

CHILDREN'S SERVICES COMMITTEE

MINUTES AND DECISION RECORD

20 March 2018

The meeting commenced at 4.30 pm in the Civic Centre, Hartlepool

Present:

Councillor: Alan Clark (In the Chair)

Councillors: Brenda Harrison, Marjorie James, John Lauderdale and George Morris

Councillor Stephen Thomas, Chair of Adult Services Committee
(Observer)

Co-opted members:

David Turner, Primary Schools Head Representative
Alan Chapman, Special Schools Head Representative

Young people's representatives:

Callum Reed

Young Carer's representatives:

Bret, Becka and Annalise

Officers:

Sally Robinson, Director of Children's and Joint Commissioning
Services
Danielle Swainston, Assistant Director, Children's and Families'
Services
Mark Patton, Assistant Director, Education
Dr Oliver Harness, Senior School Improvement Advisor (Secondary)
Leigh Keeble, Development Manager
Angela Armstrong, Principal Democratic Services Officer

99. Apologies for Absence

Apologies for absence were received from Evelyn Leck and Ruby Marshall (Healthwatch), Jo Heaton (C of E Diocesan Representative) and Mark Tilling (Secondary Schools Head Representative).

100. Declarations of Interest

The Headteachers reiterated their previously stated personal declarations.

101. Minutes of the meeting held on 20 February 2018

Received.

102. Presentation – 'We Care Do You' (Hartlepool Young Carers)

Representatives from Hartlepool Young Carers provided the Committee with a very informative presentation which looked at who the young carers were caring for and the type of care provided by the young carers. The young carers are a group of 5-18 year olds who care for family members who have disabilities, mental illness, substance abuse issues and sensory loss. The presentation highlighted some of the day to day struggles that young carers were faced with. It was noted that the Hartlepool Young Carers Project aimed to:

- Reduce caring role;
- Improve emotional and mental wellbeing;
- Provide social opportunities; and
- Improve life chances now and in the future.

The young carers shared some personal experience with the Committee and the young carers commented that awareness needed to be raised within schools to avoid young carers having to explain their situation to several different people within school as caring for someone can cause additional stress for the young people. In response to a question from the Chair, one of the young carers noted that the transition from primary to secondary education had been particularly stressful as she was unsure which teachers knew about her caring responsibilities.

The Chair noted that within the presentation, reference had been made to the development of a Young Carers Card in Hartlepool that would identify some of the things that young carers may struggle with. The Chair supported the development of a Young Carers Card.

A discussion ensued on the development of a town-wide Strategy for Carers, including young carers and the Chair of Adult Services Committee noted that discussions were ongoing and a strategy should be finalised in the next few months. The importance of the strategy being a live document and being regularly reviewed was emphasised. A Headteachers' representative commented that the presentation had been really powerful and motivational and that all schools would work together to implement this developing strategy and support all young carers. A Member highlighted the need to ensure that provision to support young carers from ethnic minorities who had English as an additional language was included within the strategy. The Assistant Director, Education responded that the Local Authority had an excellent track record in multi-disciplinary working and the development of this strategy would be

another shining example of that.

The Chair of Adult Services Committee suggested that a joint meeting of the Adult Services and Children's Services Committees be held in the new municipal year to explore the development of this strategy.

On behalf of the Committee, the Chair thanked the young carers for their very informative and thought provoking presentation.

Decision

- (1) The presentation was noted.
- (2) That a joint meeting of the Adult Services and Children's Services Committees be arranged in the new municipal year to explore the development of a town-wide Carers' Strategy.

103. 2018/19 Schools' Capital Works Programme *(Director of Children's and Joint Commissioning Services)*

Type of decision

Key Decision – Test (i) and (ii) applies. General exception applies and had been approved by the Chief Solicitor and Leader of the Council on 28 February 2018.

Reason for the general exception request was that it was impractical to defer the decision. An error occurred within the Department in terms of completion of the forward plan entry and inclusion within the forward plan. Procedures have now been put in place to prevent a similar error occurring in the future.

Purpose of report

To seek approval to the 2018/19 Schools' Capital Works Programme, as detailed in confidential Appendices 1 and 2 in order to progress the design and detailed costings exercise in time for the majority of projects to be carried out during the summer holiday period. **This item contained exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006 namely, information relating to the financial or business affairs of any particular person (including the authority holding that information).**

Issue(s) for consideration

The report advised the Committee that each year, during January or early February, the Department for Education announced capital funding allocations, these being School Condition Allocations (SCA), for the school estate in Hartlepool both for the Local Authority and the Voluntary

Aided sector. At the time of writing the report, capital funding allocations had not been communicated to the Local Authority. However, the DfE had previously stated that SCA allocations for the current year would be indicative of the funding that responsible bodies will receive in future years. The DfE had further stated that the SCA would be revised annually to reflect any schools moving to a different responsible body e.g. converting to academy status, opening or closing. During 2017/18 (financial year), no community or voluntary controlled schools converted to academy status. Therefore the SCA schemes detailed in confidential appendix 1 were considered affordable based on the 2017/18 SCA funding allocation.

In addition to the SCA schemes, approval was sought for works and contingency totalling £1,068,000 which slightly exceeded the available funding. However, all schemes had a contingency figure built into the costs, therefore officers were confident that the programme was affordable. The programme will be carefully managed to ensure there was no risk of overspending. Further details were provided within confidential Appendix 2. The Assistant Director, Education provided the Committee with an updated figure for the 2018/19 SCA Funding referred to in Table 1 of £655,593.

It was noted that Basic Need funding allocations were made to local authorities (LAs) to support the capital requirements for providing new pupil places by expanding existing maintained schools, free schools or academies and by establishing new schools. Most recent pupil projections suggest that within the north west planning area, a pressure remains for primary places in the short term. Members approval was therefore sought to approve the increase in capacity of West View Primary School to a PAN of 60 as detailed in confidential Appendix 2.

In March 2017, the DfE announced special provision to fund allocations to all Local Authorities. This new funding was to create new school places and improve existing facilities for children and young people with special educational needs and disabilities (SEND) with an education, health and care (EHC) plan. As part of the reviews of social, emotional and mental health (SEMH) and autistic spectrum disorder (ASD) across the town, it had been identified that there was a shortfall in high level (SEMH) including those with an EHC plan and ASD high and low functioning. This has resulted in an increase in out of area placements which has had a significant impact on the high needs block funding. A new provision at Springwell School was proposed to replace and relocate two existing temporary classrooms which require significant improvement to meet current needs. This proposed additional provision will increase place numbers by up to 16. Initial cost estimates were provided in confidential appendix 2 and show a minimum and maximum cost for delivering the project. It was proposed that delegated authority be given to the Director of Children's and Joint Commissioning Services, in consultation with the Chair of this Committee to agree the final scheme cost within this estimated rang. Any funding shortfall would be met from

Basic Need Capital Funding.

In 2016, the Education, Skills and Funding Agency (ESFA) confirmed that High Tunstall College of Science and English Martyrs School and Sixth Form College would form part of the Phase 2 programme for Priority School Build Programme. The current draft programme suggests that works were expected to commence on site in June 2018 with completion dates of August/December 2019. This was subject to the necessary planning permissions being finalised.

The Assistant Director, Education clarified that fire risk assessments had been completed for all schools who were part of a Service Level Agreement with the Council's Health and Safety Team.

The Chair welcomed the special provision capital funding for Springwell Primary Special School and questioned how the Local Authority can look to support Catcote Academy in the future. The Assistant Director, Education confirmed that discussions were already ongoing with the Headteacher in relation to the future provision at Catcote Academy. The Headteacher of Catcote Academy referred to the recently opened post-19 provision at the Centre in Warren Road which was a world class provision for adults to continue learning. It was acknowledged that whilst this may have freed up some space within Catcote Academy, the expected numbers on roll in September 2018 were approximately double the usual admission number.

A lengthy discussion ensued on the provision of a sprinkler system within the development at English Martyrs School and Sixth Form College. A Member suggested that there may be the potential of funding for this from the ESFA and this was currently being explored. A Member expressed concern that this may delay the commencement of the building works at English Martyrs School and Sixth Form College and the Assistant Director, Education reassured Members that he understood that the ESFA had given approval for the first stage of works to commence pending a further decision of Planning Committee.

The Chair of Adult Services Committee was pleased to see the recognition of the shortfall in specialist SEMH support in the town and the additional Special Provision Fund allocation announced by the DfE. The importance of ensuring support for young people with low level mental health support needs was also included within the additional SEMH provision. The Chair responded that the Health and Wellbeing Board had been asked to undertake a whole system review of children's mental health services which was a really positive step.

Decision

- (1) The schedule of 2018/19 capital condition works programme as summarised in **Appendix 1**, was approved subject to the LA agreeing contributions from schools towards individual schemes in

line with the shared funding principles established by the Schools Forum.

This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, information relating to the financial or business affairs of any particular person (including the authority holding that information).

- (2) Retrospective approval was given to the schemes which had been funded from 2017/18 contingency which are detailed in confidential **Appendix 1**.
- (3) The Director of Children's and Joint Commissioning Services, in consultation with the Chair of this Committee, authorise works where an emergency (eg risk of school closure) or a significant risk to health and safety was likely.
- (4) The use of Basic Need Capital Fund to increase current capacity of pupil places at West View Primary School as detailed in confidential **Appendix 2** was approved. **This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, information relating to the financial or business affairs of any particular person (including the authority holding that information).**
- (5) Subject to final consultation, the use of the Special Provision Capital Fund, with a contribution from Basic Need Capital Fund as required, was approved to re-provide and increase capacity at Springwell Primary Special School as detailed in confidential **Appendix 2**. Delegated authority be given to the Director of Children's and Joint Commissioning Services in consultation with the Chair of this Committee to approve the final cost for the scheme within the cost estimate range.
- (6) The update in respect of Priority Schools Build Programme – Phase 2 was noted.

104. Looked After Children – Pupil Premium Plus Funding *(Director of Children's and Joint Commissioning Services)*

Type of decision

Non key.

Purpose of report

To inform Children's Services Committee of changes to Pupil Premium Plus funding for looked after children (LAC) for 2018/19 financial year.

To seek approval of a consistent methodology for distributing Pupil Premium Plus funding in the future.

Issue(s) for consideration

The report provided the background to the Pupil Premium Plus payment made by the Government to schools and local authorities to raise the attainment of disadvantaged pupils and close the gap with their peers. The Pupil Premium Plus for LAC funding must be managed by the Virtual School Headteacher within the Local Authority. In 2017/18, each looked after child attracted an allocation of £1,900 for the year. This was split between schools and the Virtual School in the ratio £990:£910 with school receiving £330 per term per looked after child.

Due to the increase in pupil premium for 2018/19 to £2300 per looked after child, the payments from Hartlepool Virtual School to Hartlepool schools will be increased in approximately the same ratio as described above. Schools will receive £400 each term for each looked after child.

The remaining allocation (£1100) will be held by the Virtual School headteacher to enable the Virtual School to provide additional resources including:

- a) Additional LCA support;
- b) Additional funding; and
- c) Training.

When funding allocations from central government change in the future, it is proposed that the funding is distributed between the looked after child's school and the Virtual School in the ratio 60:40, with the child's school receiving the major share.

The Chair welcomed the increase in Pupil Premium Plus funding for Looked After Children but recognised that this additional funding was limited when looked at in conjunction with the funding of children's services as a whole. A Member sought clarification on the impact of the recent decision of the Government to review the criteria for the provision of free school meals. The Chair indicated that the impact of this decision for the children in Hartlepool was being explored and will be reported to a future meeting of the Committee.

A Member expressed concern at the cost to some families of transporting children to school. One of the Headteachers' representatives added that schools work together to support families and put siblings together wherever possible. It was suggested by a Member that future reporting around families in poverty and the changes to the criteria for free school meals include story boards with examples of families facing different circumstances.

Decision

- (1) That the Virtual School provides Pupil Premium Plus funding to schools for 2018/19 of £2300 per Looked After Child. The

payments to Hartlepool schools to be increased in the ratio as noted in paragraph 3.6 of the report. Schools to receive £400 each term for each looked after child.

- (2) That a proportion of the Pupil Premium Plus funding be retained to provide additional support to all Looked After Children.
- (3) That future Pupil Premium Plus funding as described in the report be distributed 60:40 with school receiving the greatest share.

105. To Nominate Local Authority Representatives to Serve on School Governing Bodies *(Director of Children's and Joint Commissioning Services)*

Type of decision

Non key.

Purpose of report

To update the Committee in respect of vacancies that currently exist for local authority representative governors and to request that Members recommend nominees to the governing bodies where vacancies currently exist.

Issue(s) for consideration

A schedule was submitted with the report setting out details of vacancies which existed, together with applications received. The individual applications were set out in a confidential appendix to the report which contained exempt information under Schedule 12A of the Local Government Act 1972 (as amended by the Local Government), (Access to Information), (Variations Order 2006) namely, information relating to any individual (Para 1).

Decision

That the applicants as set out in confidential Appendix B in respect of local authority nomination be considered by the governing body where the vacancy exists.

106. Engineering Masterclasses 2017 Evaluation *(Director of Children's and Joint Commissioning Services)*

Type of decision

Non key.

Purpose of report

To provide background information to the 2017 series of Royal Institution Engineering Masterclasses and an evaluation of their impact. For the

purposes of this report, the word “school” or “schools” can refer to maintained school or academy.

Issue(s) for consideration

Details of the outcomes and evaluation of the Hartlepool masterclass series were provided in the report and noted that a total of 16 students had enrolled with students from two of the five Hartlepool secondary schools and one Middlesbrough school participating. Attendance was good with 16 children enjoying the Saturday engagement. Further details of the classes was included in the report. All the engineers involved reported that they had enjoyed working in Hartlepool and working with the young people. Key delivery partners of EDF Power and Hart Biological had indicated that they would be willing to support future series. It was noted that one member of the Education Division of Children's and Joint Commissioning Services had attended five of the six Saturday mornings to support the masterclasses. In addition to this, one teacher from English Martyrs School had given up two Saturday mornings to support the series. Without this supervisory and hands-on support from colleagues, the series would not have happened.

The Chair supported the Engineering Masterclasses as it had great potential and increases the offer for young people, particularly out of school.

Decision

- (1) The report was noted.
- (2) The organisation of a further series in 2018 was endorsed.
- (3) It was noted that a summative report regarding the longer term impact of the Engineering Masterclasses in 2015, 2016 and 2017 to be submitted to the Committee in the new municipal year.

107. Reconstitution of the Governing Body of High Tunstall College of Science *(Director of Children's and Joint Commissioning Services)*

Type of decision

Non key.

Purpose of report

To seek approval to the reconstitution of the Governing Body and the Instrument of Government of High Tunstall College of Science in accordance with the School Governance (Constitution) (England) Regulations 2012 as amended by the School Governance (Constitution and Federation) (England) (Amendment) Regulations 2014.

Issue(s) for consideration

The background to the reconstitution of the Governing Body was included in the report. A number of recent resignations and governors' terms of office ending had given the College the opportunity to consider the constitution of the Governing Body including a review of the skills required to deliver effective governance and those which the membership as able to provide.

At its meeting on 8 February 2018, the Governing Body had approved the following revised constitution:

4 Parent Governors;
1 Local Authority Governor;
1 Staff Governor;
1 Headteacher;
7 Co-opted Governors; and
4 Partnership Governors.

Further details were set out in the revised Instrument of Government attached at Appendix A to the report.

Decision

The reconstitution of the Governing Body of High Tunstall College of science under the School Governance (Constitution and Federation)(England)(Amendment) Regulations and the revised Instruments of Government in accordance with the details contained with Appendix A was approved.

108. Early Help Statement of Intent *(Director of Children's and Joint Commissioning Services)*

Type of decision

Non key.

Purpose of report

To set out the current position of Early Help in Hartlepool and asks Members to support the actions within the Statement of Intent. The Statement of Intent will also be shared at the Children's Strategic Partnership to gain commitment from partners.

Issue(s) for consideration

It was noted that the aim of Early Help was to support families before it gets to crisis and statutory services need to be involved. Further details on the current early help provision was included in the report and included four locality teams that currently consist of health visitors,

community nursery nurses, school nurses, staff nurses, social workers and family support workers. It was noted that there had been four multi-agency sessions to develop the Statement of Intent, attached at Appendix A. The Statement had been developed using the evaluation from the Troubled Families Programme. This was aligned with the feedback from parents in relation to SEND which indicated that key working made a massive difference to them in order to navigate complex systems. A fact sheet had been developed to assist parents identify how they can access help and support and this was attached at Appendix B.

The Assistant Director, Children's and Families' Services indicated that the Early Help Statement of Intent would be considered by the Children's Strategic Partnership at its meeting tomorrow. The Chair thanked the Assistant Director for all her hard work and dedication that had gone into producing this Early Help Statement as this had involved a lot of work across multi-agencies.

The Chair of Adult Services Committee added that the Early Help Statement was an excellent initiative with impressive objectives and the success of this statement was integral to achieving buy-in from the multi-agency organisations including GP's, Schools and the Community and Voluntary Sector at the earliest possible opportunity.

Decision

The current position was noted in relation to Early Help and the Statement of Intent was approved with Council-wide support to this approach.

109. Dedicated Schools Grant – High Needs Block Budget 2018/19 *(Director of Children's and Joint Commissioning Services)*

Type of decision

Non key.

Purpose of report

To inform Members of the funding allocation for the High Needs Block budget 2018/19.

Issue(s) for consideration

The background to the transition to a national funding formula (NFF) was included in the report. It was noted that although Hartlepool will gain under the new formula, the increase of 2.7% in the high needs block was not sufficient to meet the current demand for services for children and young people with special educational needs.

Further details of the High Needs Block budget for 2018/19 was included in the report and it was noted that the grant was £0.011m lower than forecast in the report to the Committee on 12 December 2017. This difference would be funded using Dedicated Schools Grant Reserve. A summary of the 2018/19 budget was included in the report and totalled £8,989m.

The Chair referred to a motion that was considered in January by Full Council in relation to SEND funding along with the wider funding issues across the whole of the school estate. A response had been received from the Minister of State for School Standards and was considered by Council on 15 March 2018. It was resolved that a further letter be forwarded reiterating the points raised in the earlier letter and to highlight that Members' concerns had not been adequately addressed in the letter of response in terms of current funding pressures facing the Council and that the proposed increases were insufficient to meet the future educational needs of the town.

Decision

- (1) The report was noted.
- (2) The 2018/19 budget as outlined in paragraph 4.4 was approved.

110. Think Family: Evaluation of the Troubled Families Programme in Hartlepool (*Director of Children's and Joint Commissioning Services*)

Type of decision

For information.

Purpose of report

To provide an overview of the Troubled Families programme in Hartlepool. It sets out how delivery of the programme has developed since its inception in 2012, what evidence exists in terms of improved outcomes for families, and how it has acted as a catalyst for wider service transformation across all partners in Hartlepool. It was important that Members were informed of the evaluation of the Programme.

Issue(s) for consideration

The report included a detailed overview and history of the national Troubled Families Programme. An evaluation of the programme showed that the approaches that Hartlepool had taken to implement the national Troubled Families Programme had made a positive impact on families and individuals. Based on this evidence, a number of recommendations were made and detailed in the report with the purpose of encouraging debate regarding how partnerships between organisations in Hartlepool can be further developed and what good practice can be taken forward

post-2020.

The Chair noted that this was a detailed and comprehensive report of the programme undertaken, in particular the impact of the toxic trio of domestic abuse, mental ill-health and substance misuse. These three issues were huge factors in the majority of cases and it was encouraging to note that dealing with these issues would be embedded into the workforce across the Department. In response to a question from the Chair, the Assistant Director, Children's and Families' Services confirmed that future budget pressures were a concern and the funding of those posts involved would need to be reviewed, along with the wider budget pressures. The Director of Children's and Joint Commissioning Services noted that as the Department had delivered budget savings, some of the funding had been used to support the whole system which was in line with the Troubled Families model in Hartlepool and there was a future financial risk to the cessation of that funding.

Decision

The report along with the recommendations contained therein were noted.

111. The Youth Council (*Director of Children's and Joint Commissioning Services*)

Type of decision

For information.

Purpose of report

To present the annual report of activity completed by the Hartlepool Borough Council Youth Council.

Issue(s) for consideration

The Chair of the Youth Council who is also the elected Member of Youth Parliament (MYP) gave a presentation on the activity undertaken by the Youth Council which works with the Council to make positive changes for the town's young people and campaign on issues identified as being important to young people. The report included updates across the following two elements:

- Youth Council Recruitment; and
- Brand and PR Development.

It was noted that the Youth Council has historically struggled in terms of participation. The Sunderland Youth Council operates on a voluntary basis, whereby anyone who is interested can attend and participate as opposed to be democratically elected. After exploring this model further,

the decision was taken that the next round of recruitment would use this model.

A recruitment event was undertaken on 6 December 2017 with leaflets and flyers distributed to raise awareness of the work undertaken by the Youth Council. A PR campaign was also developed and received positively with Hartlepool Life newspaper picking up the story. Whilst the recruitment day had limited success, three new members identified as part of this campaign, were now making very valuable contributions to the group and increased the membership of the group to 12.

The Youth Council worked with the Council's Communications and Marketing Team along with a graphic designer to develop a brand. After an initial design and some final tweaks, the final design was approved by the Chair of Children's Services Committee on behalf of the Leader of the Council. Examples of the branding was attached by way of appendix.

A discussion ensued in which it was noted that the Youth Council had developed with a great deal of work being undertaken and the move to the voluntary/participation model as opposed to democracy model was interesting. The importance of hearing young people's views and empowering them through their participation at Committee was emphasised. Members were encouraged by all the hard work already undertaken and the efforts made to increase membership of the Youth Council. A representative from the Young Carers suggested that increasing the Youth Council's presence within schools would raise awareness which may lead to increased membership, even if this was by providing a presentation to be shown to the students rather than having to attend in person.

The Chair suggested that an update be provided to the Committee in six months to show how the Youth Council has developed further.

Decision

- (1) The update provided was noted.
- (2) That a further update report be provided to Committee in six months.

112. Any Other Items which the Chairman Considers are Urgent

The Chairman ruled that the following items of business should be considered by the Committee as a matter of urgency in accordance with the provisions of Section 100(B) (4)(b) of the Local Government Act 1972 in order that the matter could be dealt with without delay.

Minute 113 – Centre for Excellence and Creative Arts, King Oswy Drive

The Committee noted that the date and time of the next meeting was to be confirmed.

113. Any Other Business – Centre for Excellence in Creative Arts, King Oswy Drive

The Vice Chair informed the Committee that an Open Day was being held at the Centre for Excellence in Creative Arts on King Oswy Drive (formerly the Northern Lights Academy), on Wednesday 28 March 2018 and everyone was welcome to attend. There would be tours of the Centre with various activities being undertaken and this would be organised into the following hourly sessions: 9am-10am, 11am-12noon, 2pm-3pm and 6pm-7pm.

The Chair noted that the date and time of the next meeting was to be confirmed and as this was the last meeting of the municipal year, thanked everyone for their attendance across the year and for the invaluable contributions.

The meeting concluded at 6.20pm

P J DEVLIN

CHIEF SOLICITOR

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