

CHILDREN'S SERVICES COMMITTEE

AGENDA



Tuesday 4 December 2018

at 4.00 pm

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

MEMBERS: CHILDREN'S SERVICES COMMITTEE

Councillors Harrison, James, Lauderdale, Little, Marshall, Moore, Trueman.

Co-opted Members: Jo Heaton, C of E Diocese and Stephen Hammond, RC Diocese representatives.

School Heads Representatives: Mark Tilling (Secondary), David Turner (Primary), Zoe Westley (Special).

Six Young Peoples Representatives

Observer: Councillor Thomas, Chair of Adult Services Committee

1. APOLOGIES FOR ABSENCE

2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS

3. MINUTES

- 3.1 Minutes of the meeting held on date 13 November 2018 (*previously circulated and published*).

4. BUDGET AND POLICY FRAMEWORK ITEMS

- 4.1 No items.

5. KEY DECISIONS

- 5.1 No items.



6. OTHER ITEMS REQUIRING DECISION

- 6.1 Children's Safeguarding Partnership Arrangements – *Director of Children's and Joint Commissioning Services*
- 6.2 Term and Holiday Dates 2020-21 – *Director of Children's and Joint Commissioning Services*

7. ITEMS FOR INFORMATION

- 7.1 Fostering Service Interim Report - 1st April 2018 – 30th September 2018 – *Director of Children's and Joint Commissioning Services*
- 7.2 Review of Hartlepool Agreed Syllabus for Religious Education – *Director of Children's and Joint Commissioning Services*
- 7.3 Strategic Financial Management Report - as at 30th September 2018 – *Director of Children's and Joint Commissioning Services and Director of Finance and Policy*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

FOR INFORMATION

Date of next meeting – Tuesday 22 January 2019 at 4.00 pm in the Civic Centre, Hartlepool.



CHILDREN'S SERVICES COMMITTEE

4th December 2018



Report of: Director of Children's and Joint Commissioning Services

Subject: CHILDREN'S SAFEGUARDING PARTNERSHIP
ARRANGEMENTS

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non key decision

2. PURPOSE OF REPORT

- 2.1 To ask members to approve the establishment of a Hartlepool and Stockton-on-Tees Safeguarding Children Partnership (see Business Case **Appendix A**)
- 2.2 To ask members to approve Hartlepool Borough Council to host the new safeguarding partnership (Hartlepool and Stockton-on-Tees Safeguarding Children Partnership).

3. BACKGROUND

- 3.1 The Children Act 2004 required areas to establish local Safeguarding Children's Boards with all partners. Hartlepool Safeguarding Children's Board was established and has been in existence since this date.
- 3.2 A national review of Local Safeguarding Boards was published in March 2016 (Wood Review). This set out recommendations for a different approach to partnership safeguarding arrangements. The Government in the Children and Social Work Act 2017 abolished Local Safeguarding Boards as was set out in Children Act 2004. In their place it puts duties on three 'safeguarding partners' - the local authority, any Clinical Commissioning Groups operating in the area and the Chief Officer of Police - to make safeguarding arrangements that respond to the needs of children in their area.

3.3 The Act allows two or more areas to combine their safeguarding arrangements if they wish. The main responsibilities of the new safeguarding arrangements are:

- To involve 'relevant agencies' in their area
- To identify and supervise the review of serious safeguarding cases in their area
- To publish their local safeguarding arrangements
- To arrange for independent scrutiny of their local safeguarding arrangements
- To publish a report every 12 months on what they and the relevant agencies have done as a result of the local safeguarding arrangements and how effective the arrangements have been in practice

4. PROPOSALS

4.1 Hartlepool Borough Council and Stockton Borough Council already have effective partnership working through:

- Children's Hub
- Tees Valley Adoption Agency
- Emergency Duty Team

Due to this established working it was agreed to explore a new safeguarding arrangement across North Tees.

4.2 A project group and partnership group were established at the beginning of 2018 with Hartlepool Borough Council, Stockton-on-Tees Borough Council, Hartlepool and Stockton-On-Tees Clinical Commissioning Group and Cleveland Police. Work has been undertaken through these groups to develop a new model which is set out in the attached Business Case (Appendix A)

5. NEW MODEL

5.1 The new model is based on an active learning approach with the focus being on front line practitioners being involved in shared learning.

5.2 The new model will consist of an executive partnership with membership from statutory partners. There will also be an engine room group that will identify key lines of enquiry for possible learning activity.

5.3 Themes will be identified through qualitative and quantitative data, local reviews, national reviews and audit practice across the system (single agency and multi agency). Action learning will be commissioned to look at the themes identified which will involve front line practitioners. This model allows practitioners to learn as they take part in the activity. This learning will also be shared with the executive group to ensure that the learning is disseminated across the system.

- 5.4 The business case sets out the model however there is further work needed to develop the detail of the model. This work will take place within the groups already identified in 4.2.
- 5.5 It is proposed that the new model will be tested in January 2019 alongside the current arrangements. An ongoing review will take place to ensure that any learning is captured in the new arrangements. It is intended for the new model to go live formally in April 2019 with the new partnership arrangements being published in April 2019 (as required within the Children and Social Work Act 2017).

6. CONSULTATION

- 6.1 The statutory partners have consulted within their organisations in order to shape the model. The Executive Groups of Hartlepool's Safeguarding Children Board and Stockton-on-Tees Safeguarding Children Board have discussed the model and informed its design.
- 6.2 A joint board (Hartlepool and Stockton) meeting took place on 18th October 2018. The business case was considered and the findings have been included within the business case.

7. RISK IMPLICATIONS

- 7.1 There is a risk that the new arrangements may not be as robust as previous arrangements due to the limited number of statutory safeguarding partners. To mitigate this risk it has been agreed that the independent chair will be continued for at least one year after implementation and a review will be carried out within this time to understand progress and impact.

8. FINANCIAL CONSIDERATIONS

- 8.1 The proposed budget for 2019/2020 under the new arrangements will be the same as the current budget for 2018/2019.

9. LEGAL CONSIDERATIONS

- 9.1 The Children and Social Work Act 2017 sets out clearly the responsibilities of the statutory partners and the requirements within these statutory duties.

10. CHILD AND FAMILY POVERTY (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

- 10.1 The safeguarding children partnership will oversee the effectiveness of partnership safeguarding arrangements and will ensure that all children are supported as needed.

11. EQUALITY AND DIVERSITY CONSIDERATIONS (IMPACT ASSESSMENT FORM TO BE COMPLETED AS APPROPRIATE.)

- 11.1 The safeguarding children partnership will oversee the effectiveness of partnership safeguarding arrangements and will ensure that all children are supported as needed.

12. STAFF CONSIDERATIONS

- 12.1 Hartlepool will lead the new arrangements and therefore there will be no changes for staff currently working within the Hartlepool Safeguarding Children's Board team.

13. ASSET MANAGEMENT CONSIDERATIONS

- 13.1 There are no asset management considerations.

14. RECOMMENDATIONS

- 14.1 For members to approve the new safeguarding partnership arrangements for Hartlepool and Stockton-on-Tees.
- 14.2 For members to approve Hartlepool Borough Council to host Hartlepool and Stockton-on-Tees Safeguarding Children Partnership to go live in April 2019.

15. REASONS FOR RECOMMENDATIONS

- 15.1 To ensure that we are adhering to statutory requirements within the Children and Social Work Act 2017.

16. BACKGROUND PAPERS

None

17. CONTACT OFFICERS

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HARTLEPOOL AND STOCKTON-ON-TEES SAFEGUARDING CHILDREN PARTNERSHIP

BUSINESS CASE

1. INTRODUCTION

- 1.1 The Children and Social Work Act 2017 and Working Together 2018 set out the requirement to replace Local Safeguarding Boards with safeguarding partnerships. The Act defines safeguarding partners as:

“A safeguarding partner in relation to a local authority area in England is defined under the Children Act 2004 (as amended by the Children and Social Work Act 2017) as:

(a) the local authority

(b) a clinical commissioning group for an area any part of which falls within the local authority areas

(c) the chief officer of police for an area any part of which falls within the local authority area”

- 1.2 Working Together requires the three safeguarding partners to agree on ways to co-ordinate their safeguarding services; act as a strategic leadership group in supporting and engaging others; and implement local and national learning including from serious child safeguarding incidents.
- 1.3 The following document sets out the proposal to develop a Hartlepool and Stockton-on-Tees Safeguarding Children Partnership.

2. VISION, OBJECTIVES AND PARTNERS

2.1 Vision

Our vision:

“Every child in Hartlepool and Stockton to be safe from harm, and to feel safe, secure, well cared for and able to reach their full potential”

- 2.1.1 Our aim as a partnership is to understand what is working well, what needs further development in our collective safeguarding practice to achieve this vision and how to address areas that do not meet the required standards.

2.1.2 We will work as a partnership recognising the importance of working with practitioners via our new 'Active Learning' approach, focusing on facilitating and driving action beyond the usual institutional and agency constraints and boundaries. Practitioners developing lasting and trusting relationships with families will be at the heart of our methodology. This will provide an opportunity to influence front line safeguarding practice as we learn and improve together.

2.1.3 We will support active learning by the establishment of a pool of independent 'Critical Friends' to facilitate learning and challenge practice with a view to embedding this within our partnership and sharing it with other local strategic partnerships that work with children and families.

2.2 Objectives

- To achieve the best possible outcomes for children and families and provide targeted services that meet their need in a co-ordinated way.
- To improve safeguarding practice across all partners thus impacting positively on the lives of children
- To improve multi agency working, early identification and analysis of issues and threats / barriers to improve safeguarding practice
- To enable shared learning with front line staff across all partners
- To establish and embed peer challenge as a process for learning and improvement
- To embrace a culture of challenge with organisations and agencies holding one another to account.
- To share information effectively to facilitate more accurate and timely decision making for families.
- To deliver on key elements that inform the basis of effective safeguarding practice:
 - Effective governance
 - Quality assurance and intelligence
 - A culture of learning and improvement

2.3 Partners

The partners in Hartlepool and Stockton on Tees Safeguarding Children Partnership include the following in accordance with Working Together 2018 (and Children and Social Work Act 2017).

- a) Hartlepool Borough Council
- b) Stockton-on-Tees Borough Council
- c) Hartlepool and Stockton-on-Tees Clinical Commissioning Group
- d) Chief Officer of Cleveland Police

In addition, the three statutory safeguarding partners must set out how they will work together, and with, any relevant agencies. Relevant agencies are those organisations and agencies whose involvement the safeguarding partners consider may be required to safeguard and promote the welfare of children with regard to local need. These are:

- Adoption Tees Valley
- British Transport Police
- Children and Family Court Advisory and Support Service (CAFCASS)
- Children, young people and families
- Cleveland Fire and Rescue Service
- Colleges, schools and Early Years settings
- Community / Voluntary Sector Organisations
- Durham Tees Valley Community Rehabilitation Company (CRC)
- Faith organisations
- Hartlepool Local Authority:
 - Housing
 - Sports and Leisure
 - Youth Offending Team
- Local Housing providers
- National Probation Service (NPS)
- NHS England
- North Tees and Hartlepool NHS Foundation Trust
- Residents of Hartlepool and Stockton-on-Tees
- Stockton-on-Tees Local Authority:
 - Housing
 - Sports and Leisure
 - Youth Offending Teams
- Tees, Esk and Wear Valleys NHS Foundation Trust (TEWV)
- Teesside Safeguarding Adults Board (TSAB)
- The Police & Crime Commissioner

The contributions to be made by the above named non-statutory partners will be outlined within a Memorandum of Understanding which is to be developed as part of the transition plan for the new arrangements. Models of involvement will be tested within the transition period and used to inform the agreed contributions. Possible contributions of the above named relevant agencies may include:

- Involvement in multi-agency audits
- Involvement in action learning activities
- Involvement in multi-agency training
- Attendance at Safeguarding Forums
- Attendance at Engine Room meetings
- Submission of Section 11 audit returns or equivalent (internal review)
- Amendments to policy, processes or procedures in light of learning
- Joint meetings with the Teeswide Safeguarding Adults Board (TSAB)

3. STRATEGIC FIT/ BUSINESS BENEFITS

3.1 Strategic Fit

The development of a new safeguarding arrangement across Hartlepool and Stockton on Tees fits with the existing effective collaborative working across North Tees. This collaborative working is already evident within Tees Safeguarding Adults Board, Tees Valley Adoption Agency and Children's Hub.

3.2 Business Benefits

The benefits of developing the new safeguarding partnership include:

- Sharing expertise across a wider footprint
- Increase collaboration across the two areas, to increase efficiency and minimise duplication
- Optimise quality, safety and scrutiny
- Potential to realise savings in the longer term
- Shared Learning

3.3 System benefits

- Potential realignment and reduction of resources (human and financial)
- Improvement in two-way communication through a single Partnership for North Tees which will enhance clarity of information sharing to executive groups and operational staff.
- An enhanced focus on the quality of practice at the front line and the impact on outcomes for CYP
- Enhanced ability to implement change and drive forward learning across teams
- The ability to extend the benefits of high quality multi agency information sharing and practice beyond the Children's hub
- System assurance around the quality and effectiveness of service delivery and impact on CYP outcomes.

3.4 Critical Success Factors

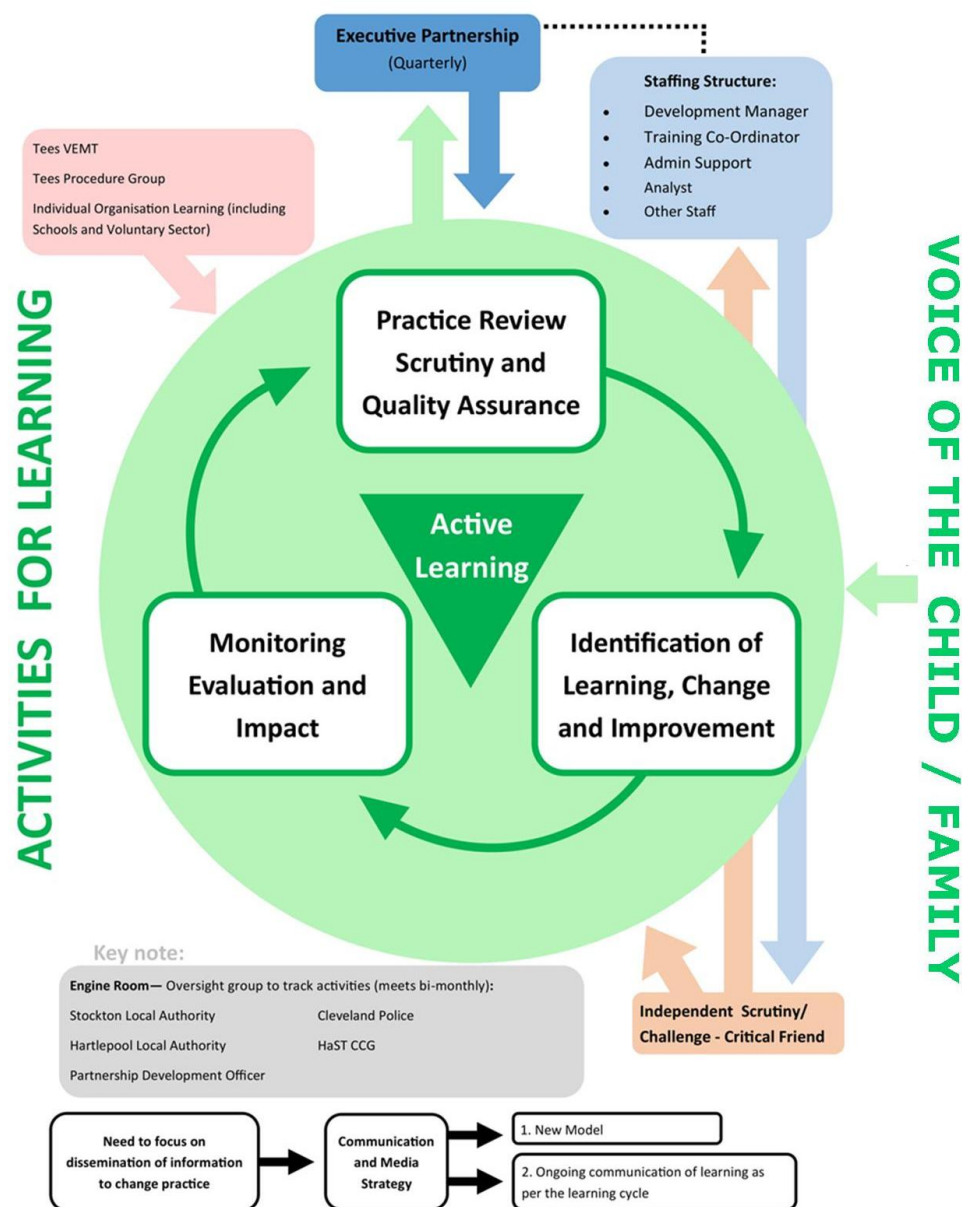
The aim of the safeguarding children partnership is to prevent and reduce harm. This will be achieved through the promotion of high quality front line practice, taking every opportunity to learn and share using an evidence based approach.

Successful adoption of this model will ensure a system wide approach, thus increasing the value of the contribution by individual agencies to achieve improved outcomes for children and young people.

The Hartlepool and Stockton-on-Tees Safeguarding children Partnership will measure success using performance data, audit and feedback from children and young people, families and practitioners. To demonstrate this success and impact partners would expect to see that:

- 1. Recommendations from identified learning are implemented**
This may be in the form of changes to processes, policy, procedures or practice and implemented both individually (single-agency) and/or collectively (multi-agency) and will demonstrate that dissemination mechanisms are in place and effective. (Audit and practitioner feedback)
- 2. Multi-agency Safeguarding practice is co-ordinated**
The child and family should experience a coherent process of support which will demonstrate that partners are co-operating and communicating effectively to co-ordinate the commissioning of integrated services. (Audit and Children young people and family feedback)
- 3. An increase in the effectiveness of Early Help**
The number of children and young people who are supported at the earliest opportunity through Early Help (across all partners) should increase; which will demonstrate that partners have in place effective ways to identify emerging issues and potential unmet needs and are providing targeted and co-ordinated services to address these needs. (Performance data)
- 4. A reduction in the number of children and young people needing to be supported through Children's Social Care**
The number of children and young people needing to be supported through Children's Social Care should reduce which will demonstrate the effectiveness of evidence-based, needs-led targeted and co-ordinated services. (Performance data)

4. HARTLEPOOL AND STOCKTON-ON-TEES SAFEGUARDING CHILDREN PARTNERSHIP MODEL



The model is based on an active learning approach. Themes will be identified through qualitative and quantitative data, local reviews, national reviews and audit practice across the system (single agency and multi agency). Action learning will be commissioned to look at the themes identified which will involve front line practitioners. This model allows practitioners to learn as they take part in the activity. This learning will also be shared with the executive group to ensure that the learning is disseminated across the system.

5. GOVERNANCE ARRANGEMENTS

5.1 Executive Partnership

5.1.1 Functional responsibility of the Executive Partnership will be shared between the key agencies identified in the Children and Social Work Act (2017) and include executive level members of Cleveland Police, Hartlepool & Stockton-on-Tees Clinical Commissioning Group (HAST CCG) , and both Hartlepool and Stockton-on-Tees Local Authorities.

5.1.2 Ultimate responsibility and accountability will lie with the lead representatives for the safeguarding partners which are: the Local Authority Chief Executive, the Accountable Officer of the Clinical Commissioning Group, and the Chief Police Officer.

5.1.3 Delegated responsibility can be conferred to named officers who will form the Executive Partnership. The lead representative will however remain accountable for any actions or decisions taken on behalf of their agency in accordance with the statutory functions and regulations.

5.1.4 All four partners will have equal and joint responsibility for local safeguarding arrangements and will meet formally each quarter to review and determine how the safeguarding arrangements are progressing; to celebrate good practice, identify areas for learning and improvement, provide direction as appropriate and receive exception reports from the Engine Room. Informal discussion will take place between meetings when the necessity arises.

5.1.5 The Executive Partnership will:

- Promote effective multi agency working to safeguard children and promote their welfare;
- Share and co-own the vision for how to achieve improved outcomes for vulnerable children;
- Ensure that services are commissioned in a co-ordinated way; through liaison with other key partnerships and Boards;
- Promote co-operation and integration between universal services such as schools, primary and secondary care, adult services, early years settings, youth services and colleges, voluntary and community and specialist support services;
- Oversee core safeguarding functions of the partnership arrangement
- Scrutinise the quarterly reports on learning activity presented to them by the 'engine room';
- Provide further challenge where necessary when seeking assurance, evidencing impact and improvement;
- Liaise with other key local partnerships and boards; feeding back any relevant information to the 'engine room';
- Propose any relevant lines of enquiry for learning activity;
- Ensure all statutory function and requirements are met;
- Approve the appointment of reviewers for local case reviews

- Publish a threshold statement in liaison with the Hartlepool & Stockton-on-Tees Children's Hub Management Board which sets out the local criteria for action required to safeguard and promote a child's welfare in a way that is transparent, accessible and easily understood.

5.1.6 The Executive Partnership meetings will be chaired by an independent chair for the first year to ensure that the new arrangements are established and embedded. This will be reviewed after the first year of the new arrangements.

5.2 Engine Room

5.2.1 The Engine Room will initially meet monthly, moving to bi-monthly, and will be supplemented by the activity and active learning sets. The engine room will include representatives from Hartlepool & Stockton-on-Tees CCG, Cleveland Police, Hartlepool Children's Services, Stockton-on-Tees Children's Services, and the Partnership Development Manager. Additional members will be co-opted onto the group from other agencies as and when appropriate. This group is accountable to the Executive Partnership and will therefore operate for and on behalf of them. Individual Members of the Engine Room will also engage with other colleagues on behalf of the group when undertaking or leading on a key function.

5.2.2 In addition it is proposed there will be two open Engagement Sessions a year that will include representatives from the Education and Community / Voluntary Sectors and other relevant Safeguarding Agencies.

5.2.3 The functions of the Engine Room carried out on behalf of the Executive Partnership include:

- Identification of Key Lines Of Enquiry (KLOE);
- Receiving recommendations from relevant Performance Management Framework (PMF) groups and the Executive Partnership for further exploration;
- Analysis of data and soft intelligence to identify, scrutinise and address any themes arising;
- Commissioning Action Learning Sets;
- Identification of training and commission training following findings from action learning sets;
- Quality assurance;
- Multi Agency Audits;
- Consider requests for National and Local Child Safeguarding practice reviews;
- Identifying and ensuring dissemination of good practice, in order to celebrate and learn;
- Establish and implement the Communication Strategy;
- Impact testing – Monitor and review change for improvement / learning;
- Report learning and impact to Executive Partnership;
- Responsible for producing the Annual Report.

5.2.4 On behalf of the Executive Group, the Engine Room will analyze and identify training and development needs and associated delivery opportunities. This will include existing and emerging challenges and also include the effective evaluation of delivery.

5.2.5 The Engine Room will be chaired by a statutory partner on a rota basis.

5.2.6 Each member of the Engine Room will attend all meetings and where this is not possible will send a person to deputise who has been briefed on the nature of the meeting to allow for contribution and the appropriate level of decision-making to the meeting.

5.3 Independent accountability and scrutiny

5.3.1 The Safeguarding partnership will be in the first instance chaired by an independent chair. This will ensure that all safeguarding partners are held to account and are contributing to the new arrangements as per the governance agreement.

5.3.2 An independent “critical friend” will be appointed to each of the learning action activities to ensure that challenge and scrutiny is central to the work undertaken. The critical friend will offer expertise and scrutiny to the operational elements of the new arrangements.

5.3.3 The safeguarding partnership will also publish an annual report which will set out:

- Effectiveness of partnership in relation to critical success factors;
- Findings and impact from action learning activity;
- The partnership will undertake a review of its arrangements within 12 months.

5.4 Links to Tees Safeguarding groups

5.4.1 Tees Procedures and Tees Strategic Vulnerable Exploited Missing and Trafficked (VEMT) will continue to function as Tees groups. Recommendations from these Tees groups will be considered by the Engine Room; leading to active learning on particular themes being commissioned where needed.

5.4.2 It will also be the responsibility of the Engine Room to report any relevant findings back to these Tees Groups to ensure that learning can be shared across Tees.

5.4.3 It is expected that the data currently collected within the Tees PMF framework will continue to be gathered. The data analyst will analyse the information and present to the engine room. It will be the responsibility of the engine room to look at the analysis to determine if there is learning activity that needs to take place to further dive into the issues that the data is presenting.

6. STAFFING

6.1 Current staffing dedicated to the two boards consist of:

- 2 x full time Business Managers
- 1 x full time Joint Training Co-ordinator
- 1 full time admin (0.5 x2)

Stockton currently commission their admin function internally (equivalent to 1 full time post)

6.2 Proposed staffing structure will consist of:

- 1 full time Partnership Development Manager
- 1.5 x full time Admin
- 1 x full time Joint Training Coordinator;
- 1 x part time development officer/ data analyst
- Commissioned independent 'Critical Friends'

(NB: These will be subject to review in the first year.)

6.3 It is proposed that Hartlepool Borough Council will host the employees for the new safeguarding partnership due to all existing LSCB staff currently being employed by Hartlepool Council. All SLSCB staff are no-longer in post.

7. FINANCIAL IMPLICATIONS

7.1 The proposed budget for 2019/2020 will be the same as the 2018/2019 budget.

8. CONSULTATION

8.1 The following consultation has been undertaken with partners:

Stakeholder group	Purpose of engagement/ consultation
Individual discussions within organisations	To develop model of delivery and scope of the model – North Tees approach.
LSCB Executives	To develop model of delivery
Boards	Board meetings to consider: Initial proposals which included principles of working Outline proposals which set out delivery model Joint consultation meeting to explore detail

Staff	Formal staff consultation for changes in delivery model and joint work between local authorities
Discussion with chair	To further develop model with particular reference to Tees current shared arrangements e.g. Tees PMF and to explore interaction with partners not considered a formal partner in the new arrangements e.g. schools.
Elected members/ CCG Executive/ Cleveland Police Executive	For final approval of delivery model

9. OPTIONS CONSIDERED

Option	Advantages	Disadvantages
Develop safeguarding partnerships (as per Children and Social Work Act 2017) on the current LSCBs footprint	<ul style="list-style-type: none"> • Limited change needed • No additional costs 	<ul style="list-style-type: none"> • Duplication of reports presented at sub-groups / other Boards and committees
Tees Safeguarding Partnership	<ul style="list-style-type: none"> • More efficiencies for partners 	<ul style="list-style-type: none"> • Potential for loss of local learning for front line practitioners
Hartlepool and Stockton-on-Tees Safeguarding Partnership	<ul style="list-style-type: none"> • Current collaborative working across the two areas is successful (Children's Hub) • Efficiencies for partners (incl human / financial resources) • Reduction of duplication • Greater focus on active learning and impact on frontline practice 	<ul style="list-style-type: none"> • Potential disruption associated with the move to a different geography and different working arrangements

CHILDREN'S SERVICES COMMITTEE

4 December 2018



Report of: Director of Children's and Joint Commissioning Services

Subject: TERM AND HOLIDAY DATES 2020-21

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 This is a non-key decision.

2. PURPOSE OF REPORT

2.1 To seek agreement of the Children's Services Committee to the pattern of school term and holiday dates for the school year 2020-21 for Community and Voluntary Controlled schools.

2.2 To seek agreement of the Children's Services Committee in recommending these dates to governing bodies of Aided and Foundation schools, and Academies in Hartlepool.

3. BACKGROUND

3.1 As the local authority (LA), the Council has the responsibility for setting the school term and holiday dates for Community and Voluntary Controlled schools in Hartlepool. Voluntary Aided and Foundation schools' governing bodies and Academy Trusts are responsible for setting their own school holiday pattern within the agreed national framework of working days. Traditionally the LA and the governing bodies of all of the Voluntary Aided and Foundation schools work together to ensure a consistent pattern across the town in respect of school term and holiday dates, though in the case of Roman Catholic schools in particular, some variation does occur in some years.

3.2 The term time pattern proposed for 2020-21 provides for an "envelope" of 195 days. Five of these 195 days must be taken as PD (professional development) days as provided for in the teachers' conditions of service. These may be taken in combinations of whole day or part-day "twilight" sessions at the direction of individual schools.

- 3.3 Local authorities for a number of years have tried with some success to agree a unified calendar of term dates across the northern region from Yorkshire to Northumberland, based on guiding principles agreed by the regional group in 2012-13.

4. PROPOSALS

- 4.1 In the summer term 2018 representatives from the Tees Valley region and other north east representatives consulted on a pattern for 2020-21 based on the guiding principles. The 2020-21 proposal is set out at **APPENDIX A**. They then agreed to consult on this proposal within their own authorities. The proposed pattern enables schools to begin the academic year on Monday 1 September 2020 and end the year on Tuesday 20 July 2021.
- 4.2 Following discussions, arrangements were made to consult all head teachers in Hartlepool and also the relevant associations / unions through the Director's termly meetings on the school year pattern for 2020-2021. On the completion of local consultation in the region, the general consensus from the local authorities within the Tees Valley and other regional authorities is to adopt the model attached at **APPENDIX A**.

5. RISK IMPLICATIONS

- 5.1 None

6. FINANCIAL CONSIDERATIONS

- 6.1 None

7. LEGAL CONSIDERATIONS

- 7.1 None

8. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 8.1 None

9. EQUALITY AND DIVERSITY CONSIDERATIONS

- 9.1 None

10. STAFF CONSIDERATIONS

10.1 None

11. ASSET MANAGEMENT CONSIDERATIONS

11.1 None

12. RECOMMENDATIONS

12.1 Committee is recommended to:

- a. approve the scheduled term dates and holiday dates for 2020-21 for Community and Voluntary Controlled Schools as shown in **APPENDIX A**
- b. recommend the scheduled of term and holiday dates for 2020-21 to governing bodies of all Voluntary Aided and Foundation schools, as well as academies, in Hartlepool.

13. REASONS FOR RECOMMENDATIONS

13.1 The proposals seek to achieve common term dates across Yorkshire and the north east based on guiding principles enabling continuity for parents, carers, other schools, local authority staff and other agencies.

14. BACKGROUND PAPERS

14.1 None

15. CONTACT OFFICER

15.1 Ann Turner
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DRAFT HARTLEPOOL CALENDAR 2020-21

2020	AUGUST 2020	SEPTEMBER 2020	OCTOBER 2020	NOVEMBER 2020	DECEMBER 2020
Monday	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28
Tuesday	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29
Wednesday	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Thursday	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31
Friday	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25
Saturday	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26
Sunday	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27

Bank Holiday	
School Holiday	

2021	JANUARY 2021	FEBRUARY 2021	MARCH 2021	APRIL 2021	MAY 2021	JUNE 2021
Monday	4 11 18 25	1 8 15 22	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28
Tuesday	5 12 19 26	2 9 16 23	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29
Wednesday	6 13 20 27	3 10 17 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30
Thursday	7 14 21 28	4 11 18 25	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24
Friday	1 8 15 22 29	5 12 19 26	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25
Saturday	2 9 16 23 30	6 13 20 27	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26
Sunday	3 10 17 24 31	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27

2021	JULY 2021
Monday	5 12 19 26
Tuesday	6 13 20 27
Wednesday	7 14 21 28
Thursday	1 8 15 22 29
Friday	2 9 16 23 30
Saturday	3 10 17 24 31
Sunday	4 11 18 25

The number of term days shown is 195. Up to five of these days will be used as professional development days for teaching staff; pupils will not attend these days. Each school determines when these will take place and will inform parents.

CHILDREN'S AND JOINT COMMISSIONING SERVICE



CHILDREN'S SERVICES COMMITTEE

4 December 2018



Report of: Director of Children's and Joint Commissioning Services

Subject: FOSTERING SERVICE INTERIM REPORT
1ST APRIL 2018 – 30TH SEPTEMBER 2018

1. TYPE OF DECISION/APPLICABLE CATEGORY

For information

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to provide Children Service's Committee with information relating to the activity of the Fostering Service for the first and second quarter of 2018. The Fostering Service is a regulated service and as such there is a requirement to provide the executive side of the Council with performance information.

3. BACKGROUND

- 3.1 The work of the Fostering Service is subject to National Minimum Standards applicable to the provision of Foster Care for children looked after. The National Minimum Standards, together with regulations for fostering and the placement of children looked after, form the basis of the regulatory framework under the Care Standards Act 2000 for the conduct of Fostering Agencies.
- 3.2 The report provides details of the staffing arrangements in the service, training received by both staff and Foster Carers, the constitution of the Fostering and Adoption Panel, activity in relation to the recruitment, preparation and assessment of prospective Foster Carers and progress in relation to the priorities set out in the Fostering Annual Report.
- 3.3 The Fostering Services Minimum Standard 25.7 requires Fostering Services to ensure the executive side of the Local Authority:

- Receives a written report on the management, outcomes and financial state of the agency once every 3 months;
- Monitors the management and outcomes of the service in order to satisfy themselves that the agency is effective and achieving good outcomes for children;
- Satisfies themselves that the agency is complying with the conditions of the registration.

4. RECRUITMENT AND RETENTION (as of September 2018)

- 4.1 The fostering team continue to recruit and assess prospective foster carers to minimise the dependency and need to source costly external placements for children.
- 4.2 There are currently 126 foster carers (including 28 of those approved as Connected Persons). These carers provided placements for 215 children and young people and 52 children/young people in Connected Care foster placements. There are 11 young people in Staying Put placements, which is for post 18 care leavers.
- 4.3 Of the 126 approved fostering households, there is currently 1 foster carer who is currently on hold due to the individual circumstances of the carer, equating to 2 placements. There are a small number of placements that cannot be used due to the specific matching needs of the children/young people already in that foster placement.
- 4.4 The Local authority have developed a new Foster Care Recruitment Strategy aimed at significantly increasing the foster care numbers, there has been a steady increase of looked after children and it is essential that the service is able to provide foster placements for those children, particularly for sibling groups and placements for adolescents. In partnership with the Communications and Marketing team a review of the fostering brand is currently being undertaken with the children in care council undertaking market research with members of the public to develop a new fostering brand. There will be a refresh of the Fostering Website, new poster campaigning will be advertised on local bus shelters and on the councils buses and waste disposal trucks. Over the next 12 months the focus will be on refreshing the Tees Valley website and more locally we will continue with our quarterly publications in both Hartbeat and the Primary Times. The former being distributed to every household in Hartlepool. This advertisement campaign will be launched in November 2018.

The fostering team has continued the recruitment in collaboration with the four neighbouring local authorities within the Tees Valley, Tees Valley Fostering, the initiative shares resources and strategies to enable increased recruitment activities to take place across the sub region.

- 4.5 The table below provides details of the recruitment activity which has taken place in the third quarter of 2018.

Initial Enquiries – including survey of where did people hear about the service	Initial Enquiries 16 Source HBC Website 0 Own volition 9 Hartbeat 1 Facebook 0 Friend recommendation 4 TV/Radio advert 2
Information packs sent	10
Initial Visits How many proceeded	12 4
Preparation Group	A preparation group was held - 14 th and 15 th May 14 th and 15 th August
How many prospective Carers are in the assessment process?	(4 processed from enquiries from previous two quarters)

5. FAMILY PLACEMENT PANEL

- 5.1 In August 2018 Tees Valley Adoption Service has had responsibility for adoption matters and as a consequence from this point the Family Placement Panel has been responsible for consideration of fostering matters only. Given this significant change in the role, function and responsibilities of Hartlepool Family Placement panel a development day is planned with panel members to review, membership, training and frequency of panel moving forward
The panel continues to be fully compliant with the fostering regulations regards constitution, training and oversight of panel members
- 5.2 From 1st April – 30th September 2018 the Panel has made recommendation to the Agency Decision Maker on the following fostering matters:
- Two adoption approvals, one adoption review and one adoption resignation
 - The matches of two children with adopters
 - Six foster carer approvals
 - Four fostering carer change of approval to the household

- Eight connected persons approvals
- The matches of fifteen children with a long term Foster Carers; three of which are with an independent foster carer
- The best interest decision for seven children for Long Term Foster care.
- Seven foster care reviews.
- Four foster carer resignations, two of which were Connected Carers

- 5.3 There are effective processes in place for the recommendations made by Panel to be considered by the Agency Decision Maker and the timescale for this is within 10 working days of the Panel meeting taking place.

In July 2018 Ofsted rated Hartlepool Borough Council as GOOD overall and judged the experiences and progress of children in care and care leavers as OUTSTANDING making the following statement:

“Placement stability is very good. There has been a strong and effective focus on providing children and young people with long-term stability during childhood and beyond. The retention of foster carers is extremely good. Foster carers are very well trained and supported. Despite some recent workforce changes in the family placements team, a strong focus on family finding and placement matching has been maintained. Family placement social workers are proactive and tenacious. They work effectively with social work teams to identify children early who may need a placement. This is resulting in children being matched with permanent carers quickly. Children and young people are well prepared when a match is identified. The strong and trusting relationships they have with their social workers provide emotional security when it is needed most. This is contributing to children developing a sense of belonging and it promotes placement stability”.

6. STAFF CONSIDERATIONS

- 6.1 Hartlepool Family Placement Service, provided services for both fostering and adoption, with the Team Manager, Assistant Team Manager and administrative support covering both parts of the service, whilst the supervision social workers working predominately within either fostering or adoption team. Following the adoption team moving to Tess Valley Adoption it was necessary to review and reconfigure the service with additional managerial and social work capacity being provided to ensure the team had the resources to meet the increase demand for fostering placement and the assessment of Connected persons.
- 6.2 The team currently consists of 7 full time and 1 part-time Supervising Social Workers. All the Supervising Social Workers are generic in their work from the recruitment, assessment and supervision of foster carers and the assessment and supervision of connected carers. The recruitment of a Team Manager is in process and it is expected that the appointee will be in post

within the next 3 months. An Assistant Team Manager is in post during this time and has support from a named admin worker.

- 6.3 In addition the Fostering Team continues to benefit from the ongoing role of Family Finder who continues to be instrumental in family finding for those children and young people in need of permanency via long term fostering.
- 6.4 The Family Finder worker has ensured that plans for permanence are identified as early as possible and that a Permanency Planning meeting is closely followed by a process meeting to minimise delay for children and ensure that social workers are supported in producing quality timely matching reports. We have recently introduced a Permanency Tracker process chaired by the relevant Assistant Director and attended by Team Managers to ensure that plans for children are monitored and permanency is considered at the earliest opportunity.

7. DEVELOPMENTS WITHIN THE SERVICE

- 7.1 The number of children becoming looked after this financial year has continued to increase, this continues to be in line with an increase in referrals for connected carer assessments. There has been a dip in recruitment. We continue to need placements for sibling groups of 3 or more and older teenagers which will be the focus of ongoing targeted recruitment campaigns.
- 7.2 As part of their development and progression, all new foster carers are encouraged to complete the Training Support and Development Standards for Foster Carers Portfolio within a 12 months post approval timescale. All approved Connected Person's Carers have an increased timescale of two years to complete the portfolio. Support in completing the portfolio is available from both supervising Social Workers and existing approved carers wishing to reach progression level Band 4 where there is a requirement to provide mentoring and support.

The development of a new and improved foster care offer will be undertaken in January 2019, this will include a review of the payments, and support so that the authority can ensure we remain competitive with the Independent Fostering Agencies.

- 7.3 All foster carers are required to complete a record of the training they have attended for the year of their approval. The four mandatory courses are child protection, first aid, attachment and E-Safety. There is a requirement that these courses are completed within one year of approval and updated every three years.
- 7.4 Foster carers are provided with bespoke training specific to their needs whilst caring for looked after children. The bespoke training is reviewed annually and reflected on during the foster carers annual reviews. Therapeutic parenting program (PACE) training has now been set up as a

rolling program as has the Voice of the Child training. PACE training helps raise carers understanding of looked after children and helps them to devise strategies to manage difficult behaviours associated with attachment and loss. The Voice of the Child Training provides carers a range of skills and tools to enable them to gain the voice of the child. This empowers the carer to evidence the child's voice during reviews and long term matches.

- 7.5 The Annual Corporate Summer Barbeque was held and this was well attended with over 100 carers and children in attendance.
- 7.6 Foster carer support groups have continued to take place bi-monthly. Groups are usually attended by 20+ foster carers and offer an element of training, usually provided by a guest speaker delivering information which is of interest to carers and an informal Support Group Session towards the end of the evening.
- 7.7 The Support Groups are arranged and facilitated by at least two members of the Fostering Team who are available to discuss any issues raised by individual carers or the group as a whole. Four group foster carer supervisions have been undertaken which were organised into age approval groups. It is planned that we will continue to offer group supervisions.
- 7.8 The fostering team also facilitate a bi- monthly coffee morning for foster carers, which is an informal support meeting.

8. RISK IMPLICATIONS

- 8.1 There has recently been an increase in the numbers of looked after children and therefore this places pressure on our placements. It is important that we work to recruit new carers to meet the needs of our looked after children.

9. FINANCIAL CONSIDERATIONS

- 9.1 There is a no specific financial considerations within this report.

10. LEGAL CONSIDERATIONS

- 10.1 There is no specific legal considerations within this report.

11. CONSULTATION

- 11.1 Foster carers are supported by their supervising social worker and the social workers regularly meet with them to ensure that their voice is heard and acted upon as appropriate.

12. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 12.1 The Fostering service ensures that it supports all foster carers to enable them to support our children and young people.

13. EQUALITY AND DIVERSITY CONSIDERATIONS

- 13.1 The service continues to recruit and assess prospective Foster Carers to provide placement choice. The fostering service will continue to work in collaboration with the Tees Valley local authorities in respect of fostering recruitment. In addition to this the team will continue to respond to requests for Connected Person's assessments.

14. STAFF CONSIDERATIONS

- 14.1 There are no staff considerations for Hartlepool Borough Council employees. However there may be TUPE considerations for staff currently providing these services. These will be highlighted within the commissioning process.

15. ASSET MANAGEMENT CONSIDERATIONS

- 15.1 There are no asset management considerations.

16. RECOMMENDATIONS

- 16.1 The Children's Service Committee is asked to note the report in relation to the work of the Fostering Service .

17. REASONS FOR RECOMMENDATIONS

- 17.1 The Fostering Service is required to fulfill its statutory responsibilities to children looked after by the local authority and provide regular reports to the Children Services Committee to enable the Committee to satisfy themselves that the agency is complying with the conditions of the registration.
- 17.2 Children's Services Committee has an important role in scrutinising the activities of the fostering services to ensure that performance in this area is robust.

18. BACKGROUND PAPERS

- Fostering National Minimum Standards Services 2011;
- Fostering Regulations 2011;
- Fostering Annual Report 2016/17

19. CONTACT OFFICERS

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CHILDREN'S SERVICES COMMITTEE

4 December 2018



Report of: Director of Children's & Joint Commissioning Services

Subject: REVIEW OF HARTLEPOOL AGREED SYLLABUS
FOR RELIGIOUS EDUCATION

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 This report is for information.

2. PURPOSE OF REPORT

2.1 To update members about the required statutory review of the Hartlepool Agreed Syllabus for community and voluntary controlled primary and secondary schools in Hartlepool for the academic years 2018 to 2023.

3. BACKGROUND

3.1 The Locally Agreed Syllabus

3.1.1 An Agreed Syllabus is a document that details the statutory requirement for all community and voluntary controlled schools in a local authority to meet the stipulation that Religious Education (RE) must be provided for all registered pupils in maintained schools, including those in reception classes and in the sixth form, as set out in the Education Act 1988 and confirmed by the Education Acts of 1996, and School Standards and Framework Act 1998. RE is a part of the basic curriculum, to be taught alongside the National Curriculum in all maintained schools other than voluntary aided schools with a religious character, and it must be taught according to the local Agreed Syllabus.

3.1.2 At a meeting on 17 October 2017, the Children's Services Committee received a report on the review process which involves working closely with a Senior Adviser for Religious Education from a neighboring local authority that has been responsible for the production of the last two Agreed Syllabuses for that local authority, and the adoption of these syllabuses by Hartlepool. The new Agreed Syllabus (2018-23) will be adapted to meet the needs of Hartlepool learners, as well as taking account of local and national

developments including: RE in English Schools; non-statutory guidance 2010; and recommendations set out in the final report from the Commission on Religious Education (a non-statutory body). The adoption of the new Syllabus will ensure that Hartlepool continues to have a high quality Agreed Syllabus to help teachers deliver good quality religious education in the enhancement of the spiritual, moral, social and cultural development of all pupils.

- 3.1.3 Each local authority (LA) must have a Standing Advisory Council on Religious Education (SACRE) to advise the LA on matters connected with RE. This Council is made up of representatives from faith groups, teachers, elected members and LA advisers. The LA also is also required to convene an Agreed Syllabus Conference (ASC) to reconsider the Agreed Syllabus every five years.
- 3.1.4 As part of the preparatory work for the review of the Hartlepool Agreed Syllabus, RE Coordinators from Hartlepool primary, Voluntary Aided, RC and CE schools and academies have been attending meetings of SACRE and have had the opportunity to attend training, access additional resources, as well as taking part in joint activities such as Interfaith Week. These meetings have been included in consultation exercises on the revised syllabus.

3.2 Contents of the Syllabus

- 3.2.1 The Education Act 1996 states that the Agreed Syllabus must reflect the fact that the religious traditions in Great Britain are in the main Christian. It should also reflect other principal religions represented and their religious traditions, practices and teachings. The Agreed Syllabus must be non-denominational and must not be designed to convert pupils or to urge a particular religion or religious belief on pupils.
- 3.2.2 The Agreed Syllabus sets out advice on what pupils should be taught and also the key focus and learning outcomes for each key stage. It also sets out the expected standards of pupils' performance in RE at different ages.
- 3.2.3 The Agreed Syllabus Conference (ASC) has met on three occasions and has been considering the contents of the Syllabus, including aims and purpose, elements of RE, concepts, subject content from early years to sixth form.

4. UPDATE ON PROGRESS

- 4.1 Consultation with the ASC is ongoing as the revision process continues with regular meetings agreed well in advance.
- 4.2 It hoped that the revised Syllabus will be ready for adoption by Hartlepool Borough Council and launched to schools in the autumn 2019. The Syllabus is being revised alongside the syllabus for a neighbouring authority and timelines will become clearer in due course.

5. RISK IMPLICATIONS

- 5.1 Failing to review the Agreed Syllabus and produce an updated Syllabus would leave the local authority in breach of one of its statutory responsibilities. However the authority has a statutory responsibility to begin the review within five years, which it has done. There is no statutory timescale for completion of the review.

6. FINANCIAL CONSIDERATIONS

- 6.1 The local authority has secured the services of a specialist Senior Adviser from a neighbouring local authority to lead the review, including supporting the Agreed Syllabus Conference. In addition, as a result of the review process, the Senior Adviser will adapt the Agreed Syllabus to reflect Hartlepool's local context, and assist Hartlepool's SACRE in its implementation. Costs will be met from the statutory SACRE budget over the financial years 2017/18 and 2018/19.

7. LEGAL CONSIDERATIONS

- 7.1 The local authority has a statutory responsibility to have a Standing Advisory Council for Religious Education and to convene an Agreed Syllabus Conference. Additionally, it must have an Agreed Syllabus in place.

8. CONSULTATION

- 8.1 Consultation with all key stakeholders will happen throughout the review including at SACRE meetings and at the Agreed Syllabus Conference.

9. CHILD AND FAMILY POVERTY CONSIDERATIONS

- 9.1 There are no child and family poverty considerations in this matter.

10. EQUALITY AND DIVERSITY CONSIDERATIONS

- 10.1 A properly reviewed and implemented Agreed Syllabus ensures that children and young people in Hartlepool are provided with opportunities to explore many faiths, cultures and credos. Additionally, the supporting materials will ensure that children and young people understand and celebrate the many forms of diversity in modern Britain and the wider world, and the fundamental principle of equality for all.

11. STAFF CONSIDERATIONS

- 11.1 There are no staffing considerations.

12. ASSET MANAGEMENT CONSIDERATIONS

- 12.1 There are no asset management considerations.

13. RECOMMENDATIONS

- 13.1 Committee is recommended to note the ongoing review of the Agreed Syllabus for RE, and the proposed adoption of a neighbouring LA's Agreed Syllabus, adapted to meet the needs of Hartlepool schools.

14. REASONS FOR RECOMMENDATIONS

- 14.1 Hartlepool must have a high quality Agreed Syllabus to help teachers to deliver good quality religious education in the enhancement of the spiritual, moral, social and cultural development of all pupils.

15. BACKGROUND PAPERS

- 15.1 There are no background papers to this report.

16. CONTACT OFFICER

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CHILDREN'S SERVICES COMMITTEE

4th December 2018



Report of: Director of Children's and Joint Commissioning Services and Director of Finance and Policy

Subject: STRATEGIC FINANCIAL MANAGEMENT REPORT
- AS AT 30th SEPTEMBER 2018

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For Information.

2. PURPOSE OF REPORT

2.1 The purpose of the report is to inform Members of the 2018/19 forecast General Fund Outturn, the 2018/19 Capital Programme Monitoring and to provide details for the specific budget areas that the Committee is responsible for.

3. BACKGROUND AND FINANCIAL OUTLOOK

3.1 Members will be aware from previous reports submitted to Finance and Policy Committee that there were significant over spends on the General Fund budgets in 2016/17 (£302,000) and 2017/18 (£1.509m) and this reflected continuing service pressures, particularly in relation to Looked after Children. These pressures commenced in 2016/17 and had been recognised within the 2017/18 MTFS and one off resources allocated to support the recurring budget. However, despite these one off resources and some under spends on corporate budgets, there were net over spends in the last two years which had to be funded from the Unearmarked General Fund Reserve, as summarised below:

	2016/17 £'000	2017/18 £'000
Gross Departmental over spend	1,035	1,902
Corporate under spend	(715)	(393)
Net over spend before one off items and use of reserves	320	1,509
Uncommitted 2015/16 Actual Outturn and release of funding allocated for potential protection costs	(194)	0
Planned Use of Reserves	0	(1,400)
Net over spend funded from Unearmarked	126	109

General Fund Reserve		
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- 3.2 Using the Unearmarked General Fund Reserve to meet future budget over spends is not sustainable as this amount is held to manage unforeseen commitments and risks.
- 3.3 The pressures in relation to Looked after Children are continuing in 2018/19 and further information is provided in Section 6. It is anticipated that this pressure will continue in 2019/20. This is one of the issues reflected in the 3rd September 2018 Medium Term Financial Strategy (MTFS) report which outlined the budget deficit for 2019/20 and the financial challenges facing the Council in 2020/21 and 2021/22.

4. REPORTING ARRANGEMENTS 2018/19

- 4.1 The availability and reporting of accurate and up to date financial information is increasingly important as future budget cuts are implemented and one-off resources are used up.
- 4.2 The Finance and Policy Committee will continue to receive regular reports which will provide a comprehensive analysis of departmental and corporate forecast outturns, including an explanation of the significant budget variances. This will enable the Committee to approve a strategy for addressing the financial issues and challenges facing the Council.
- 4.3 To enable a wider number of Members to understand the financial position of the Council and their service specific areas each Policy Committee will receive a separate report providing:
- a brief summary of the overall financial position of the Council as reported to the Finance and Policy Committee
 - the specific budget areas for their Committee
 - the total departmental budget where this is split across more than one Committee. This information will ensure Members can see the whole position for the departmental budget.

5. SUMMARY OF OVERALL COUNCIL FINANCIAL POSITION

- 5.1 An assessment of the forecast 2018/19 outturn has been completed and was reported to Finance and Policy Committee on 26th November 2018. This report identified an anticipated over spend of £920,000, consisting of the following elements:

Forecast 2018/19 Outturn against approved budget

	Previous Forecast Outturn over/(under) spend £'000	Current Forecast Outturn over / (under) spend £'000
Departmental service based expenditure	1,000	1,120
Corporate expenditure	(200)	(200)
Forecast Net Over Spend	800	920

- 5.2 The 2018/19 outturn has been prepared to reflect expenditure incurred to date and forecast to be incurred in the rest of the financial year. As Members will be aware from previous years significant elements of the Council's budget are demand led and affected by expenditure over the winter months, including care costs in relation to older people and winter maintenance. The outturn forecasts will be closely monitored and regular updates will be reported to Finance and Policy Committee.

5.3 Strategy for Managing the 2018/19 Forecast Overspend

- 5.4 As indicated in the previous section the Council is facing a third successive year end over spend, which largely reflects continuing and increasing pressures in relation to Looked after Children. The Council also faces a budget deficit for 2019/20 of nearly £6m and the prospect of further budget deficits in 2020/21 to 2021/22. These issues are a significant financial challenge for the Council and will require robust action and difficult decisions to address.
- 5.5 The MTFs update report considered by Finance and Policy Committee on 3 September 2018 identified recurring budget reductions from a combination of measures (reduction in income contingency risk, holiday pay costs, external audit fees and funding changes) which will reduce the 2019/20 budget deficit. These items total £371,000 and are also available to reduce the forecast 2018/19 over spend as follows:

Forecast Over spend still to be addressed

	Previous Forecast Outturn over/(under) spend £'000	Current Forecast Outturn over / (under) spend £'000
Forecast Net Over Spend	800	920
Corporate Expenditure	(371)	(371)
Forecast Over Spend still to be addressed	429	549

- 5.6 Officers will continue to pursue further actions to reduce this figure by achieving in-year reductions (i.e. over achieving the salary vacancy target and reducing discretionary revenue spending), or using funding flexibilities (i.e. using funding flexibilities and capitalising revenue expenditure).
- 5.7 There remains a risk that further in year budget savings may not be achievable. In this situation the net forecast over spend will need to be funded by reviewing the Council's earmarked reserves and details will be reported to a future Finance and Policy Committee meeting. Therefore, whilst the over spend for 2018/19 can be managed, the Council will need to develop a robust strategy to bring recurring costs into line with recurring income and to remove the reliance on using reserves – which can only be used once.

6. 2018/19 FORECAST OUTTURN – CHILDREN'S SERVICES COMMITTEE

- 6.1 The Children's Services Committee has responsibility for services managed by the Director of Children's and Joint Commissioning Services. However, the ring-fenced Public Health grant continues to be reported directly to the Finance and Policy Committee. The table below sets out the overall forecast outturn position for the Department broken down by Committee.

Budgets Managed by the Director of Children's and Joint Commissioning Services

	Forecast - Overspend/ (Underspend)
	£'000
Children's Committee	1,200
Finance & Policy Committee - Public Health Grant	(65)
Finance & Policy Committee - Public Health Grant Creation of Reserves	65
Net Overspend - Children's & Joint Commissioning Services	1,200

- 6.2 Details of the specific budget areas this Committee is responsible for are provided in **Appendix A**.
- 6.3 Appendix A shows a forecast overspend of £1.2m. As detailed earlier in this Report the main reasons are an increase in the number and costs of Looked after Children. This overspend reflects an additional £2.5m of funding provided in 2018/19 as previously identified in the MTFS. These pressures are affecting the majority of councils with responsibility for these services.

7. CAPITAL MONITORING 2018/19

- 7.1 Capital Expenditure to the 30th September 2018 is summarised in the table below and further details are provided in **Appendix B**.

Department	EXPENDITURE IN CURRENT YEAR					
	A	B	C	D	E	F
					B+C+D	E-A
	2018/19 Budget	2018/19 Actual at 30/09/2018	2018/19 Expenditure Remaining	Expenditure Rephased to 2019/20	2018/19 Total Expenditure	2018/19 Variance from budget
	£'000	£'000	£'000	£'000	£'000	£'000
Children's and Joint Commissioning Services	10,099	4,239	5,860	0	10,099	0
Total Capital Expenditure	10,099	4,239	5,860	0	10,099	0

- 7.2 There are no items to bring to Members attention.

8. CONCLUSION

- 8.1 As detailed in Section 3, a 2018/19 General Fund revenue budget over spend of £920,000 is forecast. This mainly reflects continuing Looked after Children pressures. Officers have identified measures that will reduce the forecast deficit to £549,000 and will continue to try to achieve further in-year reductions.
- 8.2 However, there is a risk that further in year budget savings may not be achievable. Therefore it is anticipated that it will be necessary to identify one off funding from reviewing the Council's earmarked reserves and details will be reported to a future Finance and Policy meeting. This strategy will avoid a call on the Unearmarked General Fund Reserve, which needs to be maintained to manage future financial risks.
- 8.3 The financial pressures facing the Council are not unique and national press reports over the last few weeks have highlighted significant financial issues in many councils, including Northamptonshire County Council, East Sussex County Council and Birmingham. This clearly indicates the financial pressures facing the sector and individual councils will need to develop local strategies to address their specific financial challenges.
- 8.4 To some extent the Council is in a better position in the short term than many other areas as it has implemented difficult decision over the last few years to cut expenditure, increase recurring income by increasing Council Tax, achieving housing growth and by carefully managing reserves.
- 8.5 However, as detailed in the 2019/20 to 2020/21 MTFS report considered by Finance and Policy Committee on 3rd September 2018, the financial outlook for the next three years is extremely challenging. The Council faces a 2019/20 budget deficit of £6m and further deficits in 2020/21 and 2021/22. This means

further extremely difficult decisions will be required over the next three years to set balanced budgets.

9. RECOMMENDATIONS

- 9.1 It is recommended that Members note the report.

10. REASONS FOR RECOMMENDATIONS

- 10.1 To ensure that the Children's Services Committee has up to date information on the forecast 2018/19 General Fund Revenue budget outturn and Capital Programme.

11. BACKGROUND PAPERS

- 11.1 'Medium Term Financial Strategy 2017/18 to 2019/20' report to Finance and Policy Committee 03.09.18.
'Strategic Financial Management Report – as at 30th September 2018' report to Finance and Policy Committee 26.11.18.

12. CONTACT OFFICERS

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REVENUE FINANCIAL MONITORING REPORT FOR FINANCIAL YEAR 2018/19 as at 30th SEPTEMBER 2018

Approved 2018/2019 Budget	Description of Service Area	Forecast Outturn as at 30th September 2018 Adverse/ (Favourable)	Director's Explanation of Forecast Variance
£'000		£'000	
15,089	Children & Families	1,895	LAC numbers have continued to increase since the budget was set across both in-house and high-cost Residential placements and this accounts for the main reason for the increased overspend.
2,634	Early Intervention Services	(390)	The favourable variance reflects staff vacancies, incremental drift and early achievement of 2019/20 savings.
3	Play & Care	30	Historic shortfall in income - charges have been increased and will be closely monitored throughout the remainder of the year.
408	Standards, Engagement & Development	(15)	
735	Strategic Commissioning	(280)	The favourable variance mainly relates to one-off and back-dated grant income received from the CCG.
301	Youth Offending Service	(40)	The favourable variance reflects staff vacancies and incremental drift.
136	Access to Education	12	
167	Central Support Services	0	
512	Other School Related Expenditure	(20)	
544	Raising Educational Achievement	119	The overspend relates to a potential shortfall in School Improvement income.
246	Special Educational Needs	(16)	
319	Strategic Management	(95)	This underspend relates to 2019/20 savings achieved in advance.
21,094	Children's Services	1,200	

CHILDREN'S SERVICES COMMITTEE
PLANNED USE OF RESERVES

7.3 Appendix A

The above figures include the 2018/2019 approved budget along with the planned use of Departmental Reserves created in previous years.
The details below provide a breakdown of these reserves

Approved 2018/2019 Budget £'000	Description of Service Area	Actual Usage 2018/2019 £'000	Variance Over/ (Under) £'000	Director's Explanation of Forecast Variance
18	Selective Licensing Scheme	18	0	
18	Public Health Grant	74	56	To fund various specific Public Health-related projects in 2018/19
0	Public Health Grant - 0-19 Service	348	348	One-off funding to support the 0-19 service in 2018/19 while a review of this provision is finalised.
0	Wellbeing Fund	81	81	To be used to fund the Wellbeing Strategy Programme in 2018/19 and 2019/20.
9	Data Team	9	0	
88	EYES	88	0	
85	Individual Pupil Support	85	0	
25	Education Commission	25	0	
57	Transforming Tees	57	0	This reserve consists of pooled funding from, and is managed on behalf of, four Tees Valley local authorities. The reserve supports a collaborative approach to tackle the root cause of underperformance and ensure delivery of a first class education and skills system.
300	Total	785	485	

CAPITAL MONITORING REPORT PERIOD ENDING 30th SEPTEMBER 2018

Project Code	Scheme Title	BUDGET	EXPENDITURE IN CURRENT YEAR					Type of Financing	2018/19 COMMENTS
		A	B	C	D	E	F		
		2018/19 Budget £'000	2018/19 Actual as at 30/9/18 £'000	2018/19 Expenditure Remaining £'000	Expenditure Rephased into 2019/20 £'000	(B+C+D) 2018/19 Total Expenditure £'000	(E-A) 2018/19 Variance from Budget £'000		
Children's Services									
8587	Brougham Primary School - Air Handling Unit Replacement	34	12	22	0	34	0	GRANT	Finished work on site - final account to be agreed.
8906	CETL - Windows	40	4	36	0	40	0	RCCO	Scheme starting October 2018.
7388	Clavering Primary - Electrical Rewire	40	26	14	0	40	0	GRANT	Scheme complete - final account to be agreed.
7387	Clavering Primary - KS2 Remodelling and Hall Expansion	204	11	193	0	204	0	GRANT	Scheme on hold - may slip to 2019/20.
8983	Clavering Primary - Heating and DHW Boiler Plant Renewal	85	36	49	0	85	0	GRANT	Scheme complete, final account to be agreed.
8984	Clavering Primary - Electrical Rewire	80	52	28	0	80	0	GRANT	
7384	Devolved Schools Capital	309	35	274	0	309	0	GRANT	
	English Martyrs - New Build	1,845	1,845	0	0	1,845	0	GRANT	
8984	Eldon Grove - Dining Room Extension	7	0	7	0	7	0	RCCO	
7378	Golden Flatts Primary School - Lintel Replacement	7	1	6	0	7	0	GRANT	Scheme to be completed half term Oct/Nov.
8906	Grange Primary School - Window Replacement	22	14	8	0	22	0	GRANT	Work finished on site.
7394	Hart Primary School - SEND Adaptations	1	0	0	0	0	(1)	MIX	Scheme Complete - to return £1k to Unallocated Conditions Allocation.
NEW	Hart Primary School - Emergency Wall Repairs	104	0	104	0	104	0	GRANT	
7396	High Tunstall School - Roofing - Block D	35	9	26	0	35	0	MIX	Finished on site, awaiting final account- underspend likely.
7392	High Tunstall School - Toilet Refurbishment - Block D	70	36	34	0	70	0	MIX	Scheme completed on site - final account to be agreed.
8716	High Tunstall School - Window Replacement - Block D	140	25	115	0	140	0	RCCO	Scheme completed on site - final account to be agreed.
7376	High Tunstall School - Electrical Rewire Block D	25	26	1	0	25	0	GRANT	
7405	High Tunstall School - Electrical Rewire Block D	35	0	35	0	35	0	GRANT	Scheme to start November 2018 - awaiting prices - term time working.
7379	High Tunstall School - Main Boiler and DHW Plant Renewal	35	13	22	0	35	0	GRANT	Scheme completed on site - final account to be agreed.
7383	High Tunstall School - Floor Renewal Block D	25	0	25	0	25	0	GRANT	
7403	High Tunstall School - Drainage Works Block D	7	0	7	0	7	0	GRANT	Scheme completed in April - final account to be agreed.
	High Tunstall School - New build	1,529	1,529	0	0	1,529	0	GRANT	
8907	Lynnfield School - Roof Replacement	160	131	2	0	133	(27)	MIX	Scheme complete - to return £27K to Unallocated Conditions Allocation.
7392	Lynnfield School - Toilet Refurbishment	54	23	31	0	54	0	GRANT	Scheme completed 31st August, no retention applies - awaiting final account.
7586	Purchase of Computer Equipment - City Learning Centre	4	0	4	0	4	0	RCCO	
8947	Rift House Primary School - Heating Distribution (1 of 2)	12	5	7	0	12	0	GRANT	
8891	Rift House Primary School - Classroom Extension	118	0	118	0	118	0	MIX	Demolition of Annex delayed following Nursery building fire.
8985	Rift House Primary School - Heating Pipework	27	10	17	0	27	0	GRANT	
8906	Rift House Childrens Centre - Window Replacement	31	0	31	0	31	0	GRANT	Scheme on hold.
7177	Rift House - Fire Damage	241	2	239	0	241	0	GRANT	Budget is Insurance payout received , prices to be agreed with Insurance.
	Rift House - Language Lab	28	0	28	0	28	0	RCCO	
8984	Rossmere Primary School - Electrical Rewire	120	71	49	0	120	0	GRANT	Started October 2018 - scheme should be completed February 2019.
8983	Rossmere Primary School - Heating and DHW Boiler Plant Renewal	85	45	40	0	85	0	GRANT	Scheme completed October 2018.
8592	Rossmere Primary School - Replace Lintels	10	0	10	0	10	0	GRANT	
8906	Rossmere Primary School - Window Replacement	36	20	16	0	36	0	GRANT	Scheme finished - final account to be agreed.
7421	School Travel Plans	2	0	0	0	0	(2)	GRANT	To return £2k to Unallocated Conditions Allocation.
8138	Schools General - BSF - ICT	50	0	50	0	50	0	GRANT	
9004	Schools General - Contingency	80	0	80	0	80	0	GRANT	
9004	Schools General - Funding Currently Unallocated	0	0	30	0	30	30	MIX	Transfers from schemes identified above.
9004	Schools General - Suitability RCCO Unallocated	863	0	863	0	863	0	RCCO	
9004	Schools General - Basic Need	2,169	0	2,169	0	2,169	0	GRANT	
7142	Schools General - Fire Safety Modifications	100	2	98	0	100	0	GRANT	
8324	Schools General - BMS Control System	25	20	5	0	25	0	GRANT	
8788	Schools General - Universal Free School Meals	20	0	20	0	20	0	GRANT	
7432	Springwell Primary School - Remodelling SEMH	850	0	850	0	850	0	GRANT	
7229	St Helen's Primary School - Toilet Refurbishment	46	27	19	0	46	0	GRANT	Scheme completed 3rd September, final accounts to be agreed.
7380	Throston School - Roofing Area (Phase 1 of 2)	45	45	0	0	45	0	GRANT	Scheme completed August 2018 - final account to be agreed.
7381	Throston School - Window Replacement	25	13	12	0	25	0	GRANT	
8971	Throston Primary School - Convactor Fan Renewal	16	0	16	0	16	0	GRANT	
7521	Two year old Free Nursery Entitlement Capacity Building	23	0	23	0	23	0	GRANT	
7386	West Park - Early Years Extension	82	82	0	0	82	0	GRANT	Drainage issues - Engineers to be consulted with.
8653	West View Primary School - Early Years Foundation Stage Improvements	10	7	3	0	10	0	RCCO	
7407	West View Primary School - Remodelling KS2 Area	88	62	26	0	88	0	GRANT	Scheme completed on site - final account to be agreed.
Total Children's Services		10,099	4,239	5,860	0	10,099	0		

Key

RCCO

MIX

UCPB

SCE

Revenue Contribution towards Capital

Combination of Funding Types

Unsupported Corporate Prudential Borrowing

Supported Capital Expenditure (Revenue)

GRANT

Grant Funded

CAP REC

Capital Receipt

UDPB

Unsupported Departmental Prudential Borrowing

CORP

Corporate Resources