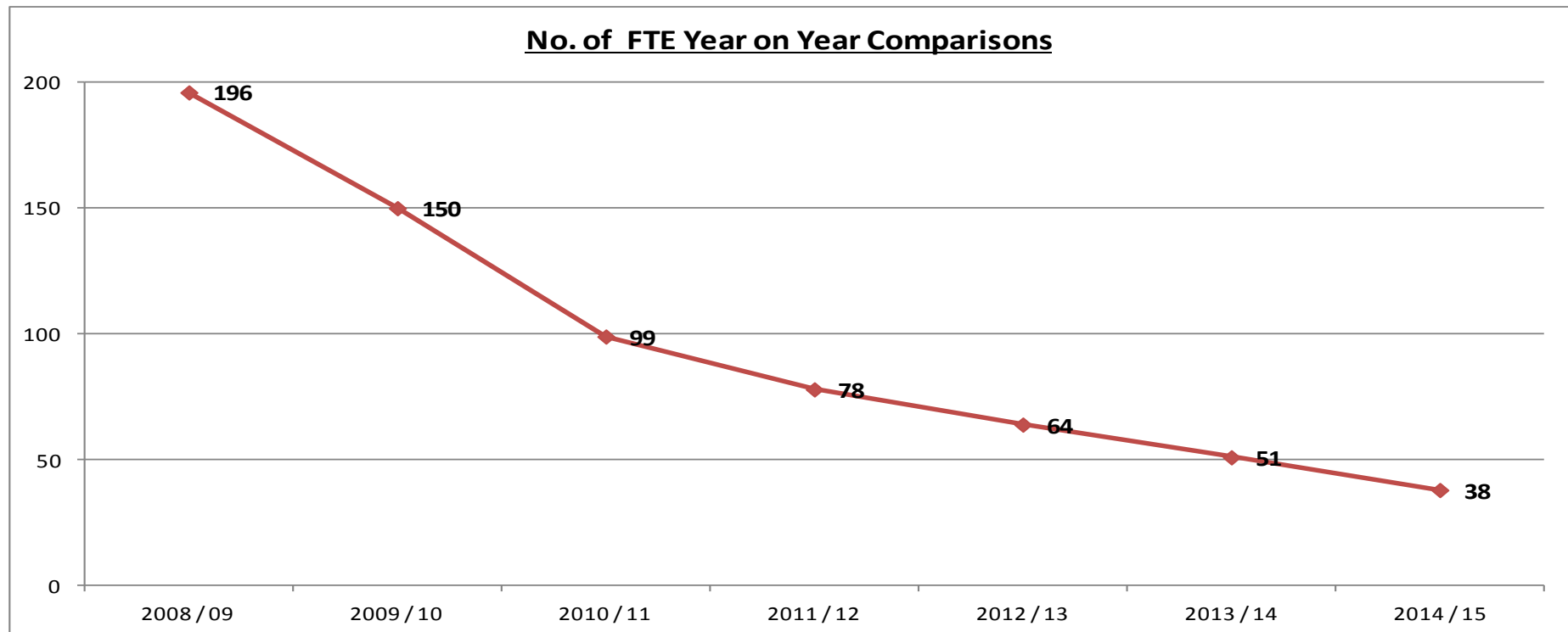
It marks a concerted shift away from reactive spending towards early action and intervention through a range of programmes for young people who are deemed to be at risk of offending, which can result in better outcomes and greater value for money.

In recent years, Hartlepool Youth Offending Service and the broader youth justice partnership have placed a significant emphasis on the prevention of young people's involvement in crime and anti-social behaviour and this has had a notable impact upon the numbers of young people entering the Youth Justice System.

For young people whose behaviour has become more problematic robust out of court interventions have proven to be highly successful in diverting young people away from further involvement in crime and anti-social behaviour through the use of

## 4.1 Appendix 1

interventions that whilst impressing upon the young people the seriousness and potentially damaging effect of their actions, do not criminalise the young people in the way that statutory court orders inevitably do.



## Re-offending

On top of the continuing reductions in the numbers of young people entering the youth justice system for the first time, we are now starting to see a reduction in the numbers of young people going onto re-offend. However, the rate of reoffending by those young people who have previously offended remains high and this will need to be addressed in the coming year.

COHORT DATE	No. Of Young People Offending	No. Reoffending	No of Offences	% Reoffending	Reoffending Rate (No. Offences / No. Young People Re-Offending)
Oct 2011 to Sep 2012 (COHORT D)	162	74	276	<b>45.7%</b>	3.7
Jan 2012 to Dec 2012 (COHORT A)	145	75	310	<b>51.7%</b>	4.1
Apr 2012 to Mar 2013 (COHORT B)	155	76	320	<b>49.0%</b>	4.2
Jul 2012 to Jun 2013 (COHORT C)	146	72	321	<b>49.3%</b>	4.5
Oct 2012 to Sep 2013 (COHORT D)	149	73	265	<b>49.0%</b>	3.6
Jan 2013 to Dec 2013 (COHORT A)	144	67	218	<b>46.5%</b>	3.3
Apr 2013 to Mar 2014 (COHORT B)	113	53	190	<b>46.9%</b>	3.6

(The **new** reoffending measure uses a 12 month cohort which is 'tracked' for a 12 month period. A new cohort starts every 3 months (4 Cohorts per year A/B/C/D), i.e. April 2013 to Mar 2014 cohort are tracked until end of Mar 2015)

Further exploration highlights that were a young person offends for the first time in Hartlepool 53% do not go on to re-offend. Analysis highlights that the service is dealing with a small number of persistent offenders (see below) who repeat offend; often in

## 4.1 Appendix 1

line with broader lifestyle choices relating to substance misuse and the need to generate income to maintain substance misuse levels.

### Numbers of Re-offences (2014-2015)

	Girls	Boys
1 Offence	38	141
2 Offences	12	39
3 Offences	4	21
4 Offences	4	13
5 Offences	1	9
6 Offences	0	6
7 Offences	0	5
8 Offences	0	1
9 Offences	0	2
10 Offences	0	1
13 Offences	2	2
14 Offences	0	1
15 Offences	0	2
16 Offences	0	2
23 Offences	0	1
26 Offences	0	1

This cohort of persistent young offenders are predominantly young men who are aged between 15 and 17 and who reside within Hartlepool's most deprived neighbourhoods.

These young people are often the most socially excluded and often have complex and deep rooted health and social problems such as:

- higher than average mental health needs
- higher levels of drug and alcohol use than for the general population and in particular 'heavy cannabis use'
- low educational attachment, attendance and attainment
- having family members or friends who offend
- higher than average levels of loss, bereavement, abuse and violence experienced within the family
- a history of family disruption

Working in partnership with the local 'Think Families – Think Communities' initiative will be key to supporting a greater understanding these underlying issues and addressing them in a holistic and co-ordinated way to provide “pathways out of offending”, reduce crime and break the cycle of offending behaviour across generations.

## Victims of Youth Crime

Whilst crime rates in Hartlepool have fallen, the likelihood of being a victim of crime still remains a reality, especially in our most vulnerable and disadvantaged communities. The Youth Offending Service and broader Youth Justice Partnership are working hard to reduce the numbers of victims of crime, including the successful use of restorative justice to achieve this objective. Restorative justice provides opportunities for those directly affected by an offence – victim, offender and members of the community – to communicate and agree how to deal with the offence and its consequences.

Restorative justice is an important underlying principle of all disposals for young offenders from Cautions to Youth Rehabilitation Orders. Whilst restorative processes typically result in practical reparation, for example participating in a task that benefits the community, the communication between victim and offender as part of this process can also produce powerful emotional responses leading to mutual satisfaction and socially inclusive outcomes.

Beyond this victims of crime are helped to access appropriate support pathways that enable them to move on from the impact of crime. A personalised approach is taken to ensure that victims of crime in Hartlepool are placed at the centre. This includes ensuring that individual needs and wishes are fully taken into account. As a result we aim to visit all victims of crime so they are able to access pathways to support, including the option to participate in restorative justice.

Within the Youth Offending Service, restorative justice has been provided for a number of years by The Children's Society, a national charity which has a history of providing and developing restorative justice services at a national level.

Analysis of Restorative Justice interventions highlights that victims are in the main opting not to engage in direct restorative activities. Work is underway to explore this further with the Children's Society to establish whether any barriers exist for victims of youth crime and whether remedial activity needs to be undertaken given that participation in direct restorative activities can often have the biggest impact upon victim satisfaction levels and impact upon the young person's future desistance from crime.

## 4.1 Appendix 1

	2014-15			
<b>Court Disposals</b>	<b>Qtr 1</b>	<b>Qtr 2</b>	<b>Qtr 3</b>	<b>Qtr4</b>
No. Of cases Sentenced following a Court- ordered adjournment or deferred sentence to allow delivery of a restorative process	14	16	7	7
No. Of Identified victims of the offences leading to the disposal	5	16	8	11
No. Of 'Direct' restorative process that victims participated in	1	1	0	1
No. Of 'Indirect' restorative processes victims participated in	1	13	5	3
<b>Out of Court Disposals</b>				
No. Of Pre-Court disposals given in the period and Courts disposal closing in the period	3	3	12	9
No. Of identified victims of the offences leading to the disposal	3	4	8	0
No. Of victims offered the opportunity to participate in the restorative process	3	4	6	0
Number of 'Direct' restorative processes that the victims participated in	0	0	0	0
Number of 'Indirect' restorative process that the victims participated in	3	1	6	0

## Quality of Services

The National Standards for Youth Justice Services are set by the Secretary of State for Justice on advice from the Youth Justice Board for England and Wales (YJB). The standards apply to those organisations providing statutory youth justice services.

Self audit activity (verified by the national Youth Justice Board) in 2013-2014 indicates that Hartlepool YOS is meeting national standards relating to:

- Assessment for interventions and reports
- Planning and delivering interventions in custody and resettlement into the community (including Civil Detention Orders).

And is meeting national standards with recommendations for improvements identified relating to:

- Planning and delivering interventions in the community

The Youth Offending Service Strategic Management Board has identified that the service would benefit from a self inspection in the coming year to ensure that the service maintains its compliance with the National Standards and any areas for improvement can be identified and swiftly addressed.

## Service User Feedback

During 2014-2015 nineteen young people who were subject to statutory court orders participated in an eSurvey questionnaire to determine what they thought about the services they had received from Hartlepool Youth Offending Service and whether they had been effective in terms of reducing their likelihood of re-offending and securing the help that they may have needed.

In the main the service users were positive about the services they had received from the Youth Offending Service with 53% of respondents reporting that they thought the service provided was very good and a further 42% reporting that it was good most of the time.

Alongside this 79% of respondents reported that they are a lot less likely to offend as a result of the work they have undertaken with the Youth Offending Service.

Beyond this the survey has identified areas for further exploration and potential improvement. From a total of nineteen young people two of these stated that they had never been asked to explain why they had offended by a member of the service. Following on from this two young people also stated that they were never asked to explain what would help them stop offending.

When asked if there were things that made it harder for service users to take full part in the sessions with the service two young people said there were things that made it harder to take part. Barriers to taking part were identified as follows:

- Learning needs (1)
- Young people finding it difficult to explain things(1)
- A disability (1)
- Where they lived (relating to transport ) (1)

When the young people were asked if things had got better for them in school, college or in getting a job with five participants reported that things had not got better. In relation to substance use two out of nineteen young people acknowledged they needed help to cut down their drug use but that they didn't get enough help with this, with two young people also stating that things had not got any better for them.

A similar response was given in relation to alcohol use with one young person answering that they didn't get enough help, and one young person stating that things had not got any better for them.

When asked about their health one young person stated they didn't get enough help in terms of improving their health or things about their body and two young people answered that their health hadn't got any better whilst being supervised by the service.

In relation to young people dealing with strange and upsetting thoughts one out of the nineteen stated they didn't get enough help with this and three young people stating that things hadn't got any better since whilst being supervised by the service. One young person answered that they did not get enough help with money problems and getting out or debt.

When asked the question if their work with the Youth Offending Service had made it less likely that they would offend four out of nineteen young people reported that it had made no difference.

These findings will be built into service development activities in the coming year with the same consultation exercise repeated throughout the year to determine progress in terms of service user experience.

## 4 RESOURCES AND VALUE FOR MONEY

Adequate resourcing and the appropriate use of resources underpin the ability of the Youth Offending Service to deliver high quality services. The Youth Offending Service budget is made up of a central grant from the Youth Justice Board and contributions from statutory partners (Health, Children's Services, Police and Probation).

Funding from the national Youth Justice Board for 2015-2016 Good Practice Grant has reduced by 7.6%, Restorative Development by over 81% and Unpaid Work Order Grant funding by 6%. In previous years Youth Offending received a £25,000 contribution from Public Health however this has now ceased and the Police and Crime Commissioners contribution has reduced by 22.5%. As a consequence it is anticipated at this stage that the overall budget for the Youth Offending Service will be 5.7% less than 2014-2015.

Organisation	Financial Contribution	In kind staffing contribution	Total
Youth Justice Board:- Good Practice Restorative Justice Unpaid Work Order	£459,333  £2,000  £9,628		£470,961
HBC Children's Services	£406,446	£57,541 (Incl. Statutory Split)	£463,987
Cleveland Police	£40,000  (Police and Crime Commissioner)	£45,000  (Police Officer)	£85,000
Durham Tees Valley Probation Trust	£11,711	£36,250  (Probation Officer)	£47,961
Hartlepool Clinical Commissioning Group	£0	£41,250 (Nurse)	£41,250
<b>Totals</b>	£929,118	£180,041	£1,109,159

## 5 STRUCTURE AND GOVERNANCE

### Service Structure

The Youth Offending Service deploys a staff team of thirty eight people, which includes four seconded staff, four commissioned staff and eight sessional workers (**see Appendix 1**). The service also benefits from a team of thirteen active volunteers who sit as Referral Order Panel members. All staff and volunteers are subject to Disclosure and Barring Service (DBS) checks which are renewed every three years.

The service has undergone significant service remodelling in response to emerging priorities and areas of need. Historically the service was organised into two discreet areas; Pre-court and Post-court provision. The service now operates a 'through court' model that places the majority of the services resources at the point of prevention and diversion to reflect the decreasing numbers of young people appearing before magistrates and the ongoing reductions in court orders.

It is envisaged that for those young people who go onto offend (in spite of preventative and diversionary interventions), the Youth Offending officer who will have established a relationship and rapport with the young person will be provided with the capacity to support the young person and their broader family through the court process, support any statutory interventions and then go on to provide aftercare with a view to reducing any further offending behaviour.

## Governance

The Youth Offending Service is located within the Children's Services Division of Child and Adult Services. The Management Board is chaired by a local Police Area Commander and is made up of representatives from Child and Adult Services, Police, Probation, Health, Courts, Housing, Youth Support Services, Community Safety and the local Voluntary and Community Sector. Effective integrated strategic partnership working and clear oversight by the Management Board are critical to the success and effective delivery of youth justice services in Hartlepool.

The board is directly responsible for:

- determining how appropriate youth justice services are to be provided and funded;
- overseeing the formulation each year of a draft youth justice plan;
- agreeing measurable objectives linked to key performance indicators as part of the youth justice plan'
- ensuring delivery of the statutory aim to prevent offending by children and young people.
- giving strategic direction to Youth Offending Service Manager and Youth Offending Service Team
- providing performance management of the prevention of youth crime and periodically report this to the Safer Hartlepool Executive Group.
- promoting the key role played by the Youth Offending Service within local integrated offender management arrangements.

## 4.1 Appendix 1

The Management Board is clear about the priority areas for improvement, and monitors the delivery of the Youth Justice Strategic Plan, performance and prevention work. It is well attended and receives comprehensive reports relating to performance, finance and specific areas of service delivery.

Members of the Board are knowledgeable, participate well in discussions and are members of other related boards, which contribute to effective partnership working at a strategic level. Board meetings are well structured and members are held accountable.

The membership of the Board is as follows:

Lynn Beeston Chair	Local Police Area Commander
Mark Smith	Head of Youth Support Services (incorporating YOS Manager functions)
Sally Robinson	Assistant Director - Prevention, Safeguarding & Specialist Services Hartlepool Borough Council
Mark Patten	Assistant Director – Performance and Achievement Hartlepool Borough Council
Julie Allan	Head of Cleveland NPS – National Probation Service (NE)
Sally Ivison	Senior Clinical Matron Children and Young People Service - Integrated Care
Claire Clark	Neighbourhood Manager Community Safety
Dave Wise	Chair of the West View Project (Voluntary/Community Sector representative).
Deborah Clark	Health Improvement Practitioner
Lynda Igoe	Principal Housing Officer Hartlepool Borough Council

Karen Turner	Hartlepool Magistrates
Jane Young	Business Unit Manager, Prevention, Safeguarding and Specialist Services
Ben Dickinson	Children's Society – Restorative Justice
Young people's representative	Currently vacant

## 6 PARTNERSHIP ARRANGEMENTS

Hartlepool Youth Offending Service is a statutory partnership which includes, but also extends beyond, the direct delivery of youth justice services. In order to deliver youth justice outcomes it must be able to function effectively in both of the two key sectors within which it operates, namely:

**criminal justice services.**

**services for children and young people and their families.**

The Youth Offending Service contributes both to improving community safety and to safeguarding and promoting the welfare of children and in particular protecting them from significant harm. Working Together to Safeguard Children highlights the need for Youth Offending Services to work jointly with other agencies and professionals to ensure that young people are protected from harm and to ensure that outcomes for local children, young people and their families are improved.

## **4.1 Appendix 1**

Many of the young people involved with the Youth Offending Service are amongst the most vulnerable children in the borough and are at greatest risk of social exclusion. The Youth Offending Service's multi-agency approach ensures that it plays a significant role in meeting the safeguarding needs of these young people. This is achieved through the effective assessment and management of vulnerability and risk and through working in partnership with other services, for example Children's Social Care, Health and Education to ensure young people's wellbeing is promoted and they are protected from harm.

In order to generate effective outcomes for children and young people who offend or are at risk of offending the Youth Offending Service has in place effective partnership arrangements and is an important delivery partner for the Safer Hartlepool Partnership and the Children and Young Peoples Strategic Partnership. This close relationship is embedded in Hartlepool's 'Crime, Disorder, and Drugs Strategy' and 'Children and Young People's Plans'.

The Youth Offending Service Manager and nominated officers from within the Youth Offending Service are members of strategic boards relevant to young people who offend. For example representatives sit on the Criminal Justice Intervention Managers Partnership, 11-19 Strategic Board, Secondary Behaviour and Attendance Partnership, Parenting Strategy Board, Substance Misuse Steering Group, Pupil Referral Unit Management Board, Social Inclusion Strategy Group and Multi Agency Public Protection Arrangements (MAPPA). The Youth Offending Service is also represented on the Children's Strategic Partnership, Local Safeguarding Children Board, Health and Well-being Board and the Crime and Disorder Reduction Partnership.

## 7 RISKS TO FUTURE DELIVERY

The key risks that have the capacity to have an adverse impact on the Youth Offending Service in the coming twelve months and potentially beyond are detailed below:

Risks	Potential Impact	Control Measures
<b>Secure Remand Costs</b>	The unpredictability associated with remand episodes and remand length has the potential to place significant financial pressure on the YOS and broader Local Authority.	It remains essential that the service can demonstrate to magistrates going forward that there are robust and comprehensive alternatives in place to support reductions in the use of remands and custody.  Coordinated multi-agency responses to young people at risk of remand where safe and secure accommodation is the precipitating factor to be further developed.
<b>The Anti-social Behaviour, Crime and Policing Bill</b> - Introduction of new powers to respond to and tackle anti-social behaviour in the community	There is the potential for increases in the number of children being subject to civil injunctions, more breaches of orders and injunctions, and more children being sent to custody. Children with learning disabilities, communication difficulties,	Develop local protocol to ensure that multi-agency consultation is held in relation to any applications for Criminal Behaviour Orders.

	mental health problems and low literacy may have difficulty understanding what is expected of them, and what will happen if they fail to comply with civil injunctions.	
<b>Introduction of ASSETPlus</b> – National Youth Justice Assessment tool	There is the potential for significant service disruption as the staff teams and management information system transition from ASSET to ASSETplus	<p>AssetPlus is scheduled to be adopted by Hartlepool in autumn 2015 and will benefit from being the third of three national trenches in terms of being able to learn from YOT's in the first two trenches re lessons learned.</p> <p>Nominate a local change lead who will take ownership for the local implementation of AssetPlus alongside the AssetPlus project team.</p> <p>Ensure that Hartlepool YOS remain involved in all planning activities to secure smooth transition to ASSET Plus.</p> <p>Prior to implementation:</p> <ul style="list-style-type: none"> <li>• undertake Assessment and Planning Foundation training with staff</li> <li>• implement AssetPlus Early Practice Changes</li> <li>• hold introductory AssetPlus staff briefings</li> </ul>

## 8 STRATEGIC SUMMARY

In spite of the adversities that families and communities contend with in Hartlepool the local Youth Justice Partnership has had significant success in recent years in terms of preventing and reducing youth offending behaviour.

However, an emphasis on prevention and diversion needs to be maintained and in spite of recent reductions in re-offending, the rate of re-offending in Hartlepool continues to be an area of concern.

Evidence highlights that it is often the complex interplay of multiple deprivation factors and difficulties that makes problems in some households insurmountable and places the children at significant risk of involvement in anti-social and offending behaviour. As a result there is a need to place an even greater emphasis on whole family interventions to create “pathways out of offending”, reduce crime and break the cycle of offending behaviour across generations.

Whilst youth crime rates in Hartlepool have fallen, the likelihood of being a victim of crime still remains a reality, especially in our most vulnerable and disadvantaged communities and there remains a need to continue to invest in the delivery of restorative approaches to give victims of crime a voice, choice, control and satisfaction in the criminal justice system.

Alongside the above, there have been further policy developments at a national level alongside operational risks which the service will need to respond to and manage in the coming year.

The Youth Offending Service and broader Youth Justice Partnership will be proactive in addressing the above challenges to secure further reductions in offending and re-offending by young people.

## Proposed Strategic Objectives and Priorities

Based upon the findings from the Strategic Assessment, it is proposed that the Youth Offending Service and broader youth justice Partnership focuses on the following key strategic objectives during 2015 - 16:

Youth Justice Strategic Priorities	
<b>Re-offending</b> - reduce further offending by young people who have committed crime with a particular emphasis on the development of activities to address the offending behaviour of young women	<b>Risk and Vulnerability</b> – ensure all children and young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk and vulnerability to inform effective intervention and risk management.
<b>Early Intervention and Prevention</b> – sustain the reduction of first time entrants to the youth justice system by ensuring that there remain strategies and services in place locally to prevent children and young people from becoming involved in crime and anti-social behaviour.	<b>Think Family</b> – embed a whole family approach to better understand the true impact of families in our communities and improve our understanding of the difficulties faced by all members of the family and how this can contribute to anti-social and offending behaviour.
<b>Remand and Custody</b> – demonstrate that there are robust and comprehensive alternatives in place to support reductions in the use of remands and custody.	<b>Maintain Standards</b> – Ensure that work is undertaken to a high standard and improvement activities are identified through undertaking a self inspection and reviewing service user feedback.
<b>Restorative Justice</b> – ensure all victims of youth crime have the opportunity to participate in restorative justice approaches and restorative justice is central to work undertaken with young people who offend.	<b>Effective Governance</b> – ensure that the Youth Offending Strategic Management Board will be a well constituted, committed and knowledgeable Board which scrutinises Youth Offending Service performance.

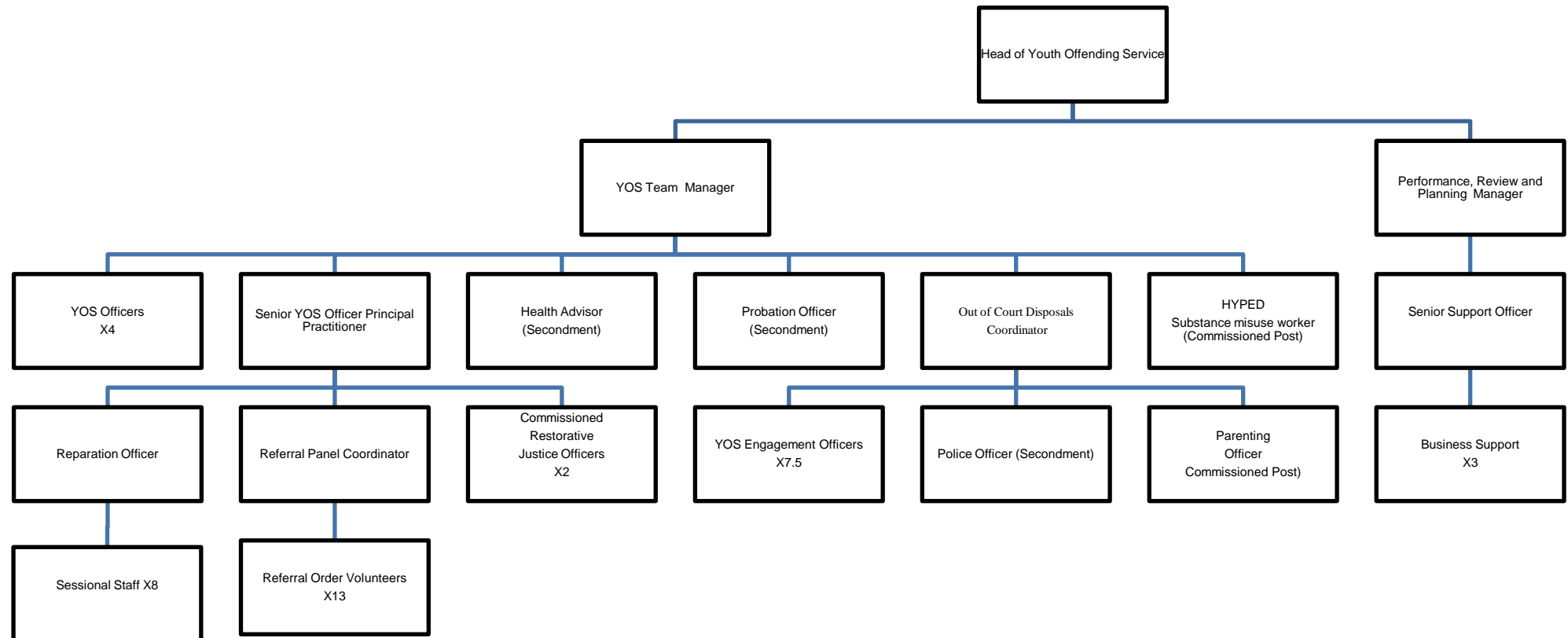
The local Youth Justice Strategic Plan for 2015 – 2016 will establish responsibility across the Youth Offending Service and the Youth Offending Strategic Board for taking each improvement activity forward within agreed timescales.

## Hartlepool Youth Justice Partnership



## Appendix 1

## Youth Offending Service Structure



## Youth Justice Strategic Action Plan 2015-2016

**Re-offending** - reduce further offending by young people who have committed crime.

- The number of young people who go onto offend following their first conviction is reduced from a baseline of 46.9% (2014-2015).
- The rate of re-offending across the cohort of young offenders is reduced from a baseline of 3.6 (2014-2015).

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
<b>Improve intelligence relating to the re-offending cohort to inform service-wide improvement activity.</b>	The factors behind young people's offending behaviour are established and analysed and shared with the Management Board, Management Team and broader service, through use of the YJB's re-offending Tool and the cross referencing of local Management Information Systems and this intelligence is used to inform future service development.	<b>YOS Team Manager</b>	Report produced by September 2015.  Performance Indicators reviewed Monthly throughout 2015-2016	Report produced by September 2015 to inform service development.  The number of young people who go onto offend following their first conviction is reduced from a baseline of 37.1% in 2013/2014  The rate of re-offending across the cohort of young offenders is reduced from a baseline of 1.3 in 2013/2014.
<b>Improve assessments of young people at risk of re-offending to ensure that risks and needs are identified and patterns of offending behaviour are understood and inform effective intervention planning and risk and vulnerability management arrangements.</b>	Staff training and development is secured and developed to prepare the service for the recently developed YJB Screening Tools.	<b>YOS Principal Practitioner (Post Court)</b>	September 2015	Workforce Development Activities delivered and use of screening tools incorporated within local quality assurance arrangements.
	Ensure robust arrangements are in place for the quality assurance of all assessments and planning through the	<b>YOS Deputy Manager</b>	April 2015	All assessments quality assured within locally agreed timeframes.

## 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	further development of the assessment quality assurance tool and quality assurance arrangements.			Continuous review of quality of assessments and evidence of effective interventions reducing re offending.
	Findings from quality assurance exercises are shared and reviewed collectively to identify emerging themes, improve operational practice and to inform ongoing staff training and development activities.	<b>YOS Deputy Manager</b>	Progress reviewed Monthly throughout 2015-2016	Performance is raised further in relation to the production of assessments, reports, plans and reviews.
<b>Improve both service and partnership emphasis upon the contributory factors relating to the re-offending cohort.</b>	Secure improved partnership arrangements for young offenders with Behavioural, Emotional and Social Difficulties.	<b>Head of Youth Support Services</b>	September 2015	Multi-agency planning forum established to respond holistically to the needs of BESD students.
	Work in partnership with sub-regional post 16 providers to enhance the local offer and their capacity to support young people supervised by the YOS.	<b>Head of Youth Support Services</b>	September 2015	Increased flexibility is built into the local post 16 offer to secure learning post 16 learning provision that is more responsive to the needs of young people in receipt of youth justice services.
	Work effectively with partners to increase the engagement in education, training and employment (ETE) of young people in the youth justice system.	<b>YOS Management Team</b>	Progress reviewed Monthly throughout 2015-2016	Engagement in compulsory education by young offenders is raised from an annual baseline of 78.3 % in 2013/14. Engagement in post-16 education, training and employment by young offenders is raised from an annual baseline of 69.6% in 2013/14.
	Ensure a "Think Family" approach is embedded across the Service which works effectively to highlight and address whole family needs through the trialling of	<b>YOS Preventions Manager/Troubled Families Coordinator</b>	August 2015	Whole Family Assessments and plans to be trialled across the Youth Engagement Team to prepare for the incorporation of troubled

## 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	whole family assessments in line with the Troubled Families initiative.			families responsibilities across teams.
<b>Improve Interventions delivered across the re-offending cohort to address thinking, behaviours and needs.</b>	Target emerging offending behaviour trends with offence focused interventions through the development and/or purchase of resources.	<b>Preventions Manager/YOS Principal Practitioner</b>	June 2015	Gaps identified and shared with management team to establish responsibility for developing and/or procuring resources to fill gaps.
	Review transition arrangements with Probation Services in response to national changes to Probation Services.	<b>Head of Youth Support Services</b>	June 2015	Protocol developed between Hartlepool YOS and National Probation Service to secure effective transition arrangements for young offenders nearing their 18 <sup>th</sup> birthday.
	Secure options to spot purchase educational provision for young people in receipt of ISS who are not in receipt of/or disengaged from compulsory or post 16 learning.	<b>YOS Management Team</b>	September 2015	Potential educational providers in place.
	Secure Allotment for the delivery of horticultural activities.	<b>YOS Management Team</b>	September 2015	Allotment secured.
<b>Improve the services ability to provide intensive packages of Supervision and support to high intensity orders and bail arrangements (including Intensive Supervision and Surveillance programmes - ISSP).</b>	Develop 'Rolling Programme consisting of the following topics that will run for four weeks each for 52 weeks of the year: <ul style="list-style-type: none"> <li>• Substance Misuse</li> <li>• Health and Wellbeing</li> <li>• Pitfalls of violent crime (including Prison me no way, Gangs, Weapons etc)</li> <li>• Animal Cruelty</li> <li>• Independent Living</li> <li>• Equality and Diversity – through cooking</li> </ul>	<b>YOS Management Team</b>	September 2015	Rolling Programme developed and in operation.

#### 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	<ul style="list-style-type: none"><li>• Fire Safety</li><li>• Sexual Health and Relationships</li><li>• Managing your emotions plus self esteem</li><li>• Victim Awareness</li></ul>			

**Early Intervention and Prevention** – sustain the reduction of first time entrants to the youth justice system.

- First Time Entrants are further reduced from a baseline of 36 (2014-2015).

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
<b>Improve intelligence relating to those young people who are at risk of offending behaviour to inform service-wide improvement activity.</b>	The factors placing young people at risk of entering the Youth Justice System are established and analysed and shared with the Management Board, Management Team and broader service to inform future service development.	<b>YOS Preventions Manager</b>	Report produced by September 2015.  Performance Indicators reviewed Monthly throughout 2015-2016	Report produced by September 2015 to inform service development.  The number of young people who enter the Youth Justice System for the first time is reduced from a baseline of 36 (2014-2015)
<b>Improve assessments of young people at risk of re-offending to ensure that risks and needs are identified and patterns of offending behaviour are understood and inform effective intervention planning and risk and vulnerability management arrangements.</b>	Staff training and development is secured and developed to prepare the service for the recently developed YJB Screening Tools.	<b>YOS Preventions Manager</b>	September 2015	Workforce Development Activities delivered and use of screening tools incorporated within local quality assurance arrangements.
	Ensure robust arrangements are in place for the quality assurance of all assessments through the further development of the assessment quality assurance tool and quality assurance arrangements.	<b>YOS Preventions Manager</b>	April 2015	All assessments quality assured within locally agreed timeframes.  Continuous review of quality of assessments and evidence of effective interventions reducing re offending.
	Findings from quality assurance exercises are shared and reviewed collectively to identify emerging themes, improve operational practice and to inform ongoing staff training and development activities.	<b>YOS Preventions Manager</b>	Progress reviewed Monthly throughout 2015-2016	Performance is raised further in relation to the production of assessments, reports, plans and reviews.

## 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
<b>Improve both service and partnership emphasis upon the contributory factors relating to those young people identified at risk of offending.</b>	Secure improved partnership arrangements for young people at risk of offending with Behavioural, Emotional and Social Difficulties.	<b>Head of Youth Support Services</b>	September 2015	Multi-agency planning forum established to respond holistically to the needs of BESD students.
	Work in partnership with sub-regional post 16 providers to enhance the local offer and their capacity to support young people at risk of offending.	<b>Head of Youth Support Services</b>	September 2015	Increased flexibility is built into the local post 16 offer to secure learning post 16 learning provision that is more responsive to the needs of young people in receipt of youth justice services.
	Ensure a "Think Family" approach is embedded across the Service which works effectively to highlight and address whole family needs through the trialling of whole family assessments in line with the Troubled Families initiative.	<b>YOS Preventions Manager/Troubled Families Coordinator</b>	August 2015	Whole Family Assessments and plans to be trialled across the Youth Engagement Team to prepare for the incorporation of troubled families responsibilities across teams.
<b>Improve Interventions delivered across the address the thinking, behaviours and needs of those young people identified as being at risk of offending.</b>	Target emerging offending behaviour trends with offence focused interventions through the development and/or purchase of resources.	<b>YOS Management Team</b>	June 2015	Gaps identified and shared with management team to establish responsibility for developing and/or procuring resources to fill gaps.
	Develop 'Rolling Programme consisting of the following topics that will run for four weeks each for 52 weeks of the year: <ul style="list-style-type: none"> <li>• Substance Misuse</li> <li>• Health and Wellbeing</li> <li>• Pitfalls of violent crime (including Prison me no way, Gangs, Weapons etc)</li> <li>• Animal Cruelty</li> <li>• Independent Living</li> <li>• Equality and Diversity –</li> </ul>	<b>YOS Management Team</b>	September 2015	Rolling Programme developed and in operation.

## 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	through cooking <ul style="list-style-type: none"> <li>• Fire Safety</li> <li>• Sexual Health and Relationships</li> <li>• Managing your emotions plus self esteem</li> <li>• Victim Awareness</li> </ul>			
<b>Improve partnership working with Cleveland Police in relation to pre and out of court disposals and diversionary schemes and activities.</b>	Review out of court disposal protocols with Cleveland Police to maintain robust and effective working arrangements.	<b>Preventions Manager</b>	October 2015	Protocols reviewed.

## 4.1 Appendix 1

**Remand and Custody** – demonstrate that there are robust and comprehensive alternatives in place to support reductions in the use of detainment, remands and custody.

Reduce the number of remand episodes from a base line of 5 (2014-2015)

Reduce the number of custodial sentences from a baseline of 4 (2014-2015)

Reduce the number of breaches of community based orders from a baseline of 45 in (2014-2015)

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
<b>Improve intelligence</b> and understanding of the factors that place young people at risk of detainment in Police Custody and remands to custody.	The factors behind young people's detainment in police custody and secure remands are analysed and shared with the Management Board, Management Team and broader service, through use of the YJB's re-offending Tool and the cross referencing of local Management Information Systems and this intelligence is used to inform future service development.	<b>YOS Deputy Manager</b>	Report produced by November 2015.  Performance Indicators reviewed Monthly throughout 2015-2016	Report produced by November 2015 to inform service development.  The number of remand episodes is reduced from a from a base line of 5 (2014-2015).
<b>Improve joint responses</b> to young people at risk of detainment in police custody and/or at risk of remand.	Develop joint protocol between YOS and Social Care to establish roles and responsibilities relating to the securing of suitable accommodation arrangements for young people at risk of detainment in police custody and/or at risk of remand.	<b>Head of Youth Support Services</b>	Protocol developed June 2015	Protocol developed.
	Establish capacity across YOS and social care to deliver robust 7 days per week packages of support to young people a risk of detainment, and/or remand.	<b>YOS Management Team</b>	Rota developed June 2015	Rota to be developed to support weekend supervision and support arrangements.

## 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	Court representatives are supported to have a comprehensive knowledge of all levels of bail arrangements available and be able to inspire confidence in the supervision and enforcement of such interventions	<b>YOS Management Team</b>	June 2015	The number of remand episodes is reduced from a from a base line of 5 (2014-2015).
<b>Improve the services response</b> to young people who are at risk of breaching their court orders/bail conditions.	Embed the use of Compliance Panels to encourage young people and families to take responsibility for the completion of Court imposed orders without the sanction of a return to court.	<b>YOS Deputy Manager</b>	Ongoing throughout 2015-2016	Compliance panels are utilised for young people and their families who are at risk of breaching their orders/bail conditions.  The number of breaches of community based orders is reduced from a baseline of 45 in 2015-2016.
<b>Improve the services ability to provide intensive packages of Supervision and support to high intensity orders and bail arrangements (including Intensive Supervision and Surveillance programmes - ISS).</b>	Rota to be developed to support weekend supervision and support arrangements.	<b>YOS Management Team</b>	June 2015	Rota in place.
	Secure options to spot purchase educational provision for young people in receipt of ISS who are not in receipt of/or disengaged from compulsory or post 16 learning.	<b>YOS Management Team</b>	September 2015	Potential educational providers in place.
	Secure Allotment for the delivery of horticultural activities.	<b>YOS Management Team</b>	September 2015	Allotment secured.
	Develop 'Rolling Programme consisting of the following topics that will run for four weeks each for 52 weeks of the year:	<b>YOS Management Team</b>	August 2015	Rolling Programme developed and in operation.

## 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	<ul style="list-style-type: none"> <li>• Substance Misuse</li> <li>• Health and Wellbeing</li> <li>• Pitfalls of violent crime (including Prison me no way, Gangs, Weapons etc)</li> <li>• Animal Cruelty</li> <li>• Independent Living</li> <li>• Equality and Diversity – through cooking</li> <li>• Fire Safety</li> <li>• Sexual Health and Relationships</li> <li>• Managing your emotions plus self esteem</li> <li>• Victim Awareness</li> </ul>			
Ensure that the needs of young people in receipt of custodial sentences and the factors relating to their offending behaviour are addressed in the secure estate to prevent further offending upon release.	Additional training is secured to raise awareness of minimum national standards and effective practice.	<b>YOS Principle Practitioner</b>	June 2015	Workforce Development Activities delivered and minimum national standards adhered to in all cases.
Ensure that robust Resettlement Planning is in place to ensure that young people released from the secure estate desist from further offending behaviour.	Additional training is secured to raise awareness of minimum national standards and effective practice.	<b>YOS Principle Practitioner</b>	January 2016	Workforce Development Activities delivered and minimum national standards adhered to in all cases.
	Ensure robust arrangements are in place for the quality assurance of all assessments and planning through the further development of the assessment quality assurance tool and quality assurance arrangements.	<b>YOS Deputy Manager</b>	April 2015	All assessments and planning quality assured within locally agreed timeframes.

## 4.1 Appendix 1

**Restorative Justice** – ensure all victims of youth crime have the opportunity to participate in restorative justice approaches and restorative justice is central to work undertaken with young people who offend.

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
Ensure that victims of youth crime have the opportunity to participate in restorative justice approaches that lead to satisfying outcomes for victims.	Contract Manage Restorative Justice services for victims of youth crime.	Head of Youth Support Services	April 2015	Restorative Justice service for victims of youth crime in place and fully operational.
	Work in partnership with local Restorative Justice Service Provider (Children's Society) to ensure that the levels of involvement and satisfaction of victims remains high.	YOS Principal Practitioner	Ongoing throughout 2015-2016	100% of victims of youth crime participate (where appropriate) in Restorative Justice approaches.
Embed restorative practice across all aspects of the Youth Offending Service.	All YOS staff to be trained in Restorative Justice in order to have the victim and their interests at the core of any intervention and planning.	YOS Principal Practitioner	June 2015	All staff trained in Restorative Justice Practices
	Train Referral Panel Members in Restorative Justice to strengthen work undertaken at Panel Meetings and contracts made with young people attending Panels.	YOS Principle Practitioner	June 2015	All panel members trained in Restorative Justice Practices
Improve responses across partner agencies around the management of problematic	Support local secondary schools to embed restorative approaches through the sharing of best practice and training	Head of Youth Support Services	September 2015	All schools to have a Restorative practice champion.

#### 4.1 Appendix 1

<b>Objectives</b>	<b>Actions</b>	<b>Responsible Officer and Resources</b>	<b>Timeline</b>	<b>Performance Monitoring and Indicators</b>
behaviour through an emphasis on Restorative approaches.	opportunities.			
	Support the local Police and Crime Commissioner led initiative to embed on the spot restorative justice approaches across Cleveland Police.	<b>YOS Management Team</b>	Ongoing throughout 2015-2016	YOS participation at PCC led meetings relating to Restorative Justice.

## 4.1 Appendix 1

**Risk and Vulnerability** – ensure all children and young people entering or at risk of entering the youth justice system benefit from a structured needs assessment to identify risk and vulnerability to inform effective intervention and risk management.

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
<b>Improve intelligence relating to the risk and/or vulnerability of the youth-offending cohort to inform service-wide improvement activity.</b>	The factors behind young people's risks and vulnerabilities are established and analysed and shared with the Management Board, Management Team and broader service, through the cross referencing of local Management Information Systems and this intelligence is used to inform future service development.	<b>YOS Deputy Manager</b>	Report produced by September 2015.  Performance Indicators reviewed Monthly throughout 20145- 2016	Report produced by September 2015 to inform service development.
<b>Improve assessments of young people at risk of re-offending to ensure that risks and vulnerabilities are identified and protective factors are understood and inform effective intervention planning and risk and vulnerability management arrangements.</b>	Staff training and development is secured and developed to prepare the service for the recently developed YJB Screening Tools.	<b>YOS Principal Practitioner (Post Court)</b>	September 2015	Workforce Development Activities delivered and use of screening tools incorporated within local quality assurance arrangements.
	Ensure robust arrangements are in place for the quality assurance of all assessments through the further development of the assessment quality assurance tool and quality assurance arrangements.	<b>YOS Deputy Manager</b>	April 2015	All assessments quality assured within locally agreed timeframes.  Continuous review of quality of assessments and evidence of effective interventions reducing re offending.
	Findings from quality assurance exercises are shared and reviewed collectively to identify emerging themes, improve operational practice and to inform ongoing	<b>YOS Deputy Manager</b>	Progress reviewed Monthly throughout 2015- 2016	Performance is raised further in relation to the production of assessments, reports, plans and reviews.

#### 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	staff training and development activities.			
<b>Improve both service and partnership emphasis upon the contributory factors relating to the risks and vulnerabilities of the youth offending cohort.</b>	Secure improved partnership arrangements for young offenders in receipt of social care interventions to prevent duplication of effort and secure a coordinated response to identified vulnerabilities.	<b>Head of Youth Support Services</b>	September 2015	Single process in place to secure joint planning for young offenders in receipt of social care interventions.
<b>Improve Interventions delivered across the re-offending cohort to address thinking, behaviours and needs.</b>	Target emerging risk and vulnerability trends with offence focused interventions through the development and/or purchase of resources.	<b>Preventions Manager/YOS Principal Practitioner</b>	March 2016	Gaps identified and shared with management team to establish responsibility for developing and/or procuring resources to fill gaps.
	Continue to invest in the local Teen to Parent Abuse programme to support families whose teenagers pose a threat to their parents.	<b>Preventions Manager/YOS Principal Practitioner</b>	Progress reviewed Monthly throughout 2015-2016	Increased referral rate and uptake of the project.
	Continue to invest in the local Deter Young Offenders Programme to support robust risk management arrangements for young people who pose a threat to the community.	<b>Head of Youth Support Services</b>		Increased referral rate and uptake of the project.

## 4.1 Appendix 1

**Maintain Standards** – work undertaken by the YOS is effective and achieves individual, team, service, community and national aims and objectives.

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
Ensure that the YOS adheres to minimum national and local standards and builds upon best practice to deliver a high quality effective service.	Undertake YJB self audit to identify local strengths and establish areas for further improvement to inform planning for 2015-2016	<b>Head of Youth Support Services</b>	July 2016	Strengths and areas for further improvement identified to improvement activities for 2015-2016
	Commission 'Young Inspectors' to undertake an inspection of local Youth Justice Services to establish young people's on the services strengths and areas for improvement.	<b>Head of Youth Support Services</b>	July 2016	Strengths and areas for further improvement identified to improvement activities for 2015-2016
	Routinely audit all National Standards performance data that is provided to the YJB Management Information System (YJMIS) for the YOS Case Level data Returns, submitted on a quarterly basis.	<b>Performance and Review Manager</b>	Progress reviewed Monthly throughout 2015-2016	All case level information is inputted in a timely manner in line with national standards.
	An annual plan is developed to enable specific areas of practice to be scrutinised and reviewed at least annually (e.g. Intervention Plans).	<b>YOS Deputy Manager</b>	June 2015	Annual audit plan developed.
	Monthly Careworks Surgery to be held to audit all performance required to meet the YJB National Standards. This will include Asset assessments start and end, intervention plans, This will also include accommodation ETE and closure of cases.	<b>Performance and Review Manager</b>	Progress reviewed Monthly throughout 2015-2016	Surgeries in place to ensure all case level requirements are met and information is inputted in a timely manner in line with national standards.
Ensure that the staff team is fully supported to deliver effective, high quality services.	Provide regular (no less than monthly) and structured supervision and appraisal to YOS staff that covers all four functions of supervision as detailed in	<b>YOS Management Team</b>	Progress reviewed Monthly throughout 2015-2016	Robust supervision arrangements in place for all practitioners.

#### 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	the Prevention, Safeguarding and Specialist Services Supervision and Policy, Procedure and Practice Guidance.			
	Templates are developed that establish service expectations relating to the standard, quality and depth of Youth Justice Assessments, Reports and Plans.	<b>YOS Principle Practitioner</b>	June 2015	Templates developed.
	Embed the use of Youth Justice Interactive Learning System to secure individualized learning activities to support professional development.	<b>YOS Principle Practitioner</b>	June 2015	All staff have individual learning activities identified via supervision.

## 4.1 Appendix 1

**Effective Governance** – ensure that the Youth Offending Strategic Management Board will be a well constituted, committed and knowledgeable Board which scrutinises Youth Offending Service performance.

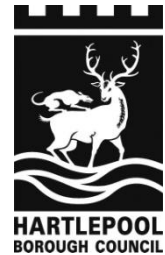
Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
The Youth Offending Strategic Management Board is a well constituted, committed and knowledgeable Board which scrutinises YOS performance.	Annually review the membership of the YOS Strategic Management Board to ensure that the statutory functions specified in the Crime and Disorder Act and associated guidance are fulfilled.	<b>Chair of the Strategic Management Board</b>	Ongoing throughout 2015-16	Membership of the YOS Strategic Management Board meets the Statutory functions specified in the Crime and Disorder Act and associated guidance.
	Annually review the Terms of Reference of the YOS Strategic Management Board to ensure that all members understand their role and function as Board Members.	<b>YOS Strategic Management Board</b>	Ongoing throughout 2015-16	All Members receive a copy of the Boards revised Terms of Reference to support their understanding of their role and function as Board Members.
The Youth Offending Strategic Management Board provides a strategic lead for the service and understands the way in which the YOS contributes to integrated offender management arrangements, reduction of crime and offending and public protection.	Ensure that all new and current Management Board members have a strong induction programme that includes opportunities to observe YOS practice to develop a clearer understanding of the unique role of the YOS	<b>YOS Management Team</b>	Ongoing throughout 2015-16	All new and current Members participate in an induction programme and participate in at least one observation of YOS practice per year.
	Ensure Management Board agendas focus on strategic issues that extended beyond the operational performance of	<b>YOS Strategic Management Board</b>	Ongoing – reviewed at every Board Meeting	Every YOS Strategic Management Board agenda to incorporate at least one agenda item that focuses upon a strategic

#### 4.1 Appendix 1

Objectives	Actions	Responsible Officer and Resources	Timeline	Performance Monitoring and Indicators
	the YOS (such as how educational achievement of young people who offend could be improved).			issue that extends beyond the operational performance of the YOS.

# CHILDREN'S SERVICES COMMITTEE

16<sup>th</sup> June 2015



**Report of:** Director of Child & Adult Services

**Subject:** ANNUAL REVIEW OF THE CHILDREN LOOKED AFTER STRATEGY 2014/17

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

## 2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to update Children Services Committee on the progress of the implementation of the Children Looked After Strategy 2014/17.

## 3. BACKGROUND

- 3.1 The strategy was prepared for 2014 – 2017 and built upon the delivery and achievements of the 2010 – 2013 Strategy. The strategy provides a framework for the continuous development and improvement of services for children looked after provision. The authority's performance in relation to outcomes for children looked after is good and this strategy aims to embed and improve on this performance.

## 4. PROPOSALS

- 4.1 The strategy is set out under the seven themes:

- Children in Need and Family Support
- Corporate Parenting
- Sufficiency
- Care Planning for Children and Young People in Care
- A First Class Education
- Promoting Health and Wellbeing
- Care Leavers

The remainder of this report will look at the strategic priorities identified for each theme and report on the progress towards achieving these.

### **Children in Need and Family Support**

#### 4.2 What we said we would do:

- Review Early Intervention Strategy.
- Reduce the care population and realign resources to preventative work by:
  - Increasing the uptake of Family Group Conferences.
  - Implementing system change arising from learning from the Think Family, Think Communities Programme rolling out delivery of intensive family support across early intervention and social care services.
  - Increase the delivery of intensive community support packages across the 0-17 age range.
- Develop and implement a reunification policy for children returning to their families from care.
- Improve care planning arrangements to ensure all admissions to care are underpinned by robust assessments and proactive planning.

#### 4.3 Progress so far:

- The review of the Early Intervention Strategy has been undertaken and a new service delivery model has been implemented. The new delivery model establishes services based on North and South geographical areas and brings early help services and services for children in need and those in need of protection under one service manager. The aim of this is to prevent children being passed between early help and social care services, with staff being able to access specialist interventions for families appropriate to presenting needs.
- We have been successful in reducing the care population.
- We have rolled out learning from Think Families Think Communities programme within the new service delivery model. This work has been further developed to ensure all of the children's workforce use solution oriented approaches across all services.
- We have improved care planning arrangements and reduced emergency admissions to care.

#### 4.4 Priorities for 2015/16:

- The uptake and impact of Family Group Conferencing remains low therefore a review will be undertaken prior to re-commissioning this service to ensure we have a service that is robust and positively engages families to support each other at the earliest opportunity.
- Develop an up to date Reunification Policy which ensures that children returning home to their families receive an appropriate level of support for this to succeed.

- Monitor the arrangements for the effective interventions service to ensure they are able to deliver intensive community support packages and explore opportunities to deliver these packages using the full resources across Children's Services.

### **Corporate Parenting**

#### 4.5 What we said we would do:

- Strengthen the governance arrangements around the delivery of the Children Looked After Strategy through the Corporate Parent Forum and Children's Strategic Partnership.
- Strengthen service user engagement for children looked after through, for example, the development of focus groups and specific participatory opportunities including consultation and project groups.
- Empower and support the Children in Care Council to be a widely recognised voice of and lobby for children looked after in Hartlepool and ensure that this group is representative of the views of all children looked after including children with disabilities and younger children by:
  - Exploring innovative ways of ensuring the Children in Care Council can communicate with and receive the views of children looked after who choose not to be members of the Council (websites, e-mail, newsletter, consultation events/activities);
  - Enabling other participation groups to feed into the Children in Care Council either through reports, presentations or joint project, activity events and residential experiences.
- Ensuring that the findings of both the Junior and Young Inspectors are fed into the work of the Children in Care Council so they can act upon recommendations and instigate change and improvement in the services for looked after children.
- Elected Members will promote the interests of children looked after and care leavers in all aspects of their Council responsibilities.
- Implement the Children in Care Council "Quality Mark" for all reports prepared for Corporate Parent Forum (CPF), Children Services Committee and Children's Strategic Partnership.

#### 4.6 Progress so far:

- The Children in Care Council (CiCC) created their new governance arrangements and delivered their workplan for 2014/15. All young people from the CiCC are able to attend the CPF to ensure that they all make links with corporate parents and have a full understanding of the meetings and links.
- The CiCC produced a report for Corporate Parenting Forum in relation to the education achievement of looked after children and young people. As part of this report, the CiCC used innovative ways to ensure a representative voice from looked after children and young people including letters, surveys, emails, telephone interviews, consultation events. The report also incorporated the views of

professionals, foster carers, and teachers. The report made several recommendations which were accepted by member of Corporate Parenting Forum and are being implemented by the Head of Service for Children Looked After.

- The ethos and process that the young people developed whilst preparing the education report will form the basis of the future work the CiCC undertaken on behalf of the Corporate Parenting Forum to ensure their findings are heard at strategic level.
- The participation team and the CiCC are currently developing a Facebook page. This will be linked to the youth support service page but will be a dedicated page for children looked after. It will provide updates from CPF, CiCC, and planned events and will hopefully improve access and contact for children and young people placed outside Hartlepool.
- Looked after children and young people are involved in a variety of participation opportunities including developing a team of young inspectors and junior inspectors. Participation officers now facilitate and support the young people's meetings at 302 Stockton Road.
- The development of the Youth Council will have a seat for a child looked after and a focused task group around this area. This will mean that the young people will have additional involvement with the councillors and officers through the Youth Council.
- Looked after children and young people have had and will continue to have opportunities to engage on an accredited recruitment and selection course to ensure that they are fully trained in the process of recruiting and selecting staff. Completion of this course allows the young people to have a meaningful involvement in the appointment of officers and professionals who are their corporate parents.

#### 4.7 Priorities for 2015/16:

- Undertake a review of the Looked After Review Arrangements.
- Deliver on the recommendations with the Education Report.
- Further develop the Facebook page.
- Improve communication and participation with children and young people placed out of Hartlepool.

### **Sufficiency**

#### 4.8 What we said we would do:

- Provide high quality residential care for children looked after who require this type of placement within Hartlepool.
- Implement recruitment strategies for fostering and adoption with a specific focus on sibling groups, teenagers and children with disabilities.
- Implement adoption reforms to increase the number of children leaving care through adoption, increase the number of adopters approved by

the Council and reduce timescales for assessment and recruitment of adopters.

- Improve performance in finding permanent families for children and young people looked after.
- Determine commissioning intentions in relation to local residential care with education and specialist residential provision for children with complex needs.
- Develop the provision at Exmoor Grove to ensure the individual needs of all children who are cared for within the home are met, affording privacy and space for those who live there permanently.
- Work in partnership to proactively manage the independent fostering and residential care market to increase placement capacity quality and choice.

#### 4.9 Progress so far:

- Stockton Road Children's Home opened in January 2014 which provides placements for up to four young people who would otherwise be in residential care out of the area.
- Exmoor Grove continues to provide high quality care. The unit has recently been extended to ensure there is privacy and space for those who live there permanently.
- Hartlepool is working with the 12 North East authorities to develop a framework agreement for the commissioning of education and specialist residential provision for children with complex needs. This work is due to be concluded by April 2016.
- The council continues to work proactively with Tees Valley colleagues and independent fostering agencies to ensure there is a range of placement capacity, quality and choice.
- Our performance in relation to adoption score cards remains good and we continue to meet the challenging targets set out by the Department for Education.
- We are working with Tees Valley authorities on specific recruitment campaigns to increase foster placements choice for sibling groups and teenagers.

#### 4.10 Priorities for 2015/16:

- Increase our pool of adopters for older children and sibling groups.
- Maintain performance in relation to finding permanent families for children without delay.
- Mainstream Family Finder Post.
- Implement Adoption Support Services.
- Increase our pool of foster carers who are able to take sibling groups of 3 or more and teenagers.

### **Care Planning for Children & Young People in Care**

#### 4.11 What we said we would do:

- Implement a Care Planning Panel which considers all requests for children to become looked after, scrutinising the plan and determining what action is required.
- Update the overarching Permanence Policy and Procedure, and policies and procedures in relation to Special Guardianship and Residence Order to enable social workers to make the right decision when planning for the needs of a child.
- Undertake a review and re-commissioning of Independent Visitor and Advocacy Services for children in care.
- Develop a placement support team to work with children looked after and foster carers where placements are fragile.
- Implement revised Care Planning, Placement and Review regulations.
- Strengthen the role and relationship of the Independent Reviewing Officer as a critical friend in care planning and review arrangements.
- Complete an audit in relation to placement stability and drift and delay to inform service development and deliver continuous improvement.
- Develop, in partnership with the Children in Care Council, a Welcome Pack for children who become looked after.
- Develop, published and annually reviewed the Short Break Care Statement for children with additional needs and their families.
- Deliver an annual training programme for social workers which focuses on the quality of care plans with an emphasis on the voice of the child being included in the process and underpinned this with regular practice clinics to embed learning.
- Implement bi-monthly performance clinics for managers which challenge and scrutinise performance in relation to assessments, care planning and review arrangements.

#### 4.12 Progress so far:

- The Care Planning Panel is fully established and embedded in practice. It also provides decision making in relation to emergency regulations of connected person placement, Residence Orders and Special Guardianship support and approves the match of permanent foster placement for young people aged 14 years and older. The membership of the Panel includes service managers responsible for safeguarding and services for looked after children as well as the Resource Manager and a Legal Advisor to enable appropriate packages of support to be determined.
- The independent visitor's service has been re-commissioned and a local provider was awarded the contract. Since the new contract has been in place, we have seen an increased number of children and young people being matched with Independent Visitors.

- Work is progressing with Children in Care Council to undertake a survey of all looked after children to ascertain their views in relation to their LAC review to inform service development.
- A variety of work has been undertaken in relation to improving care plans including training, review of the system and team development sessions.
- An audit of drift and delay in securing permanence for children has been completed and the recommendations arising from the findings implemented.
- The therapeutic/placement support team is working effectively and is evidencing impact and positive outcomes. This multi disciplinary team includes services provided by family support workers, CAMHS/clinician, play and filial therapists, the looked after nurse and an education, employment and training personal advisor.
- The team has provided all foster carers with attachment training aimed at supporting and improving the care provided to children and young people as foster carers will have an improved understanding of their needs.
- Performance Clinics are now well established and have been instrumental in improving and monitoring the performance across a range of activities.
- Annual training programme has been delivered and learning and evaluation from 2014/15 has lead to changes with the programme for 2015/16.

#### 4.13 Priorities for 2015/16:

- Work with the CICC to improve the looked after review arrangement for children and young people.
- Further develop the Therapeutic Service to ensure we have a highly skilled future workforce.
- Continue to monitor and improve care plans to ensure they are child and young person friendly, based on a thorough assessment of need and evidence young people involvement.
- Review support provided with Special Guardianship and Child Arrangement Orders to ensure they are meeting the needs of children and their carers and they are managed with the current financial constraints.

### **A First Class Education**

#### 4.14 What we said we would do:

- Ensure all children attend and receive the highest quality education to reach their potential.
- Improve standards in reading, writing and mathematics in Key Stage 1.
- Improve the rate of pupil progress from Key Stage 2 to Key Stage 4.
- Support all schools to ensure they are judged to be good or outstanding by December 2015.

- Close the achievement gap between looked after pupils and all other pupils.

#### 4.15 Progress so far:

- There continues to be no permanent exclusion of looked after children and young people. There was a slight increase in the use of fixed exclusion but this is still very low.
- Progress of children whilst in care is at least good with those children who are in care for two years or more making better progress.
- Year One phonics improved from 0% in 2013 to 43% in 2014 of children meeting the required threshold.
- Performance at Key Stage One improved to 75% of looked after children achieving the expected standard in reading, writing and maths in 2014 and further narrowed the gap between looked after children and their peers.
- Performance at Key Stage Two improved in all areas, with children looked after achieving well in reading (75%), writing (58%), maths (66%) and SPAG (50%).
- Achievement at Key Stage Four with children looked after achieving 5A\*-C including English and Maths fell to 19% but remains above the national average for all LAC.
- Those achieving five A\*-C rose to 37%, five A\*-G rose to 50% and one A\*-C rose to 75%.
- A strategy has been put in place to ensure the Pupil Premium Plus is used to effectively support to looked after children and young people to improve their attainment and achievements.
- The SEND reforms have been implemented and the authority has prioritised looked after children and young people with a statement for transfer to an Education, Health and Care plan.

#### 4.16 Priorities for 2015/16:

- Implement the strategy to ensure the use of Pupil Premium Plus includes an 'offer' of support for all children looked after and identifying dedicated support from the Psychology team to support learning.
- Implement a system for tracking the attainment of looked after pupils once the current National attainment levels have been removed.
- Deliver targeted reading/phonics support in Years One and Two.
- Provide additional tutoring for GCSE students especially in mathematics.

### **Promoting Health and Wellbeing**

#### 4.17 What we said we would do:

- Ensure that all looked after children receive an initial and review health assessments, are registered with a GP, Dentist and Optician and are up to date with their immunisations. They will have an appropriate;

dedicated health plan which is integrated within the child's looked after plan.

- Further embed the Strength and Difficulties Questionnaire, with a focus on young people's self reporting and we will ensure that any identified needs are met and services accessed in a timely way.
- Monitor and adapt the service specification with Tees Esk and Wear Valley NHS Trust in relation to child and adolescent mental health services to ensure it is meeting the needs of looked after children.
- Implement a training programme for foster carers and residential social care officers to ensure the emotional and mental health needs of looked after children are met.
- Consult with the Children in Care Council, children and young people looked after and care leavers to gather their views on how to further develop health promotion, advice and support.
- Further embed and improve the quality of health passport information in partnership with young people.
- Explore innovative ways of engaging the minority of young people who decline a health assessment.
- Ensure there is an assessment of the emotional needs of children being placed for adoption and this is considered in their adoption support plan.

#### 4.18 Progress so far:

- There have been significant improvements in the timeliness of initial health assessment for looked after children.
- Only three young people do not have an up to date dedicated health plan which is reviewed within appropriate timescales. These three young people have decline a formal health assessment but the dedicated looked after children nurse does engage with their carers to ensure all health needs are being appropriately met.
- The young inspectors have carried out a review of the services provided by the Looked After Children Nurse and made recommendation for service improvement which is being implemented.
- 99.1% of all children and young people who required a Strengths and Difficulties Assessment have one in place.
- The therapeutic multi-disciplinary team continues to provide positive interventions for children and young people. The team continue to be in demand particularly for play and filial therapy and the team unfortunately has a waiting list for interventions which is monitored fortnightly.

#### 4.19 Priorities for 2015/16:

- Review the services provided by the therapeutic team to ensure there is capacity to meet future demand particularly in relations to meeting the needs of adopted children and young people.

- Maintain performance in relation to young people accessing initial and review health assessments and ensure the health plans are of appropriate quality.
- Continue to engage with the small number of young people who decline health assessment to ensure there is a holistic assessment and plan to meet their needs.

### **Care Leavers**

#### 4.20 What we said we would do:

- Review and refresh from Care 2 Work Programme.
- Continue to encourage, support and facilitate young people to access further and higher education.
- Ensure all young people are able to stay with their foster carers beyond their 18<sup>th</sup> birthday.
- Develop and implement post 16 Personal Education Plans.
- Work with housing providers to ensure young people have access to permanent housing in an area of their choice and close to their support networks.
- Deliver support and training to ensure young people are equipped with the practical and financial skills needed in adulthood and that they have emotional support through their transitions.
- Provide opportunities for care leavers to inform and lead service development.
- Complete interviews with young people at key stages through their transition to adulthood.
- Benchmark local arrangements against the government's Care Leaver Strategy to ensure we are meeting their vision and aspirations

#### 4.21 Progress so far:

- The 'Care 2 Work' programme remains in place and five young people have had the opportunity to undertake an apprenticeship with Hartlepool Borough Council. Officers meet regularly to ensure all the apprentices are well supported and are achieving a minimum NVQ Level three qualification.
- All young people who want to stay with their foster carers following their 18<sup>th</sup> birthday have been able to do so. Hartlepool carers have embraced 'Staying Put' arrangements and continue to be committed to supporting young people into adulthood. Placements commissioned from Independent Fostering Agencies have been more problematic but we are working with Tees Valley Local Authorities as part of our regional framework agreement to resolve any issues.
- A preparation for adulthood training programme has been delivered with young people aimed at developing practical skills and providing advice and guidance in relation to responsibilities in adulthood.

- A weekly support group has been facilitated by workers within the Through Care Team which offers support and advice to young people who are living independently.
- The service continues to facilitate a fortnightly parent and child group which gives advice and support around parenting, the importance of play and build young parents' support networks and confidence.

4.22 Priorities for 2015/16:

- Improve the quality pathway plans by working with young people and developing the management information system to ensure the Pathway Plan document is more user friendly and ensure social workers are actively engaging children and young people in the development and review of their plans.
- Continue to facilitate care leavers group.
- Continue to encourage, support and facilitate young people to access further and higher education.
- Work with housing providers to ensure young people have access to permanent housing in an area of their choice and close to their support networks.
- Complete interviews with young people at key stages through their transition to adulthood and use the information provided to inform and shape service development.

## 5. RECOMMENDATIONS

- 5.1 Children Service Committee is asked to note the First Annual Review of the Children Looked After Strategy 2014 – 2017 and approve the priorities for 2015/16 contained within the report.

## 6. REASONS FOR RECOMMENDATIONS

- 6.1 The Children Looked After Strategy is a key document which provides the vision and priorities necessary to continue to achieve positive outcomes for children and young people looked after. The strategy provides a framework for continuous improvement in this area of statutory work.

## 7. BACKGROUND PAPERS

- 7.1 Children Looked After Strategy 2014/2017

## 8. CONTACT OFFICER

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# CHILDREN'S SERVICES COMMITTEE

16 June 2015



**Report of:** Director of Child and Adult Services

**Subject:** CHILDCARE SUFFICIENCY ASSESSMENT 2014 - 2015

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

Non key.

## 2. PURPOSE OF REPORT

- 2.1 Section 11 of the Childcare Act 2006 placed a duty on local authorities to publish a childcare sufficiency assessment on a three yearly cycle. The Childcare Act 2006 also set out a requirement for local authorities to publish an update of the childcare sufficiency assessment annually.
- 2.2 The Children and Families Act 2014 recently repealed Section 11 of the Childcare Act which means that there is no longer a requirement on the local authority to publish a Childcare Sufficiency Assessment. However it was felt that it would be useful to present to members an updated assessment for members to then decide if they wish information to be presented to them in the future.

## 3. BACKGROUND

- 3.1 The Childcare Act 2006 still requires local authorities to ensure that there is sufficient childcare to meet the needs of parents to enable them to make a real choice about training and work.
- 3.2 Hartlepool's Childcare Sufficiency Assessment provides an overall picture of the supply and need of childcare in the town which informs the council of any gaps in provision.

#### 4. DEFINITION OF SUFFICIENCY

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

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

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

## 5. **CHILDCARE SUFFICIENCY ASSESSMENT UPDATE DOCUMENT 2014-2015**

- 5.1 The attached document includes:
- Childcare supply
  - Occupancy
  - Quality
  - Extended School Provision
  - Comparison of childcare places
  - Free Nursery Entitlement

## 6. **KEY FINDINGS FROM THE CHILDCARE SUFFICIENCY ASSESSMENT UPDATE 2014 - 2014**

- 6.1 Comparison of childcare places 2013-14 against 2014-15

	No of active registered/ approved care schemes	Total number of registered/approved childcare places
2013 - 2014	132	3,212
2014 - 2015	126	3,045
Variance	-6	-167

## 7. **ACTIONS FOR 2015/16**

- 7.1 The implementation of the following actions, which have been identified through the assessment, will enable officers to be able to effectively manage the childcare market. Although it should be noted that managing the childcare market is very difficult as the majority of the childcare market is in the private sector and make decisions independently of the council:
- First Contact and Support Hub to work with existing and new providers to develop two year old provision particularly focusing on the most disadvantaged wards of the town;
  - To continue to support children with a disability to access childcare and to identify potential funding sources from a range of partners to support disabled children's access to childcare;
  - First Contact and Support Hub to continue to support parents with information re: out of schools childcare options and continue to support schools that are considering establishing childcare.
- 7.2 A particular focus for 2015/16 is the ongoing review of 2 year olds places to ensure need can be met.

## **8. RISK IMPLICATIONS**

- 8.1 The Childcare Act places a duty on LAs to manage the childcare market based on the findings of the Childcare Sufficiency Assessment. There is a risk that, if the findings from the childcare sufficiency assessment are not secure, the management of the market will not be effective. It must also be noted that the childcare market can change very quickly and the information provided in the update is only reliable for a short period of time.

## **9. RECOMMENDATIONS**

- 9.1 For the Children's Services Committee to approve the publication of the childcare sufficiency update 2014 -2015.
- 9.2 For members of the Children's Services Committee to decide if they would like childcare sufficiency reports to be presented annually.

## **10. REASONS FOR RECOMMENDATIONS**

- 10.1 To ensure the LA meets the duty to manage the childcare market.

## **11. CONTACT OFFICER**

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## **Hartlepool Borough Council**

### **Childcare Sufficiency Assessment**

**2014 - 2015**

**Acronyms List**

CSA	Childcare Sufficiency Assessment
FCSH	First Contact and Support Hub
FNE	Free Nursery Entitlement
FTE	Full time equivalent
HMRC	Her Majesty's Revenue and Customs
LA	Local Authority
PVI	Private Voluntary and Independent sector
SEN	Special Educational Need

## List of Definitions

**After school care:** registered or approved childcare that takes place after school has finished – usually between 3.00pm and 6.00pm term time only

**Approved childcare:** childcare run by a school on school site which does not have to be registered with Ofsted

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

**Childcare provider:** registered, unregistered or approved provider of childcare

**Childminder:** registered childcare provider that operates childcare in their own home on a self employed basis catering for a wide age range of children

**Daycare:** for the purposes of this report the registered provision of group-based childcare ('day nursery') for children aged under 5 years from early in the morning until early evening – usually between 7.30am and 6.00pm, 50+ weeks of the year

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

**Holiday care:** registered or approved childcare that operates each day of the school holidays – usually between 8.30am and 6.00pm

**Integrated care:** the care of children aged 3 and 4 years old before and/or after their free nursery entitlement – eg childcare on an afternoon following morning nursery session

**Free nursery entitlement:** statutory provision of 570 hours of free nursery education per year for all eligible children aged 2/3/ 4 years, often offered by schools as an am or pm session (term time only) and by private providers as part of their full daycare offer

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

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

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

**Tax credit:** administered by HMRC, a preferential tax rate offered to eligible individuals depending on a number of factors including hours worked and gross income earned; can include a Childcare Element with funding for up to 70% of registered childcare for parents that meet eligibility criteria

**Unregistered childcare:** childcare that operates for less than 2 hours per session or for a limited number of sessions in a year or cares for children aged over 8 years and therefore cannot be registered with Ofsted

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Childcare Sufficiency Assessment Annual Childcare Audit 2014-2015

## 1. Introduction

The Childcare Sufficiency Assessment (CSA) is a measurement of the nature, extent, need for and supply of childcare within the local area. It is intended to help the Local Authority (LA) identify where there are gaps in the childcare market and plan how to support the market to address them. The Childcare Act 2006 and the Early Education and Childcare: Statutory guidance for local authorities (September 2013) makes clear the role LAs must play in ensuring there is sufficient, affordable and flexible childcare that is responsive to parents' needs. The LA is only responsible for securing childcare for children aged 0-14 years (up to 18 years for disabled children) that meets the needs of parents in work or in training that may lead to work.

The process of managing the childcare market is a difficult one not least because the LA does not control the schools or the private, voluntary and independent (PVI) sector that provides the majority of childcare in the town. This report therefore provides the LA with essential detail on the supply of childcare in Hartlepool and makes clear any actions the LA needs to take to effectively manage the market.

## 2. Methodology

In order to prepare the 2014-15 interim assessment the following research methodology was used:

- An analysis of Ofsted childcare data was undertaken in October 2014. This data includes all childcare that is registered on the Early Years Register and on the Compulsory and Voluntary part of the Childcare Register. The LA has access to this information via a daily information feed from Ofsted into the First Contact and Support Hub (FCSH)
- An analysis of the availability and take up of Free Nursery Entitlement (FNE). October is a key headcount period for PVI and maintained early years providers with information collected on under 5s participation in FNE
- Collection of vacancy information from childcare providers in order to understand their occupancy levels compared to their available places.

*It should be noted that this analysis represents a brief snapshot in time and the childcare market is constantly changing. Providers tend to have low take up of places in the Autumn term (September) as children take up their full time school places but build their capacity as the year progresses.*

### 3. Context

Hartlepool is a small unitary authority on the North East coast of England. The overall population is c92,670 of which c17,760 are children aged 0-15 years (19.2%). Despite significant regeneration over the past twenty years the town continues to experience high levels of deprivation.

In November 2014:

- 4.8% of working age adults were claiming Job Seekers Allowance
- 9.4% of working age adults were claiming Employment Support Allowance or Incapacity Benefit <sup>1</sup>.

In addition, 33% of children and young people in Hartlepool are living in poverty <sup>2</sup>. Poverty varies from one ward to another and is as low as 6.6% in Rural West and as high as 42.05% in Headland and Harbour. 26.1% of children are eligible for a free school meal compared to the national average of 18.1%.

Such high levels of deprivation, sickness, disability and unemployment impact on the need for childcare in the town.

### 4. Childcare supply

The following tables provide a snapshot of Hartlepool's childcare supply in October 2014. It should be noted that childcare providers, available childcare places and vacancies change on a regular basis. There is often a difference between the numbers of registered/ approved childcare places compared to those that the childcare provider actually makes available to the public. This is often due to staffing availability or by provider choice in order to maintain levels of quality.

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<sup>1</sup> <http://www.nomisweb.co.uk/reports>

<sup>2</sup> The English Indices of Deprivation 2010, Department for Communities and Local government, March 2011

<b>Carescheme type</b>	<b>Number of active carescheme providers</b>	<b>Number of registered/ approved childcare places</b>	<b>Number of places actually offered by childcare providers</b>	<b>Range in cost of care</b>
<b>Childminder</b>	59	354	288	£3.50 - £6.00 per hour
<b>Daycare (nursery)</b>	16	870	815	£30.00 - £36.50 per day
<b>Holiday care (excludes ad hoc play schemes)</b>	8	430	355	£18.00 - £36.50 a day
<b>Before school care</b>	23	724	724	50p - £7.00 per session
<b>After school care</b>	19	655	602	50p - £21.00 per session
<b>Sessional (ie playgroup)</b>	1	12	12	£7.00 per session
<b>Total</b>	126	3045	2796	

***Table 1 Carescheme types, available childcare places, cost of care, October 2014***

**NB.** Currently there are 59 active childminders in Hartlepool however only 57 responded to the research project.

	<b>Weekend care</b>	<b>Pre 7.30am</b>	<b>After 6pm</b>	<b>Overnight care</b>	<b>Bank Holiday</b>	<b>Professional Dev (PD) days</b>
<b>Total number of care scheme providers</b>	6	6	8	6	14	73

***Table 2 Childcare outside of the 9am to 5pm, October 2014***

Ward	Childminder	Daycare	Before School	After School	Holiday	Playgroup
Hart	10	0	1	1	0	0
De Bruce	1	2	3	2	1	0
Jesmond	8	2	2	2	1	0
Victoria	6	4	2	2	2	0
Burn Valley	9	1	1	0	0	0
Rural West	4	1	1	1	0	0
Foggy Furze	6	1	2	4	2	0
Manor House	5	3	4	2	1	0
Fens and Rossmere	9	0	3	2	0	0
Headland and Harbour	1	1	3	3	1	1
Seaton	0	1	1	0	0	0
<b>TOTAL</b>	59	16	23	19	8	1

***Table 3 Carescheme types by ward, October 2014***

## 5. Occupancy

Careschemes that are registered by Ofsted have an agreed number of childcare places that can be made available. Some providers offer less places than Ofsted allows. The following table provides a snapshot of Hartlepool's childcare occupancy levels in October 2014 and gives an indication of available vacancies. It should be noted that carescheme vacancies change on a regular basis and that ***not all providers responded to the survey.***

<b>Carescheme type</b>	<b>0-20% occupancy level</b>	<b>21-40% occupancy level</b>	<b>41-60% occupancy level</b>	<b>61-80% occupancy level</b>	<b>81-100% occupancy level</b>
<b>Childminder</b>	3	3	13	15	23
<b>Daycare (Nursery)</b>	0	3	6	6	1
<b>Holiday care (excludes and ad hoc play schemes)</b>	1	1	2	1	1
<b>Before school care</b>	0	0	1	3	6
<b>After school care</b>	2	0	4	4	6
<b>Wraparound care</b>	6	5	12	26	23
<b>Sessional (i.e playgroup)</b>				1	

***Table 4 Carescheme Occupancy Levels, October 2014***

## **6. Quality**

Ofsted inspects relevant schools and childcare settings. The following table shows the available inspection results as at October 2014

<b>Setting type</b>	<b>Outstanding</b>	<b>Good</b>	<b>Satisfactory*</b>	<b>Requires Improvement*</b>	<b>Only registration visit carried out</b>
<b>Childminders</b>	6	44	6	2	1
<b>Daycare</b>	3	9	0	1	3
<b>Sessional care</b>	0	0	1	0	0
<b>Holiday care</b>	3	3	0	0	2
<b>Before school</b>	4	17	0	0	2
<b>After school</b>	7	8	1	0	3

***Table 5 Ofsted Carescheme Inspection Results, October 2014***

***\* There is no longer a 'satisfactory' Ofsted grading therefore this relates to inspections carried out before the changes which have not had an updated inspection yet.***

In some settings there has been an improvement in quality. The market has a higher proportion of good and outstanding providers. The evidence indicates:

- 10% of registered childminders are graded outstanding.
- 75% of registered childminders are graded good.
- 19% of registered daycare providers are graded outstanding.
- 57% of registered daycare providers are graded good.

## 7. Extended School provision

There are 4 secondary schools, 30 primary schools (of which 4 are academies) and 2 special schools in Hartlepool. All schools in Hartlepool are Extended Schools providing services to children, families and the wider community beyond the school day. 18 primary schools in the town provide childcare including before, after, holiday and/or integrated care. In addition a wide range of extended services are available outside of the school day and many parents take advantage of this provision in order to support their childcare choices.

## 8. Comparison of childcare places

Table 6 shows the development of the market from 2007 through to 2014. In summary there has been a reduction in careschemes in 2014-15 however the number of places remains relatively stable.

	No of active care – schemes	Total number childcare places	No of child-minders/ no of places	No of daycare providers/ no of places	No of holiday providers/ no of places	No of before school providers/ no of places	No of after school providers/ no of places	No of sessional care providers/ no of places
2007/2008	157	2,538	97/414	16/759	8/252	20/331	10/656	1/66
2008/2009	136	2,342	67/346	13/698	14/231	15/331	22/626	2/66
2009/2010	139	2,799	55/304	13/698	11/334	27/640	25/701	4/68
2010/2011	144	2,692	64/354	13/691	7/280	27/594	26/699	1/16
2011/2012	147	2,596	77/462	16/879	9/256	19/413	18/478	1/16
2012/2013	120	2,593	59/315	15/809	9/350	19/553	17/556	1/10
2013/2014	132	3,212	63/363	14/839	7/309	27/918	20/773	1/10
2014/2015	126	3,045	59/288	16/815	8/355	23/724	19/602	1/12

**Table 6 Comparison of childcare places 2007 – 2014**

## 9. Free Nursery Entitlement (FNE)

### Two Year Old Free Nursery Entitlement

Hartlepool has been delivering free nursery entitlement places for the past six financial years to the most vulnerable two year old children. The statutory duty to deliver two year old places commenced on the 1<sup>st</sup> September 2013. In 2013/14 eligible children were from the 20% most income deprived families – this was estimated to be approximately 400 eligible children in Hartlepool using this criteria. In 2014/15 eligibility was extended to the 40% most vulnerable families which included those on a low income. Places are now available to families that are working but on a low income, children in foster care, children looked after, children under special guardianship, adopted children, children with additional needs bringing the total estimated number of eligible two year old places in Hartlepool to 694. Places must be allocated to eligible two year old children the term *after* their second birthday. Discretion remains with the LA to fund a childcare place outside this criteria.

WARD	No of careschemes currently taking 2 year old funded children (October 2014)				No of 2 year old placed	Proposed new two year old careschemes providers	No of proposed new places
	SCHOOLS	DAYCARE	CHILDMINDERS	PLAYGROUP			
HART	0	0	2	0	3	0	0
*DE BRUCE	1	2	0	0	64	0	0
*JESMOND	1	2	1	0	74	0	0
*VICTORIA	1	3	1	0	80	0	0
*BURN VALLEY	1	2	3	0	84	0	0
RURAL WEST	0	1	0	0	4	0	0
*FOGGY FURZE	0	1	2	0	19	0	0
*MANOR HOUSE	2	2	0	0	97	1	15
*FENS AND ROSSMERE	1	0	2	0	21	1	16
*HEADLAND & HARBOUR	0	1	1	1	38	0	0
SEATON	0	1	0	0	16	0	0
TOTAL	7	15	12	1	500	2	31

**Table 7 Current and proposed two year old free nursery entitlement provision, October 2014**

Wards marked \* have higher levels of disadvantage and therefore may have a higher demand for two year old places.

More and more childminders are participating in delivering two year old places now they are no longer needing to be approved by the LA.

### Three and Four Year Old Free Nursery Entitlement

Every eligible 3 or 4 year old child has access to 570 hours of FNE across the year in either a maintained or approved setting. Children are eligible for a place the term *after* their third birthday. In October 2014 15 schools were fully flexible in delivering their FNE and 11 offered flexi sessions where parents can adjust their nursery care to suit their family needs.

Table 8 shows the take up of free nursery entitlement in both the maintained and PVI sectors. Traditionally parents have used maintained providers for FNE as attendance at a school nursery is thought to aid transition into full time school, however some parents prefer PVI providers to provide the service as they can top up their free hours with paid for care.

	No of children taking up an FNE place in the maintained sector	No of children taking up an FNE place in the PVI sector
<b>2007-2008</b>	*1,383	*135
<b>2008-2009</b>	977	88
<b>2009-2010</b>	1,010	80
<b>2010-2011</b>	1,002	92
<b>2011-2012</b>	1,037	86
<b>2012-2013</b>	1,073	82
<b>2013-2014</b>	1,126	109
<b>2014 -2015</b>	1,075	106

**Table 8 Comparison of Free Nursery Entitlement places 2007 - 2014**

\*High numbers during 2007-2008 include 4 year old children that were still accessing FNE. This later changed so that 4 year old children are now in full time school in the September after their 4<sup>th</sup> birthday.

### 10. Anticipated changes in childcare places from October 2014 onwards

Local information confirms the following changes are anticipated within the childcare market in Hartlepool over the coming months:

- In addition to the existing 9 schools taking two year old children (Ad Astra/ West View, Rossmere, St John Vianney RC, Grange, Eskdale/ Owton Manor, Stranton, Brougham, Lynnfield and Golden Flatts Primary Schools) , a further 2 schools are working with the LA to develop provision (Barnard Grove, and St Aidan's C of E Primary Schools).
- A private provider is working with the LA to develop two year old childcare provision – in the Fens and Rossmere ward.

- A private provider is working with the LA to open a new nursery for two year olds – Victoria ward.
- An increasingly challenging economic climate is resulting in more parents out of work or taking up part time work and therefore no longer require a full time childcare place. More parents are looking for informal childcare in order to save money. This has an impact on the childcare providers, the places that they offer and the sustainability of their business.

## 11. Childcare market gaps and actions

Based on enquiries into FCSH the following childcare market gaps have been identified:

### (i) Two year old childcare

The statutory provision of the new Two Year Old FNE offer means that new provision will need to be developed in some communities in order to meet local demand. These communities include some of the most disadvantaged areas of the town including the Belle Vue, Oxford Road, Stranton, Manor House, Foggy Furze, Hart \ De Bruce, Fens and Rossmere areas. Areas where we have high numbers of two year old childcare places will need to be monitored and where they begin to reach capacity, the opportunity to increase their provision will need to be explored. Whilst many childcare providers (including day nurseries and childminders) offer transport, most parents want their child to access their provision within their local area.

**Action – FCSH to work with existing and new providers to develop two year old provision in the areas identified in Table 7 paying particular attention to the most disadvantaged wards of the town.**

### (ii) Childcare for children with a disability

Generally, there are enough childcare places to match parental demand. Much work has been achieved to support parents and childcare providers with training, confidence and trust. However, the cost of care for a disabled child remains above the cost of standard care and finding suitable ways to fund this continues to prove challenging.

**Action – to continue to support children with a disability to access childcare. To identify potential funding sources from a range of partners to support disabled children's access to childcare.**

(iii) Affordability of childcare

The Family and Childcare Trust publish an annual *Childcare Costs Survey*<sup>3</sup>. Their research shows that the cost of childcare is a very important factor when choosing a provider. Nationally -

- A full time daycare place costs on average £184.40 per week for a child under 2.
- A childminder place costs on average £166.40 for a child under 2.
- The average cost of an after school club is £48.18 per week.

In Hartlepool, childcare prices vary considerably from provider to provider for a range of reasons.

	<b>Average cost in 2012 – 2013 Per week</b>	<b>Average cost in 2013 – 2014 Per week</b>	<b>Average cost in 2014 – 2015 Per week</b>
<b>Daycare</b>	£173 - £210	£125 - £180	£125 - £180
<b>Holiday care</b>	£75 - £150	£90 - £135	£90-£182.50
<b>After School Care</b>	£2.50 -£90	£2.50 - £87.50	£2.50 - £105
<b>Before School care</b>	£2.50 - £42.50	£2.50 - £16.25	£2.50-£35

***Table 9 Cost of Childcare in Hartlepool 2012- 2014***

The possible reasons for a variant in the prices may be due to some provider's maintaining their prices or no longer offering the service due to lack of demand.

Whilst HMRC Tax Credits offer up to 70% funding to eligible parents national figures show that there are still a significant number of parents not getting the childcare money they are entitled to. From April 2016 Universal Credit will replace the majority of in and out of work benefits and will include support of up to 85% of eligible childcare costs.

**Action – for FCSH to continue to promote Tax Credits to families and in particular the childcare element. To make parents aware of other funding sources that can support the cost of childcare.**

(iv) Availability of before and after school care

Unfair distribution of before and after school care across the town – some schools offer it and some don't

<sup>3</sup> Childcare Costs Survey 2015, Family and Childcare Trust.

Many parents do not understand why some schools offer childcare and some schools don't. The majority of schools in Hartlepool have trialled before and after school care at some point in the past five years. Those that have demand continue to offer the service. There are PVI out of school providers that will collect children from all schools in the town and care for them until their parents collect.

**Action – FCSH to continue to support parents with information on out of school childcare options; continue to support schools that are considering establishing childcare.**

## 12. Final Comments

Childcare in Hartlepool continues to be a strong market. With 125 carescheme providers registered to deliver 3,045 childcare places it fulfils a vital role for those parents that train and work. Whilst it is impossible to ensure every parent is accommodated according to their specific needs, generally childcare in Hartlepool meets the needs of parents with dependent children. Where it does not the First Contact and Support Hub strives hard to come up with practical solutions.

The government's offer of a free place to every eligible two year old child has resulted in a need for some new places. FCSH continues to carefully manage this process ensuring that existing providers are not adversely affected whilst at the same time meeting the needs of eligible parents.

The government's Welfare Reform agenda has seen significant changes to benefits for families on a low income. FCSH has first hand experience of the impact of welfare reform on families. The impact of Universal Credit remains to be seen. Evidence shows that more and more parents resort to informal childcare in order to save money. A further consequence of welfare reform could mean that more two year old children in Hartlepool may become eligible for a free FNE place on the basis of their families income.

For more information about the childcare market in Hartlepool contact Penny Thompson or Lorraine Hutchinson. If you would like copies of any of the previous CSAs please contact FCSH on 01429 284284 alternatively email [fcsh@hartlepool.gov.uk](mailto:fcsh@hartlepool.gov.uk).

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[lorraine.hutchinson@hartlepool.gov.uk](mailto:lorraine.hutchinson@hartlepool.gov.uk)

## Appendices

### Childcare Sufficiency Assessment Annual Childcare Audit 2014-15

Hartlepool Borough Council has a duty to undertake an annual childcare audit. The purpose of the audit is to gain comprehensive information on the supply of childcare in Hartlepool. Please complete the survey below. **If you offer more than one childcare service then you need to fill in a separate form for each.** Your responses will be used to update The First Contact and Support Hub database and The Directory. Your response will remain anonymous and you will not be named within the childcare sufficiency report. It will also be included in the next Childcare Sufficiency Assessment. Please return completed surveys using the prepaid envelope enclosed no later than **8<sup>th</sup> November 2014**. For more information on childcare sufficiency contact Lorraine Hutchinson Business Support Officer, 01429 523195 / email [lorraine.hutchinson@hartlepool.gov.uk](mailto:lorraine.hutchinson@hartlepool.gov.uk)

**Please check the label below and make any necessary amendments.**

Insert mailing label here

**1. Please tell us what type of childcare you offer (circle all that apply) -**

registered childminder	day nursery	before school club
after school club	holiday club	'wraparound' / integrated care
playgroup	other .....	

**2. Your OFSTED grade is:**

**3. Registered/ approved to deliver a maximum of ☐ childcare places.**

**4. For a number of reasons we/ I choose to make available ☐ childcare places.**

**5. We/ I offer childcare in the following age ranges:**

By age range	0-2 years	3-5 years	5-8 years	8+ years
Total number of registered/ approved childcare places				

**Please Turn Over**

**6. We/ I offer childcare at the following times:**

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Open							
Close							

**I am/ we are open -**

school PD days

weekends

term time only

Bank Holidays

overnight

week days only

**7. We/ I estimate our occupancy levels to be approximately %.****8. We/ I currently have a waiting list. Yes / No****9. We/ I currently have vacancies. Yes / No**

By age range	0–2 years		3-5 years		5-8 years		8+ years	
Vacancies	AM	PM	AM	PM	AM	PM	AM	PM
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								
Sunday								

\*please amend this table as appropriate

**10. Charges for childcare are as follows -**

£..... per hour

£.....per session

£.....per day

£.....per week

Thank you for taking the time to complete this questionnaire – your input is appreciated.

Completed questionnaires should be returned by **8<sup>th</sup> November 2014** using the reply paid envelope enclosed.

# CHILDREN'S SERVICES COMMITTEE

16<sup>th</sup> June 2015



**Report of:** Director, Child and Adult Services

**Subject:** HARTLEPOOL ENGINEERING MASTERCLASSES

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

For information.

## 2. PURPOSE OF REPORT

- 2.1 To provide elected members with information about the inaugural series of Engineering Masterclasses being hosted in Hartlepool in June 2015.

## 3. BACKGROUND

- 3.1 Labour market data and information report local, regional and national difficulties in recruiting young people into academic and training pathways in the shortage areas of science, technology, engineering and mathematics (STEM). Hartlepool's Education Commission has reported on this too, and has made recommendations to improve the wider curriculum offer in STEM related subject areas.
- 3.2 The Royal Institution (Ri) has been organising Masterclasses in the areas of applied engineering and mathematics for some years. These happen all over the country, the nearest to Hartlepool being Newcastle. The purpose of Ri Masterclasses is to enthuse high-performing Year 9 students (13-14 year-olds) by providing opportunities for them to engage in hands-on problem-solving activities led by trained, enthusiastic professionals from the relevant fields. The activities are carefully chosen to stimulate and engage young people, and to provide an insight into the kinds of job opportunities available in STEM, and thus to improve recruitment in STEM related subject areas at GCSE, post-16 and post-18.
- 3.3 Masterclasses are held on Saturday mornings so as not to disrupt students' school routines.

- 3.4 Presenters and hosting organisations give their time and facilities free of charge. There will be some small items of expenditure, for example travel expenses for presenters travelling from afar, practical materials for the hands-on sessions, and transport to Newcastle for the final Celebration Event. It is projected that these expenses will total in the region of £500 for all six Masterclass events. These costs will be paid for from the Education budget. There will be no charge to the students or their families for attending the Masterclasses.
- 3.3 The Ri have been exploring a 'host' for the Tees Valley for some time. Negotiations and planning activities have taken place in Hartlepool to enable the first ever series to be hosted here this year. The planning group includes representatives from the School Improvement Team, the Ri and two major local employers, EDF Power Station and Hart Biologicals. These employers have given permission for their premises to be used to host this year's Masterclasses free of charge.
- 3.4 All Hartlepool secondary schools have been contacted to nominate suitable Year 9 students for the programme. Copies of the information letters for schools, students and parents/carers have been included in this report at **Appendix 1**. These letters provide further details of the events, including the dates.
- 3.5 The first Hartlepool Engineering Masterclass is scheduled for Saturday 6<sup>th</sup> June 2015 at the EDF Power Station in Hartlepool. The final Masterclass is a regional celebration event, hosted at Northumbria University on Saturday 11<sup>th</sup> July 2015, where Hartlepool students will share their experiences with other Year 9 students from across the north-east who have attended other Masterclass series.

#### 4. **RECOMMENDATIONS**

- 4.1 Committee to note the contents of this report and to request an evaluation of the series, to be reported early in the next academic year.

#### 5. **BACKGROUND PAPERS**

- 5.1 See attached information letters shared with Hartlepool schools, Year 9 students and parents/carers.

#### 6. **CONTACT OFFICER**

Mark Patton  
 Assistant Director (Education, Learning & Skills)  
 Tel: (01429) 523767  
 Email: [mark.patton@hartlepool.gov.uk](mailto:mark.patton@hartlepool.gov.uk)



**The Royal Institution**  
Science Lives Here



## ENGINEERING MASTERCLASSES FOR YEAR 9 PUPILS

**EDF Power Station & Hart Biologicals, Hartlepool**

Saturdays June 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>, July 4<sup>th</sup> 2015

**Celebration Event at Northumbria University 11<sup>th</sup> July 2015**

### Aims

- To increase young people's awareness of engineering: its nature, challenge, scope and variety.
- To excite and inspire them through the personal dynamic of delivery by practising engineers.
- To give experience of decision-making and collaborative working on practical engineering tasks.
- To explore engineering's pivotal role in a developing world, plus its societal and ethical implications.

### Target group

Students in Year 9 in 2014/2015 who are academically able and judged to have suitable potential and interest in the classes. They should be in the top few per cent of the population in terms of ability, but not necessarily as measured by examination success. Students likely to benefit and enjoy the Masterclasses most will probably have already demonstrated aptitude or particular interest in one or more of science, technology and mathematics.

### Typical personal profile

Participants need enthusiasm, persistence and resilience as much as ability. The trial and error nature of some of the projects will require a combination of determination and ingenuity, so sticking power will be needed if initial designs don't quite go to plan.

### Masterclass format

The Masterclasses usually take the form of short lectures and discussion interspersed with small group practical work. The engineer-presenter is supported by a number of teacher-helpers who will provide practical assistance during hands-on activities and circulate generally to offer help and advice. Students will be issued with notes that they are encouraged to take away with them at the end of each morning session for further review and consolidation. See the note below regarding the Celebration Event at the end of the five Masterclasses.

### Dates, times and places

Students will attend five Masterclasses after the summer half-term break. The Masterclasses will be held on Saturdays on the dates above. All sessions start at 10.00 am prompt and finish at 12.30 pm. Students should arrive at 9.45 am on the first day for registration. Students will be expected to make their own way to either the EDF power station or to Hart Biologicals. Full address and contact details for the venues will be provided closer to the time.

**Attendance:** acceptance of the invitation implies commitment to full attendance of all six events.

### Equipment needed (and to be brought to all Masterclasses)

1. Notebook and ball-point pens, or pencils, with at least two different colours.
2. Geometrical instruments: ruler, compasses, protractor, scientific calculator.
3. A drink and snack may be brought for the mid-morning break.

### Final event

The final Masterclass session (July 11<sup>th</sup>) will be a regional celebration event held at Northumbria University in Newcastle. We will organise transport for this event for the students and a family member. Further details will be provided closer to the time.



**The Royal Institution**  
Science Lives Here



## ENGINEERING MASTERCLASSES FOR YEAR 9 PUPILS

**EDF Power Station & Hart Biologicals, Hartlepool**

Saturdays June 6<sup>th</sup>, 13<sup>th</sup>, 20<sup>th</sup>, 27<sup>th</sup>, July 4<sup>th</sup> 2015

**Celebration Event at Northumbria University 11<sup>th</sup> July 2015**

May 2015

Dear Head of Science

Hartlepool Borough Council, in conjunction with the Royal Institution of Great Britain, is pleased to announce an Engineering Masterclass series for the very first time in Hartlepool. This is a fantastic opportunity for a select group of 30 Year 9 students to experience, **absolutely free of charge**, an in-depth introduction to engineering. The classes are led by practising engineers from industry and academia. They will combine theory with practical hands-on activities. We aim to challenge the brightest of the bright, open their eyes to the world of engineering and encourage them to pursue STEM subjects beyond their GCSE years.

I would like to invite you to nominate students to attend the Saturday morning Engineering Masterclasses at the venues and dates listed at the top of this letter. Students are required to commit to attend all six Masterclasses. We will organise transport to and from Northumbria University in Newcastle for the celebration event, but parents/carers are responsible for organising transport arrangements for the Masterclasses held in Hartlepool.

I am attaching a sheet of information about the Masterclasses and an nomination form. Please duplicate them as necessary and distribute them to interested students in the right age band (Year 9 in 2014/2015) who meet the criteria.

### Target Group

We require pupils in Year 9 in 2014/2015 who are academically able and judged to have potential and interest in the Masterclasses. They should in the top few percent of the population in terms of ability. This need not necessarily be measured by examination success but a keen interest in technical project work, science and maths is required. They must be able to work in teams effectively with students from other schools in Hartlepool, and should be committed to attend all six Masterclasses.

Pupils attending the Masterclasses do not need to be accompanied by a member of staff from their school. However, we will be preparing a rota of **teachers to help at each class** and it would be of great benefit to include some of those teachers who have nominated pupils. I would be grateful if you would let me know (on the enclosed sheet) the names and contact details of any of your staff who would like to help and support one or more the Masterclasses on any of the dates above.

I look forward to receiving your completed nomination summary and forms. Please return by **Friday 22<sup>nd</sup> May** to the email address below. In the meantime, please get in touch with any immediate queries.

Yours sincerely

Mark Patton  
Assistant Director Education, Learning & Skills

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m: 07717 100 577  
e: [mark.patton@hartlepool.gov.uk](mailto:mark.patton@hartlepool.gov.uk)



# CHILDREN'S SERVICES COMMITTEE

16 June 2015



**Report of:** Director of Child and Adult Services

**Subject:** RECONSTITUTION OF SCHOOL GOVERNING BODIES OF MAINTAINED SCHOOLS

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key.

## 2. PURPOSE OF REPORT

To seek approval of the Children's Services Committee to the reconstitution of the Governing Bodies and the Instruments of Government of Maintained Schools in accordance with the School Governance (Constitution) (England) Regulations 2012 as amended by the School Governance (Constitution and Federation) (England) (Amendment) Regulations 2014.

## 3. BACKGROUND

3.1 Reports were presented to the Children's Services Committee on 11<sup>th</sup> February and 9<sup>th</sup> July 2014 which outlined an initial consultation and subsequent approval by the Department for Education (DfE) of new legislation relating to school governance. Under the new legislation all governing bodies of maintained schools and federations of maintained schools in England are required to re-constitute under the 2012 School Governance Regulations by September 2015. Under the Constitution Regulations a number of changes relating to the make-up of Governing Bodies and the process of appointment of Governors have been introduced. These include:

- A change in the minimum number of Governors from 9 to 7
- Community Governors are replaced by a new category of Co-opted Governor
- There must be at least 2 Parent Governors
- Only 1 Staff Governor in addition to the Head Teacher (although additional staff can be appointed as Co-opted Governors but when

counted with one staff Governor and the Head Teacher must not exceed one-third of the total Membership of the Governing Body

- Only 1 Local Authority Governor nominated by the Local Authority but appointed by the Governing Body, whereas previously they were appointed by the Local Authority. In nominating Governors, account should be taken of the skills required by the Governing Body.

- 3.3 Since the introduction of the new legislation schools and colleges have been giving consideration to the re-constitution of their Governing Bodies taking account of these changes and restrictions around Governor categories and the skills required to deliver effective governance.

#### 4. PROPOSALS

- 4.1 Revised constitutions for the following schools have been received following approval by their respective Governing Bodies and, where appropriate, Diocese and Parish Councils. Copies of the respective Instruments of Government are attached as **Appendix 1** to this report.

- Barnard Grove Primary School
- Clavering Primary School
- Golden Flatts Primary School
- Grange Primary School
- Greatham CE Voluntary Controlled Primary School
- Holy Trinity CE Voluntary Aided Primary School
- Jesmond Gardens Primary School
- Kingsley Primary School
- Lynnfield Primary School
- Rift House Primary School
- Sacred Heart RC Primary School
- Springwell Primary School
- St Aidan's CE Voluntary Aided Memorial Primary School
- St Bega's RC Primary School
- St Cuthbert's RC Primary School
- St Helen's Primary School
- St John Vianney RC Primary School
- St Joseph's RC Primary School
- St Teresa's RC Primary School
- Ward Jackson CE Voluntary Aided Primary School

#### 5. RECOMMENDATION

To formally approve the reconstitution of the Governing Bodies of the above Primary Schools under the School Governance (Constitution and Federation) (England) (Amendment) Regulations and the revised Instruments of Government in accordance with the details set out in the attached **Appendix 1**.

## 6. REASONS FOR RECOMMENDATIONS

The reconstitution proposals will improve the effectiveness of the Governing Bodies and are in line with the requirements for all Governing Bodies to be reconstituted under the revised legislation before 31<sup>st</sup> August 2015.

## 7. CONTACT OFFICERS

Ann Turner/Derek Gouldburn  
Governor Support Officers  
Child & Adult Services

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[derek.gouldburn@hartlepool.gov.uk](mailto:derek.gouldburn@hartlepool.gov.uk)



## **INSTRUMENT OF GOVERNMENT**

### **BARNARD GROVE PRIMARY SCHOOL**

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1. The name of the school is: Barnard Grove Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of Barnard Grove Primary School"
4. The governing body shall consist of:
  - a. 4 parent governors
  - b. 1 LA governors
  - c. 1 staff governors
  - d. 1 headteacher
  - e. 7 co-opted governors
5. Total number of governors 14
6. This instrument of government comes into effect on 1<sup>st</sup> September 2015
7. This instrument was made by order of Hartlepool Local Authority on  
.....
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



## **INSTRUMENT OF GOVERNMENT**

### **CLAVERING PRIMARY SCHOOL**

---

1. The name of the school is: Clavering Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of Clavering Primary School"
4. The governing body shall consist of:
  - a. 3 parent governors
  - b. 1 LA governor
  - c. 1 staff governor
  - d. 1 headteacher
  - e. 4 co-opted governors
5. Total number of governors 10
6. This instrument of government comes into effect on 1<sup>st</sup> September 2015
7. This instrument was made by order of Hartlepool Local Authority on
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



## **INSTRUMENT OF GOVERNMENT**

### **GOLDEN FLATTS PRIMARY SCHOOL**

---

1. The name of the school is: Golden Flatts Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of Golden Flatts Primary School"
4. The governing body shall consist of:
  - a. 3 parent governors
  - b. 1 LA governors
  - c. 1 staff governors
  - d. 1 headteacher
  - e. 5 co-opted governors
5. Total number of governors 11
6. This instrument of government comes into effect on 1<sup>st</sup> July 2015
7. This instrument was made by order of Hartlepool Local Authority on  
.....
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).

## **INSTRUMENT OF GOVERNMENT**

### **GRANGE PRIMARY SCHOOL**

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1. The name of the school is: Clavering Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of Grange Primary School"
4. The governing body shall consist of:
  - a. 3 parent governors;
  - b. 1 LA governor;
  - c. 1 staff governor
  - d. 1 Headteacher
  - e. 6 Co-opted governors
5. Total number of governors 12
6. The term of office for Parent Governors is two years
7. This instrument of government comes into effect on 1<sup>st</sup> September, 2015
8. This instrument was made by order of Hartlepool Local Authority on
9. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



**INSTRUMENT OF GOVERNMENT**  
**THE DIOCESE OF DURHAM**  
**GREATHAM CHURCH OF ENGLAND**  
**VOLUNTARY CONTROLLED PRIMARY SCHOOL**



1. The name of the school is: GREATHAM CHURCH OF ENGLAND VOLUNTARY CONTROLLED PRIMARY SCHOOL.
2. The school is a voluntary controlled school.
3. The name of the governing body is "The governing body of Greatham Church of England Voluntary Controlled Primary School.
4. The governing body shall consist of:
  - a. 2 parent governors
  - b. 1 LA governor
  - c. 1 staff governor
  - d. 1 Headteacher
  - e. 3 co-opted governors
  - g. 2 foundation governors (including 1 ex officio)
5. Total number of governors (10)
6. Foundation Governors shall be appointed by the Durham Diocesan Board of Education after consultation with the Parochial Church Council of the Parish of Greatham.
- 7 a) The holder of the following office shall be a foundation governor ex officio:-
  - The incumbent or Priest in charge for the time being of the Parish of Greatham.
  - b) The Durham Diocesan Board of Education, in consultation with the Archdeacon of the Archdeaconry within which the school is situated , shall appoint a Foundation Governor, to act in the place of the ex officio Foundation Governor whose governorship derives from the office named in (a) above, in the event that the ex-officio Foundation Governor is unable or unwilling to act as a Foundation Governor, or has been



## INSTRUMENT OF GOVERNMENT

removed from office under regulation 21(1) of the Regulations or there is a vacancy in the office by virtue of which his governorship exists.

8. The Director of Education for the Diocese of Durham shall be entitled to request the removal of any ex-officio Foundation Governor and to appoint any substitute governor.
9. The School Trust deed is dated 1836 and is kept at the Public Records Office, Kew and a copy is on display in school.
10. 'Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils.'

11. This instrument of government comes into effect on 1<sup>st</sup> September 2015
12. This instrument was made by order of Hartlepool Local Education Authority on .....
13. A copy of the instrument must be supplied to every member of the governor body (and the Headteacher if not a governor), any trustees and to the appropriate religious body.



**INSTRUMENT OF GOVERNMENT**  
**THE DIOCESE OF DURHAM**  
**HOLY TRINITY CHURCH OF ENGLAND AIDED**  
**PRIMARY SCHOOL**



1. The Name of the School is Holy Trinity Church of England (Voluntary Aided ) Primary School
2. The school is a voluntary aided school.
3. The name of the Governing Body is the "The Governing body of Holy Trinity Church of England (Voluntary Aided) Primary School.
4. The governing body shall consist of:
  - a) 2 Parent Governors
  - b) 1 LA Governor
  - c) 1 HeadTeacher
  - d) 1 Staff Governor
  - e) 7 Foundation Governors,
5. Total number of governors 12.
6. ONE Foundation Governor shall be ex officio as set out in paragraph 7a.

THREE Foundation Governors shall be appointed by the Durham Diocesan Board of Education after consultation with the Parochial Church Council (PCC) OF Holy Trinity Church Seaton Carew.

THREE Foundation Governors shall be appointed by the Parochial Church Council (PCC) of Holy Trinity Church, Seaton Carew.

The term of office for each category of Governors will be three years

7.
  - a) The holder of the following office shall be a foundation governor ex officio: The Incumbent or Priest in Charge (for the time being) of the Parish of Seaton Carew.
  - b) The Durham Diocesan Board of Education, in consultation with the Archdeacon of the Archdeaconry within which the school is situated, shall appoint a Foundation Governor, to act in the place of the ex officio Foundation Governor whose governorship derives from the office named in (a) above, in the event that the ex-officio



## INSTRUMENT OF GOVERNMENT

Foundation Governor is unable or unwilling to act as a Foundation Governor, or has been removed from office under regulation 21(1) of the Regulations or there is a vacancy in the office by virtue of which his governorship exists.

8. The Director of Education for the Diocese of Durham shall be entitled to request the removal of any ex officio foundation governor and to appoint any substitute governor.
9. The Foundation Governors are the Trustees of the School.
10. The term of office for each category of Governors is **THREE** years.
11. "Recognising its historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level. The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils."
12. This instrument of government comes into effect on 1<sup>st</sup> September 2015
13. This instrument was made by order HARTLEPOOL LOCAL AUTHORITY on

## **INSTRUMENT OF GOVERNMENT**

### **JESMOND GARDENS PRIMARY SCHOOL**

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1. The name of the school is: Jesmond Gardens Primary School
2. The school is a community School.
3. The name of the governing body is the "The governing body of Jesmond Gardens Primary School"
4. The governing body shall consist of:
  - a. 6 parent governors
  - b. 1 LA governor
  - c. 1 staff governor
  - d. headteacher
  - e. 9 co-opted governors
5. Total number of governors 18
6. This Instrument of Government comes into effect on 1<sup>st</sup> September 2015
7. This Instrument was made by order of Hartlepool Local Authority on
8. A copy of the Instrument must be supplied to every member of the governing body (and the headteacher if not a governor)



## **INSTRUMENT OF GOVERNMENT**

### **KINGSLEY PRIMARY SCHOOL**

---

1. The name of the school is: Kingsley Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of Kingsley Primary School"
4. The governing body shall consist of:
  - a. 4 parent governors
  - b. 1 LA governor
  - c. 1 staff governor
  - d. 1 headteacher
  - e. 8 co-opted governors
5. Total number of governors 15
6. This instrument of government comes into effect on 1<sup>st</sup> September 2015
7. This instrument was made by order of Hartlepool Local Authority on  
.....
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



## **INSTRUMENT OF GOVERNMENT**

### **LYNNFIELD PRIMARY SCHOOL**

---

1. The name of the school is: Lynnfield Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of Lynnfield Primary School"
4. The governing body shall consist of:
  - a. 3 parent governors
  - b. 1 LA governors
  - c. 1 staff governors
  - d. 1 headteacher
  - e. 8 co-opted governors

- one co-opted governor to be the Deputy Head Teacher
5. Total number of governors 14
6. This instrument of government comes into effect on 1<sup>st</sup> September 2015
7. This instrument was made by order of Hartlepool Local Authority on  
.....
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



## **INSTRUMENT OF GOVERNMENT**

### **RIFT HOUSE PRIMARY SCHOOL**

---

1. The name of the school is: Rift House Primary School
2. The school is a community school.
3. The name of the governing body is "The governing body of Rift House Primary School"
4. The governing body shall consist of:
  - a. 2 Parent Governors
  - b. 1 Local Authority Governor
  - c. 1 Staff Governor
  - d. 1 Headteacher
  - e. 5 Co-opted Governors
5. Total number of governors 10
6. This instrument of government comes into effect on 1<sup>st</sup> September 2015
7. This instrument was made by order of Hartlepool Local Authority on .....
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF HEXHAM AND NEWCASTLE**  
**SACRED HEART ROMAN CATHOLIC VOLUNTARY**  
**AIDED PRIMARY SCHOOL**

1. The name of the school is Sacred Heart Roman Catholic Voluntary Aided Primary School, Hartlepool.
2. The School was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with Canon Law and the teachings of the Catholic Church, and in accordance with the Trust Deed of the Diocese of Hexham and Newcastle and in particular:
  - (a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
  - (b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The School is a voluntary aided school in the trusteeship of the Diocese of Hexham and Newcastle and is an exempt charity for advancing the Catholic religion in the Diocese by such means as the Bishop thinks fit and proper.
4. The name of the governing body is: The Governing Body of Sacred Heart Roman Catholic Voluntary Aided Primary School, Hartlepool.
5. The governing body shall consist of:
  - (a) 7 foundation governors;
  - (b) 2 parent governors;
  - (c) 1 head teacher;
  - (d) 1 staff governor;
  - (e) 1 local authority governor;
  - (f) 0 co-opted governors.
6. Total number of governors: 12
7. Foundation governors shall be appointed and may be removed by the Bishop of the Diocese of Hexham and Newcastle (or any other person exercising Ordinary jurisdiction in his name including, where the See is vacant or impeded, the person or persons on whom the governance of the See has devolved).
8. The term of office for every foundation governor shall terminate four years from the date of appointment.
9. This Instrument of Government comes into effect on 1 September 2015.
10. This Instrument of Government was approved by the Diocese of Hexham

## INSTRUMENT OF GOVERNMENT



and Newcastle on 14 May 2015 and made by order of Hartlepool Local Authority on [date of making].

11. A copy of this Instrument of Government must be supplied to every member of the governing body (and any headteacher if not a governor), and the Diocese of Hexham and Newcastle.



## **INSTRUMENT OF GOVERNMENT**

### **SPRINGWELL SCHOOL**

---

1. The name of the school is: Springwell School
2. The school is a community special school
3. The name of the governing body is "The governing body of Springwell School"
4. The governing body shall consist of:
  - a. 3 parent governors
  - b. 1 LA governor
  - c. 1 staff governor
  - d. 1 headteacher
  - e. 6 co-opted governors
  - One co-opted governor to be a member of staff
5. Total number of governors 12
6. This instrument of government comes into effect on 1<sup>st</sup> September 2015
7. This instrument was made by order of Hartlepool Local Authority on .....
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



## **INSTRUMENT OF GOVERNMENT**

### **DIOCESE OF DURHAM GOVERNING BODY OF ST AIDAN'S CHURCH OF ENGLAND (VOLUNTARY AIDED) MEMORIAL PRIMARY SCHOOL**

1. The name of the school is St. Aidan's Church of England (Aided) Memorial Primary School.
2. The school is a voluntary aided school where the foundation is the Parochial Church Council of St Aidan and St Columba Hartlepool.
3. The name of the Governing Body is "The Governing Body of St. Aidan's Church of England (Aided) Memorial Primary School.
4. The governing body shall consist of:
  - a) 2 Parent Governors
  - b) 1 Head teacher
  - c) 1 Staff Governor
  - d) 1 Local Authority Governor
  - e) 7 Foundation Governors,
5. Total number of governors 12.
6. ONE Foundation Governor shall be ex officio as set out in paragraph 7a.  
  
3 Foundation governors shall be appointed by the Durham Diocesan Board of Education after consultation with the Parochial Church Council of St. Aidan and St. Columba, Hartlepool.  
  
3 Foundation governors shall be appointed by the Parochial Church Council of St. Aidan and St Columba, Hartlepool.
7.
  - a) The holder of the following office shall be a foundation governor ex officio.  
  
The Incumbent or Priest in Charge of the Parish of St. Aidan and St Columba Hartlepool.



## INSTRUMENT OF GOVERNMENT

- b) The Durham Diocesan Board of Education, in consultation with the Archdeacon of the Archdeaconry within which the school is situated, shall appoint a Foundation Governor, to act in the place of the ex officio Foundation Governor whose governorship derives from the office named in (a) above, in the event that the ex-officio Foundation Governor is unable or unwilling to act as a Foundation Governor, or has been removed from office under regulation 21(1) of the Regulations or there is a vacancy in the office by virtue of which his governorship exists.
8. The Director of Education for the Diocese of Durham shall be entitled to request the removal of any ex-officio Foundation Governor and to appoint any substitute governor.
9. The Foundation Governors are the Trustees of the School.
10. "Recognising the historic foundation, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.  
The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils."
11. This instrument of government comes into effect on 1<sup>st</sup> September 2015.
12. This instrument was made by order of Hartlepool Local Authority on
13. A copy of the instrument must be supplied to every member of the Governing Body (and the Headteacher if not a governor) any trustees and to the religious body.



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF HEXHAM AND NEWCASTLE**  
**ST BEGA'S ROMAN CATHOLIC VOLUNTARY**  
**AIDED PRIMARY SCHOOL**



1. The name of the school is St Bega's Roman Catholic Voluntary Aided Primary School, Hartlepool.
2. The School was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with Canon Law and the teachings of the Catholic Church, and in accordance with the Trust Deed of the Diocese of Hexham and Newcastle and in particular:
  - (a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
  - (b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The School is a voluntary aided school in the trusteeship of the Diocese of Hexham and Newcastle and is an exempt charity for advancing the Catholic religion in the Diocese by such means as the Bishop thinks fit and proper.
4. The name of the governing body is: The Governing Body of St Bega's Roman Catholic Voluntary Aided Primary School, Hartlepool.
5. The governing body shall consist of:
  - (a) 7 foundation governors;
  - (b) 2 parent governors;
  - (c) 1 head teacher;
  - (d) 1 staff governor;
  - (e) 1 local authority governor;
  - (f) 0 co-opted governors.
6. Total number of governors: 12
7. Foundation governors shall be appointed and may be removed by the Bishop of the Diocese of Hexham and Newcastle (or any other person exercising Ordinary jurisdiction in his name including, where the See is vacant or impeded, the person or persons on whom the governance of the See has devolved).
8. The term of office for every foundation governor shall terminate four years from the date of appointment.
9. This Instrument of Government comes into effect on 1 September 2015.
10. This Instrument of Government was approved by the Diocese of Hexham

## INSTRUMENT OF GOVERNMENT



and Newcastle on 13 May 2015 and made by order of Hartlepool Local Authority on [date of making].

11. A copy of this Instrument of Government must be supplied to every member of the governing body (and any headteacher if not a governor), and the Diocese of Hexham and Newcastle.



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF HEXHAM AND NEWCASTLE**  
**ST CUTHBERT'S ROMAN CATHOLIC**  
**VOUNTARY AIDED PRIMARY SCHOOL**

1. The name of the school is St Cuthbert's Roman Catholic Voluntary Aided Primary School, Hartlepool.
2. The School was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with Canon Law and the teachings of the Catholic Church, and in accordance with the Trust Deed of the Diocese of Hexham and Newcastle and in particular:
  - (a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
  - (b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The School is a voluntary aided school in the trusteeship of the Diocese of Hexham and Newcastle and is an exempt charity for advancing the Catholic religion in the Diocese by such means as the Bishop thinks fit and proper.
4. The name of the governing body is: The Governing Body of St Cuthbert's Roman Catholic Voluntary Aided Primary School, Hartlepool.
5. The governing body shall consist of:
  - (a) 7 foundation governors;
  - (b) 2 parent governors;
  - (c) 1 head teacher;
  - (d) 1 staff governor;
  - (e) 1 local authority governor;
  - (f) 0 co-opted governors.
6. Total number of governors: 12
7. Foundation governors shall be appointed and may be removed by the Bishop of the Diocese of Hexham and Newcastle (or any other person exercising Ordinary jurisdiction in his name including, where the See is vacant or impeded, the person or persons on whom the governance of the See has devolved).
8. The term of office for every foundation governor shall terminate four years from the date of appointment.
9. This Instrument of Government comes into effect on 1 September 2015.
10. This Instrument of Government was approved by the Diocese of Hexham

## INSTRUMENT OF GOVERNMENT



and Newcastle on 14 May 2015 and made by order of Hartlepool Local Authority on [*date of making*].

11. A copy of this Instrument of Government must be supplied to every member of the governing body (and any headteacher if not a governor), and the Diocese of Hexham and Newcastle.



## **INSTRUMENT OF GOVERNMENT**

### **ST HELEN'S PRIMARY SCHOOL**

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1. The name of the school is: St Helen's Primary School
2. The school is a community school
3. The name of the governing body is "The governing body of St Helen's Primary School"
4. The governing body shall consist of:
  - a. 2 parent governors;
  - b. 1 LA governor;
  - c. 1 staff governor.
  - d. 1 headteacher
  - e. 7 co-opted governors
5. Total number of governors 12
6. This instrument of government comes into effect on 1<sup>st</sup> September, 2015
7. This instrument was made by order of Hartlepool Local Authority on
8. A copy of the instrument must be supplied to every member of the governing body (and the headteacher if not a governor).



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF HEXHAM AND NEWCASTLE**  
**ST JOHN VIANNEY ROMAN CATHOLIC**  
**VOLUNTARY AIDED PRIMARY SCHOOL**

1. The name of the school is St John Vianney Roman Catholic Voluntary Aided Primary School, Hartlepool.
2. The School was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with Canon Law and the teachings of the Catholic Church, and in accordance with the Trust Deed of the Diocese of Hexham and Newcastle and in particular:
  - (a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
  - (b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The School is a voluntary aided school in the trusteeship of the Diocese of Hexham and Newcastle and is an exempt charity for advancing the Catholic religion in the Diocese by such means as the Bishop thinks fit and proper.
4. The name of the governing body is: The Governing Body of St John Vianney Roman Catholic Voluntary Aided Primary School, Hartlepool.
5. The governing body shall consist of:
  - (a) 7 foundation governors;
  - (b) 2 parent governors;
  - (c) 1 head teacher;
  - (d) 1 staff governor;
  - (e) 1 local authority governor;
  - (f) 0 co-opted governors.
6. Total number of governors: 12
7. Foundation governors shall be appointed and may be removed by the Bishop of the Diocese of Hexham and Newcastle (or any other person exercising Ordinary jurisdiction in his name including, where the See is vacant or impeded, the person or persons on whom the governance of the See has devolved).
8. The term of office for every foundation governor shall terminate four years from the date of appointment.
9. This Instrument of Government comes into effect on 1 September 2015.
10. This Instrument of Government was approved by the Diocese of Hexham

## INSTRUMENT OF GOVERNMENT



and Newcastle on 14 May 2015 and made by order of Hartlepool Local Authority on [date of making].

11. A copy of this Instrument of Government must be supplied to every member of the governing body (and any headteacher if not a governor), and the Diocese of Hexham and Newcastle.



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF HEXHAM AND NEWCASTLE**  
**ST JOSEPH'S ROMAN CATHOLIC VOLUNTARY**  
**AIDED PRIMARY SCHOOL**

1. The name of the school is St Joseph's Roman Catholic Voluntary Aided Primary School, Hartlepool.
2. The School was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with Canon Law and the teachings of the Catholic Church, and in accordance with the Trust Deed of the Diocese of Hexham and Newcastle and in particular:
  - (a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
  - (b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The School is a voluntary aided school in the trusteeship of the Diocese of Hexham and Newcastle and is an exempt charity for advancing the Catholic religion in the Diocese by such means as the Bishop thinks fit and proper.
4. The name of the governing body is: The Governing Body of St Joseph's Roman Catholic Voluntary Aided Primary School, Hartlepool.
5. The governing body shall consist of:
  - (a) 7 foundation governors;
  - (b) 2 parent governors;
  - (c) 1 head teacher;
  - (d) 1 staff governor;
  - (e) 1 local authority governor;
  - (f) 0 co-opted governors.
6. Total number of governors: 12
7. Foundation governors shall be appointed and may be removed by the Bishop of the Diocese of Hexham and Newcastle (or any other person exercising Ordinary jurisdiction in his name including, where the See is vacant or impeded, the person or persons on whom the governance of the See has devolved).
8. The term of office for every foundation governor shall terminate four years from the date of appointment.
9. This Instrument of Government comes into effect on 1 September 2015.
10. This Instrument of Government was approved by the Diocese of Hexham

## INSTRUMENT OF GOVERNMENT



and Newcastle on 13 May 2015 and made by order of Hartlepool Local Authority on [date of making].

11. A copy of this Instrument of Government must be supplied to every member of the governing body (and any headteacher if not a governor), and the Diocese of Hexham and Newcastle.



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF HEXHAM AND NEWCASTLE**  
**ST TERESA'S ROMAN CATHOLIC VOLUNTARY**  
**AIDED PRIMARY SCHOOL**

1. The name of the school is St Teresa's Roman Catholic Voluntary Aided Primary School, Hartlepool.
2. The School was founded by and is part of the Catholic Church. The school is to be conducted as a Catholic School in accordance with Canon Law and the teachings of the Catholic Church, and in accordance with the Trust Deed of the Diocese of Hexham and Newcastle and in particular:
  - (a) religious education is to be in accordance with the teachings, doctrines, discipline and general and particular norms of the Catholic Church;
  - (b) religious worship is to be in accordance with the rites, practices, discipline and liturgical norms of the Catholic Church;and at all times the school is to serve as a witness to the Catholic faith in Our Lord Jesus Christ.
3. The School is a voluntary aided school in the trusteeship of the Diocese of Hexham and Newcastle and is an exempt charity for advancing the Catholic religion in the Diocese by such means as the Bishop thinks fit and proper.
4. The name of the governing body is: The Governing Body of St Teresa's Roman Catholic Voluntary Aided Primary School, Hartlepool.
5. The governing body shall consist of:
  - (a) 7 foundation governors;
  - (b) 2 parent governors;
  - (c) 1 head teacher;
  - (d) 1 staff governor;
  - (e) 1 local authority governor;
  - (f) 0 co-opted governors.
6. Total number of governors: 12
7. Foundation governors shall be appointed and may be removed by the Bishop of the Diocese of Hexham and Newcastle (or any other person exercising Ordinary jurisdiction in his name including, where the See is vacant or impeded, the person or persons on whom the governance of the See has devolved).
8. The term of office for every foundation governor shall terminate four years from the date of appointment.
9. This Instrument of Government comes into effect on 1 September 2015.
10. This Instrument of Government was approved by the Diocese of Hexham

## INSTRUMENT OF GOVERNMENT



and Newcastle on 13 May 2015 and made by order of Hartlepool Local Authority on [date of making].

11. A copy of this Instrument of Government must be supplied to every member of the governing body (and any headteacher if not a governor), and the Diocese of Hexham and Newcastle.



**INSTRUMENT OF GOVERNMENT**  
**DIOCESE OF DURHAM**  
**GOVERNING BODY OF WARD JACKSON**  
**CHURCH OF ENGLAND (VOLUNTARY**  
**AIDED) PRIMARY SCHOOL**



1. The name of the school is Ward Jackson Church of England (Voluntary Aided) Primary School.
2. The school is a voluntary aided school.
3. The name of the Governing Body is the "The Governing body of Ward Jackson Church of England (Voluntary Aided) Primary School.
4. The governing body shall consist of:
  - a) Two Parent Governors
  - b) One LA Governor
  - c) One Staff Governor
  - d) Headteacher
  - e) Eight Foundation Governors,
  - f) One Co-opted Governor
5. Total number of governors 14.
6. ONE Foundation Governor shall be ex officio as set out in paragraph 7a.

FOUR Foundation Governors shall be appointed by the Durham Board of Education after consultation with the Parochial Church Council (PCC) of Stranton Parish Church

THREE Foundation Governors shall be appointed by the Parochial Church Council of Stranton Parish Church

7. a) The holder of the following office shall be a foundation governor ex officio: The Incumbent or Priest in Charge (for the time being) of the Parish of Stranton.



## INSTRUMENT OF GOVERNMENT

- b) The Durham Diocesan Board of Education, in consultation with the Archdeacon of the Archdeaconry within which the school is situated, shall appoint a Foundation Governor, to act in the place of the ex officio Foundation Governor whose governorship derives from the office named in (a) above, in the event that the ex-officio Foundation Governor is unable or unwilling to act as a Foundation Governor, or has been removed from office under regulation 21(1) of the Regulations or there is a vacancy in the office by virtue of which his governorship exists.
8. The Director of Education for the Diocese of Durham shall be entitled to request the removal of any ex officio foundation governor and to appoint any substitute governor.
9. The Durham Board of Finance is the trustee of the school.
10. "The school will develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level. The school aims to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith, and promotes Christian values through the experience it offers to all its pupils."
11. The term of office of all categories of governors is **FOUR** years (with the exception of ex-officio governor).
12. This instrument of government comes into effect on 1<sup>st</sup> September 2015
13. This instrument was made by order HARTLEPOOL LOCAL AUTHORITY on

# CHILDREN'S SERVICES COMMITTEE

16<sup>th</sup> June 2015



**Report of:** Director of Child and Adult Services

**Subject:** COMMISSIONING OF ACTIVITIES SERVICE AND MENTORING SERVICES FOR CHILDREN AND YOUNG PEOPLE

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

Non – key, for information.

## 2. PURPOSE OF REPORT

- 2.1 To update members on the commissioning process for children and young people services.

## 3. BACKGROUND

- 3.1 In September 2014 members approved a procurement exercise through tender submissions for:
- Activities Service for Children and Young People aged 5-19 years old
  - Mentoring Service for Children and Young People
- 3.2 It was agreed that officers would report back to committee once providers had been identified.

## 4. PROCUREMENT PROCESS

- 4.1 The tender process commenced in December 2014 and was led by the Council's Corporate Procurement Team. Officers from Children's Services were part of the evaluation team alongside Children's Commissioning team.

4.2 The successful providers were:

- Activities Service - West View Project with a consortium of local providers
- Mentoring Service – Changing Future North East

**5. FINANCIAL CONSIDERATIONS**

5.1 The total cost for the provision of the activities service is £750,000 which is for two years (from 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2017)

5.2 The total cost for the provision of the mentoring service is £124,000 which is for 2 years (from 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2017)

**6. RECOMMENDATIONS**

6.1 For Children's Services Committee to note the successful providers for the children and young people services.

**7. BACKGROUND PAPERS**

None

**8. CONTACT OFFICERS**

Mark Smith, Head of Youth Support Services, 01429 523405,  
[mark.smith@hartlepool.gov.uk](mailto:mark.smith@hartlepool.gov.uk)

Danielle Swainston, Head of Service, North Locality 01429 523729,  
[danielle.swainston@hartlepool.gov.uk](mailto:danielle.swainston@hartlepool.gov.uk)

# CHILDREN'S SERVICES COMMITTEE

16<sup>th</sup> June 2015



**Report of:** Director of Child & Adult Services

**Subject:** GRANT GIVERS ANNUAL REPORT

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## 1. TYPE OF DECISION/APPLICABLE CATEGORY

Non key, for information.

## 2. PURPOSE OF REPORT

- 2.1 To give an overview of the scope and reach of the Youth Opportunity Fund grants given to children and young people's groups in Hartlepool in 2014/15.

## 3. BACKGROUND

- 3.1 The overarching purpose of the Youth Opportunity Fund, when it began as a national Government initiative in 2006, was to involve young people, especially those who are hard to reach, in identifying positive activities and things to do, and to support their role as decision makers, grant givers and project leaders. The main aim of the grant was as follows;
- Give a voice to young people, particularly disadvantaged young people, in relation to things to do and places to go, conveying a powerful message to young people that their needs and aspirations are important.
  - Change the way that local authorities and their partners provide activities and facilities for young people, especially in deprived neighbourhoods, increasing the responsiveness of providers to what young people want.
  - Improve things to do and places to go in line with what young people want in their neighbourhoods.
  - Provide opportunities for young people to develop their confidence, knowledge, skills and abilities, gaining recognition and accreditation
  - Increase the well-being of young people.

- Increase young people's engagement with services and with the democratic process at local level.
- 3.2 The Youth Opportunity Fund is fortunately still going strong in Hartlepool. Funding is now provided solely by the Local Authority but the project remains true to its original ethos and values to support those under-represented groups and individuals. The fund has supported hundreds of community organisations since its inception and thousands of children and young people have benefited in activities and materials and resources over the last nine years, some of which are still in existence today; such as The Wharton Annex re-build.
- 3.3 The fund itself has reduced substantially and in 2014/15 the grant allocation was £19,577. Grants totaling just over £19,000 (see **Appendices 1.1, 1.2 and 1.3**) were distributed with the remaining amount supporting the grant giving programme itself; i.e. marketing, training and accreditation of young people, room hire, transport for young people, subsistence and incentives. The application process now takes into account the reduction, and the amount groups and individuals can apply for has been reduced accordingly, up to £500 in any one application (see **Appendices 2.1, 2.2a and 2.2b** for application form and criteria as devised by young people). Then once or twice a year a Dragons Den style approach is taken in which young people can come along and 'pitch' their ideas to the grant givers panel and up to £3,000 can be granted.
- 3.4 According to the monitoring information received from projects, in excess of 3,600 children and young people have been reached and will be benefiting from the activities, resources and opportunities provided by the grant aid of the youth opportunity fund. The project with the biggest reach 2014/15 is Red Dreams who will be using the grant to work with 25 to 30 children from each of the Primary Schools to develop a film festival which will tackle some of the biggest issues affecting children and young people, such as bullying and anti-social behavior. During their research for this project, they gathered the views of 10,000 pupils. The grant givers on the Dragon's Den were bowled over with this project and funded it in full. (For an example of the impact and reach of the youth opportunity fund, please see **Appendix 3** for the case study presented of Greatham Football Club).
- 3.5 The Grant Givers themselves receive a full days training plus they are supported in completing an accredited course (The Open College Network level one in grant giving, which forms part of the Participation and involvement programme; PIP). Currently there are seven grant giving panel members aged between 13 – 19 years. Four males and three females representing mixed backgrounds; one young man was previously involved with the Youth Offending Team, one Asian young man, and others who have lacked in self confidence and/or have experienced bullying and struggled in the mainstream schooling system.

- 3.6 During the summer of 2014, the grant givers were approached by Economic Regeneration who were seeking to distribute funds to young people that would support their business skills and help them to develop social enterprises. This ongoing project offers young people the chance to turn their small business ideas into a reality. Initially offering young people £250 along with business advice and guidance two young people have been successful thus far in turning their business dreams into a reality. One young man to expand his sport clothing web-based business and the other to a group of young people who are establishing internet gaming videos. Despite promotion in schools and community organisations, this fund has been slow to establish but now through word of mouth, enquiries are more frequent and it is envisaged that Economic Regeneration will continue to support this element of the project in the future.

#### **4. PROPOSALS**

- 4.1 That Elected members consider the content of the Grant Givers report and support the continuation of this grant to meet the needs of those small community organisations and individuals seeking to make a difference for children and young people in the communities in which they live.

#### **5. RISK IMPLICATIONS**

- 5.1 If the Youth Opportunity Fund ceases to exist then those non-traditional community groups, organisations and individuals will be limited in the activities and resources they can offer the hardest to reach children and young people across the town.

#### **6. FINANCIAL CONSIDERATIONS**

- 6.1 The grant allocation amount is reviewed by the grant givers annually and application amount limits are set in line with the fund amount.

#### **7. EQUALITY AND DIVERSITY CONSIDERATIONS**

- 7.1 This grant reaches and supports those groups who traditionally do not attend universal open access provision, so for example in 2014/15 this included Asian young women who meet in the Salaam centre, Young Carers, through to LGBT young people who attend Hart Gables.

#### **8. RECOMMENDATIONS**

- 8.1 To note report and appendices.

**9. REASONS FOR RECOMMENDATIONS**

To ensure that young people are still integral to supporting other young people in improving places to go and things to do in Hartlepool.

**10. BACKGROUND PAPERS**

Grants distributed  
Application Form  
Case Study

**11. CONTACT OFFICER**

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Participation Manager  
Level 4  
Civic Centre  
Hartlepool  
TS24 8AY

Tel: (01429) 284044  
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**Grant Givers Annual Report, Appendix: 1**

Grant Givers paper based applications 2014 / 15:

**Wharton Trust Project**

A group of young people applied for a grant to fund a day out to help the new members socialise and team build with the existing young people who attend the project. The project received £225 to give the young people a new experience, to become involved in the planning and delivering of the fun day picnic. This will also help to get other young people to communicate with one another to build up a better community and form friendships. The project aims to benefit 11 young people, 7 male and 4 female along with a number of new members. The young people involved in the planning and delivery of the fun day will receive a recorded outcome.

**The Rifty**

The Rifty project is a youth group based in the rift house area of Hartlepool. The young people who attend applied for a grant as it is a charity based project which relies on grants and donations. Over 100 children and young people attend the project each week.

The grant givers funded £500 to purchase new equipment. 20 young people will receive a recorded outcome by being involved in the improvements of the youth centre and they will also gain valuable new skills such as financial, organisation and personal development skills.

**Salaam Asian girls group**

2 Asian young women who are part of the girls group had been participating in the bronze arts awards and required funding to go on an educational visit to York which will be a new experience for them and also serves as evidence to contribute to their art award portfolio.

The grant aimed to benefit the young people greatly by boosting their confidence, knowledge and gaining new skills.

The girls received £342.57 to go on the trip and to also promote the group for other young Asian females. The young people will receive an accredited outcome as they will be involved in all the planning of the promotion of new members to the project.

**Youth Ministry Christian Trust**

This youth ministry youth group applied an application to fund a family residential. The young people had planned and delivered the same residential last year and was a huge success.

This residential will give children and young people the chance to express themselves and bond with family members as well as socialising with others.

It is a really good opportunity and experience and will be beneficial for the 8 young people who will help plan the event, so they will also gain skills in management and organisation. However the project will reach many more young people during the residential. The project received £500 towards their family residential.

**Rossmere Youth group**

Rossmere youth club have over 60 young people who attend the group, 50 male and 10 female. They had applied to Grant givers for £500 to go towards day activities. The young people will receive a recorded outcome by taking part in the planning, activities and fundraising.

This project can also support their ASDAN qualification to receive an accredited outcome.

The planning of the project will also give the young people the chance to develop new skills such as organisation, financial management, teamwork and management skills.

This is a new opportunity as some of the young people don't get involved in many activities as they do not have the money for travel and expenses.

**Duke of Edinburgh**

The young people who are involved in their D of E award applied for new equipment such as waterproof clothing, tents etc. They applied as the other stock that they have has been worn out as a lot of young people have used them over the years. This project will benefit 64 young people (38 males and 26 females) to complete their award.

The grant givers funded the project £500 as they felt it opens a lot of opportunities and life skills, it can also boost the confidence and independence of young people.

After the young people have finished their award the equipment can be used again for others to do the award.

## **Grant Givers Annual Report, Appendix: 1**

### **DRAGON'S DEN FUNDING 2014/15**

#### **1. Hartlepool Young Carers - £2275**

- The money will be spent on refurbishments to their building to create a small kitchen area in their young carer's room. This benefits 20 young people every week as well as 40 young people in the summer holidays.



#### **What will we get out of it?**

- We will learn things that will help us, other young carers and our families
- We will learn how to buy food on a budget
- We will learn more about healthy eating, preparing food and food hygiene
- We will have fun preparing the food for each other to eat

#### **Who will benefit?**

- All young carers aged 5 – 19 (there are about 40 of us attending activities throughout the year) but there are other young carers who do not come to activities who could use the kitchen in 1-2-1 sessions (approximately 40).
- All adult carers who use Hartlepool Carers - the kitchen could be used by them as well.

#### **Why do we want the kitchen?**

- We want to learn more about cooking so that we can prepare healthy food for our families
- We want to help other young carers to have something healthy to eat especially where their parents might be too ill to prepare food

**2. Greatham Football Club - £2,500**

- The money will go towards the clubs' under 16s and 18s team players to participate in two sport courses; a Mini Soccer Referee course and a Level 1 Coaching Course so the young people can gain skills to train others (*see appendix 3 for case study*)

**3. Hartlepool Pools Youth FC - £1,000**

- The money will go towards new equipment and a new kit for the football teams. This will benefit 100-140 young people to carry on going to the project and excelling in their chosen sport.

**4. Wharton Trust Youth Club - £1,500**

- The money will go towards improving the health and fitness of local people through a range of fun and exciting activities, this can enable 40 young people to put their ideas into practice.

**5. Hartlepool Hawks Cheerleading Academy - £1,000**

- The money will be going towards the team going to represent Hartlepool at a national competition. This funding will reach out to 300 young people, this money can enable the young people in carrying on cheerleading and to also buy new equipment.

**6. Hartgables - £1,500**

- The money will go towards a second consecutive "Gaymes" to raise both community awareness of the LGBT community, drugs and alcohol awareness, and healthy living. This project will reach 30+ young people.

**7. Salaam Centre - £1,000**

- The money will go towards purchasing equipment for the group that meets at the centre to provide activities for the local Asian young people in the area, this enables 40 young people to carry on doing activities throughout the summer period.

**8. Red Dreams - £3,000**

- Funding to work with 10 primary schools and develop a number of short films that will tackle issues that can affect young people, such as bullying, internet safety, road safety and other subjects. Their research 10,000 views.

**9. Otium Sport - £500**

- The money will go towards funding a sports clothing company and will provide high-quality apparel for athletes from any sport. This is will benefit 1 young person to carry on his project.

**10. Vue to Kill (Belle Vue) - £725**

- The money will go towards 2 youth projects coming together and participating in team building activities. This reached out to around 10 young people who received recorded outcomes.

**11. The Rifty Project - £1,500**

- The money will go towards the annual Good Neighbourhood Day which will include a community clean-up, a barbeque and an afternoon of fun packed activities as well as new equipment for the youth club. The good neighbourhood day will hopefully reach out to 200-300 young people as well as reaching out to 40 young people per week who attend the Rifty youth group.



**Grant Givers - Grant Allocation 2014 / 15**

<b>Grant Type</b>	<b>Organisation / Project</b>	<b>Amount</b>
Paper Based Application	Wharton Trust Project	£225
Paper Based Application	The Rifty	£500
Paper Based Application	Salaam Asian Girls Group	£342.57
Paper Based Application	Youth Ministry Christian Trust	£500
Paper Based Application	Rossmere Youth Club	£500
Paper Based Application	Duke of Edinburgh	£500
Dragon's Den	Young Carers	£2275
Dragon's Den	Greatham Football Club	£2500
Dragon's Den	Hartlepool Pools Youth FC	£1000
Dragon's Den	Wharton Trust Youth Club	£1500
Dragon's Den	Hartlepool Hawks Cheerleading Academy	£1000
Dragon's Den	Hartgables	£1500
Dragon's Den	Salaam Centre	£1000
Dragon's Den	Red Dreams	£3000
Dragon's Den	Otium Sport	£500
Dragon's Den	Vue to Kill (Belle Vue)	£725
Dragon's Den	The Rifty Project	£1500
	<b>TOTAL</b>	<b>£19,067.57</b>





## **DRAGON'S DEN**

### **PROJECT PROPOSAL**

*IDEAS: camping equipment, sporting goods, arts and crafts, events, specialist tutors / coaches for example DJ's, belly dancers, Indian dance, street dance, musicians, residential, activity programmes, transport, community gardens, graffiti projects, refurbishment such as chill out rooms, DVD production, fashion show, theatre and drama productions. **DEADLINE: Wednesday 21<sup>st</sup> January 2015, presentations on Wednesday 28<sup>th</sup> January 2015 to Dragons.***

## ***ANYTHING AND EVERYTHING WILL BE CONSIDERED!!***

*(EXCEPT ONGOING STAFFING / RUNNING COSTS YOUR PROJECT INCURS)*

Name and address of Group :
Contact details (telephone and email)
Please describe what you could spend up to £3,000 for in a short paragraph

Please return to

**Helen White**

Participation Manager

Youth Support Service

Windsor Offices

Unit 24

Middleton Grange

Hartlepool

TS24 7RJ

**01429 284044**

[helen.white@hartlepool.gov.uk](mailto:helen.white@hartlepool.gov.uk)





## **The GG's Youth Opportunity Fund**

### **GUIDANCE NOTES**

**YOU MUST BE AGED BETWEEN 11 – 19 YEARS (UP TO 25 WITH A LEARNING DIFFICULTY) AND LIVE IN HARTLEPOOL TO APPLY FOR THIS FUND**

### **PLEASE NOTE NEW REVISED CRITERIA FOR 2014**

#### **Aim**

The aim of this fund is to improve places to go and things to do for young people in their communities.

We are looking to fund those projects/programmes that find it difficult to receive funding from elsewhere. Our selection process will look for whether this is a want or a need, what other resources the project has access to and whether any other fundraising has taken place. (Contributions and donations from other organisations/parents will not be accepted).

#### **Revenue**

Activities, projects, venue/facilities hire. The use of funds to support such activities must demonstrate value for money, as well as benefitting the young people involved and their communities.

The maximum organisations can apply for is £500.00

Organisations may only apply successfully **ONCE** over a year.

#### **Dragons Den**

Opportunities for organisations to apply for Dragons Den grants of up to £3,000 might be available in 2014/15, dates to be confirmed and distributed. Young people will be expected to deliver the presentations and research.

We will try to notify all applicants within 3 weeks of the outcome. If there is a problem with the application a member of the GG's team will contact you to discuss.

### **The Application Format**

1. Due to funding be reduced, the Grant Givers are trying to make the application form effective and efficient. The Grant Givers now consists of two stages. Firstly the application, then a visit to the One Stop Shop to meet us, if your application is passed through the first stage.
2. There is no need to worry about our visits. We will be very friendly and informal and it will be a chance for you to tell us why you deserve

to receive a grant from the Youth Opportunity Fund.

3. If a grant has been passed for your organisation then the Grant Givers are now visiting all successful projects to evaluate the project, a visit will be arranged a suitable period of time after the grant has been given.
4. Young people **MUST** complete the application form (for those who have difficulties with this, an adult must give us a contact name and number of at least one young person, on the form).
5. The application form is available in different languages and in different formats. Applicants can call Helen on 01429 284320, with any special requests.

### **What Grant Givers will NOT fund**

1. Travel costs; transport to overseas, passports, clothing, college equipment, etc.
2. Staffing costs; unless special tutoring requires on a one off programme.
3. Building costs, maintenance and refurbishments.
4. We will not accept repeat Grants.
5. Individual Grants, only in exceptional circumstances.
6. Groups will not be funded if the group consists of 5 young people or less.

### **Recorded and accredited Outcomes**

Young people **MUST** achieve a recorded outcome as a result of receiving a Youth Opportunity Fund Grant. Applicants who also achieve an accredited outcome will be looked at more favourably.

**Recorded Outcomes** – A recorded outcome is achieved when a young person has shown a significant amount of progress in a certain area. An example of this could be when a young person has met a target they have set themselves in their personal development plan. This may include stopping swearing or showing a positive change in their behaviour or attitude. **What counts as a recorded outcome for one young person may not be the same for another.**

**Accredited Outcome** – An accredited outcome can be achieved through completing a significant amount of work through informal learning, over a certain amount of time. There are a number of national schemes available to accredit informal learning opportunities which may include:

**Duke of Edinburgh's award (D of E), Youth Achievement Awards Open College Network Courses (OCN), ASDAN Courses.**

**How to fill in the form.....****For help support, advice and further details, call 01429 284320**

- Name, address and telephone numbers for your Group/Project.  
  
Email address for you or your youth worker.
- Please give all names of the young people who will benefit from the Grant including your dates of birth. We will need evidence of how many young people are in your group/ project and how many of them meet the age range of 11 to 19.
- Gender of these young people, please indicate how many male of female are attending your group, this must add up to the number of young people who will benefit from the Grant.
- How much do you require from the grant givers, please provide the Grant Givers with a breakdown of costs and 3 quotes in ways you have found the most value or cheapest for money.
- Why are you applying for the Grant and why do you think you should receive the funding? Please give as much detail as possible in your explanation. Failure to give us enough information may result in the application process being delayed.
- You must meet 5 out of the 6 Grant Givers 5. Please explain how.
- The grant is designed to help those young people who are most disadvantaged. Please state some reasons why you think you or your group is in 'need' of the grant and how you fit into disadvantaged.
- Please ensure on the map provided you indicate what areas of the town the young people live who will benefit from your group/project.
- We need to know how many young people will receive a recorded and / or accredited outcome as a result of the grant. (See the previous notes on recorded and accredited outcomes for an explanation on these)
- Fundraising is compulsory so please attach evidence of fundraising that has been carried out for the project to go ahead. Contributions and donations from other organisations/parents will not be accepted
- If you have applied to any other organisation for funding, please tell us what they said (even if it was no) and attach a copy of a letter they have sent you if possible.

- We would like to know if you have had any experience of setting up and delivering similar projects and if so how they were evaluated and how effective they were in benefitting young people.

Please note that by not filling in the application form with the correct information may result in your application being rejected or it may delay the process. Its better give us too much information than not enough, so we can make a quick decision and invite you to our seconded stage. Remember you can be supported by an adult, and in exceptional circumstances an adult can fill the form in on your behalf, but in all other circumstances it **must be A Young Person who completes the form.**

***GOOD LUCK!***

***WE LOOK FORWARD TO HEARING FROM YOU!***



### Youth Opportunity Fund Application

1. Name and address and telephone number of your Group/ Project.	
2. Email address.	
3. Name and date of Birth of young people who will benefit from the Grant.	<div style="display: flex; justify-content: space-between;"> <div><u><b>Name</b></u></div> <div><u><b>DOB</b></u></div> </div>
4. Gender of these young people ( <i>please write the number in the box</i> ):	Male <input type="checkbox"/> Female <input type="checkbox"/>
5. Do you or any one else in the group have a disability / illness?	Yes <input type="checkbox"/> No <input type="checkbox"/>
6. How much money are you applying for?	
7. Why are you applying for a grant and why do you think you should get the money? ( <i>please give as much detail as possible in your explanation, as not providing enough information may slow the application process</i> )	

8. Why are the young people in your group in need of this grant?	
9. Which four of the GG's five will your grant meet, <b>(Organisations &amp; Individuals to complete)</b> please explain how.	
10. What recorded and / or accredited outcome will young people get as a result of the grant? <i>(See guidance notes for information)</i>	

11. How much will the project cost? <b>You <u>MUST</u> attach evidence of this and a breakdown of costs and 3 quotes.</b>	<b>REVENUE</b>
12. Have you had experience of delivering similar projects to this? If so, how well did it go?	
13. Start date and completion date of your project or activity.	
14. Fundraising is compulsory. Could you provide evidence of fundraising that you have carried out?	
15. Have you applied to anyone else for this money? <i>(If yes, who and what did they say? please attach evidence)</i>	
16. What makes your project unique?	
17.. Name of adult who can support your application	Name: D.O.B: Telephone number:
18. Young person(s) signature(s):	Date:

**Please return this form to:**

Helen Hadfield  
Participation Worker  
Youth Support Service  
Windsor Offices  
Unit 24  
Hartlepool  
TS24 7RJ  
Office: 01429 284320

Please note that if further information is required, an informal chat will be arranged to discuss the grant application further.

Grant Givers Annual Report, Appendix: 3**Case Study 2014 / 15: Greatham Football Club**

Greatham F.C has been formed for 15 years. The club has a strong vision that 'the player is our most valuable asset'. Ran by Chairman Dave Newton a volunteer; he states that the aim is to help the community to become a better place in which to live and work, by encouraging the youngsters to stay off the streets and take part in constructive, educational and enjoyable activities. All the clubs coaches, officials, volunteers, parents and players are all working towards to achieve the above. The club is ran solely by volunteers and has a 'grow your own' ethos in which young people are supported as players and then as coaches so that they can help out with the younger ones. The club currently has 16 teams covering all age ranges from primary aged children up to, and including, under 21's. Attracting young people with more disadvantage than most; the club has a system in which equipment is passed down, so things like football kits, football boots etc are available and passed onto the most vulnerable young people that join the club. In this way, Dave states, *"no-one is at a disadvantage and we have an inclusive approach"*.

3 years ago, Greatham Football club received a small grant from the grant givers, and as a result of the coaching courses they were able to provide with the grant; two young people were successful in gaining a scholarship on a coaching course in America. One of those young men is still pursuing his dream in America to date.

From this original grant the club established its own 'Education Support Programme', which has enabled hundreds more children and young people benefit because those trained through the programme immediately begin coaching their own teams of under 7's.

In 2015 Greatham Football Club received £2,500 from Dragons Den for an Education Programme and this enabled them to run two courses;

1. Mini Soccer Referee course.
2. Level 1 Coaching Course

*"Once the funding became deposited we could not wait to get the programme moving. Two of our under 18s players have participated on a level one football F.A coaching course and in the past couple of weeks they have completed the course and instantly put use the qualification into our young foundation group ( under 7s ). Both Coaches have been delivering regular sessions".*

*"Later into the year the F.A will be hosting a small sided game referees course and we would be forwarding five of our U16/18 players to participate within the course".*

This allows the club to expand their reach and to offer more because once fully qualified the young people who complete the course become part of the coaching structure and therefore there is also the possibility to further develop their skills for a future within sport. Each qualified young person coach and referee will be allocated to a younger team allowing those to deliver their skills.

When asked what the grant givers grant means to the club; Dave states;

*"We really, really appreciate the support you give us, we don't waste a penny. Without funding from the grant givers it just wouldn't happen".*