

APPENDIX 1

Extract of Executive Board and Executive Board Sub Committee Minutes Relevant to the Children and Young People Policy and Performance Board

EXECUTIVE BOARD MEETING HELD ON 12th FEBRUARY 2009

EXB102 – SPECIAL EDUCATIONAL NEEDS REVIEW WITHIN SECONDARY SCHOOLS – KEY DECISION

The Board considered a report of the Strategic Director – Children and Young People providing a summary of the progress of the review of Special Educational Needs (SEN) in secondary schools. It was noted that the local authority had been undertaking a review of SEN provision within the Borough. Views were now being sought on the location of the proposed secondary unit provision.

The review of SEN provision within secondary schools “units” was only one part of the broader range of provision available to young people with special education needs within the Borough: the Council was committed to providing a range of SEN services that could meet the individual needs of particular children and their families. This started with mainstream inclusive services within all schools and was then complemented by SEN Unit provision within particular secondary schools. The Council also had a range of special education needs schools.

The proposals contained within the report for SEN units in secondary schools had been developed on the basis of an analysis of need. Needs changed over time, which was reflected in the number of surplus places there were at the moment. The SEN Units Review was therefore intended to bring need into line with the provision the Authority had within the mainstream schools.

The reasons for the review, together with the stages of the review that had already taken place, were outlined within the report for Members’ information, and the present position of units in primary and secondary mainstream schools was described in Appendix 1. It was noted that the responses to the first stage of informal consultation on secondary resource position had been received and analysed. The majority of those who had responded were in full support of the change of provision proposed; however, it was suggested that the distribution of the secondary unit provision across the Borough needed further consideration and that, although the numbers would remain the same, the unit provision for autism and speech and language should be offered in both Widnes and Runcorn.

Consultation was now taking place on a proposal for future provision as

outlined in the report, and information was also provided in relation to the schools that had expressed an interest in developing particular specialisms in line with this.

It was noted that when it had been shown, through assessment, that a pupil's needs could not be met in a mainstream school, alternative provision would be sought. Prior to this decision there would be an expectation that "reasonable adjustments", i.e. the application of the Disability Discrimination Act, would be made using the totality of resources made available to the mainstream school. On closure of the informal consultation period, and pending no adverse feedback, it was proposed that the formal consultation process commence leading to Statutory Notice if required.

REASON FOR DECISION

At present there were surplus places within mainstream units. Mainstream SEN units were not matching the present and future requirements of the Borough. This was also required as part of the developing Building Schools for the Future (BSF).

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

An alternative option was to leave provision as it was; however, this would potentially leave the Council vulnerable to challenge.

IMPLEMENTATION DATE

The proposals for secondary SEN resourced provision had to be agreed by April 2009 and implemented by September 2011 in line with plans for BSF.

RESOLVED: That

- (1) the proposals and recommendations within the report be ratified; and
- (2) approval be given to proceed to formal consultation of the secondary school SEN review leading to Statutory Notice if appropriate.

EXECUTIVE BOARD MEETING HELD 2ND APRIL 2009

EXB 133 – REVIEW OF SAFEGUARDING CHILD AND YOUNG PEOPLE IN HALTON – KEY DECISION

The Board received a report of the Strategic Director, Children and Young People which outlined the findings of the Joint Area Review of Haringey Council and their statutory partners. In addition, the report set out an analysis of current strengths in Safeguarding and Child Protection Services in Halton and the report also identified service trends in Safeguarding and Child Protection Services in Halton along with a Development Plan.

It was reported that the significant weaknesses identified by the recent Joint Area Review (JAR) of Haringey Council and its statutory partners services to vulnerable people had caused a wave of both political and public concern about the protection of children in our society. It was noted that it also had a significant impact on those who delivered Safeguarding services.

The Haringey JAR in November judged the Borough as “inadequate” and gave a damning verdict of the management and application of Child Protection Services across much of the public sector. Lead Statutory responsibility for Child Protection Services rested with the Director of Children’s Services and the Lead Member for Children and Young People.

It was further reported that Halton Council and its partners were judged in April 2009 by the OfSTED Joint Area Review as “Outstanding” in its Safeguarding and Child Protection Practice. That “Outstanding” judgement was confirmed in the Annual Performance Assessment by OfSTED public on the 17/12/08 of the Council’s Children and Young People Directorate. It was noted that this was one of only a few “Outstanding” ratings, nationally.

Also detailed in the report was the findings from Haringey’s JAR. In addition the report set out Halton’s strengths, Halton’s context and challenge, development plan and financial implications. It was further advised that safeguarding children well required the Council to routinely evaluate the effectiveness, capacity and safety of the current system. The report brought together the full range of issues impacted on the Council in its principal objective of keeping children safe.

REASON FOR DECISION

To ensure that children and young people are effectively safeguarded and the Council is compliant with the requirement set out in Lord Lamings Review of Progress Report

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

None applicable

IMPLEMENTATION DATE

2nd April 2009

RESOLVED: That the Executive Board endorses the ‘Development Plan’ enclosed as section 4 to the report.

EXB134 – ACCELERATED CAPITAL – KEY DECISION

The Board received a report of the Strategic Director, Children and Young People which provided an update on the capital programme for 2009/10 following the offer to local authorities by the DCSF to accelerate capital funding.

It was advised that in November the DCSF offered to release in 2009/10 some of

the capital grant programmed for release in 2010/11 with the aim of stimulating the local economy, especially for small and medium sized enterprises. It was noted that in order to support this initiative the Directorate had confirmed to the DCSF that it wished to bring forward £500,000 from the grant scheduled to be released in 2010/11. In addition, £120,000 of LCVAP had been brought forward for use on schools in Shrewsbury Diocese. It was proposed the accelerated capital funding available to Halton would fund the following works:

- Moore Primary School – removal of mobile classroom and provision of new build classroom.
- Lunts Heath Primary School – re-roofing.
- West Bank Primary School – new boiler.
- Hillview Primary School – new boiler.
- Cavendish School – furniture and equipment required to complete the building project at the school.

Detailed descriptions of the projects including the estimated cost of works were outlined in the report for Members' consideration.

REASON FOR DECISIONS

To deliver and implement the capital programmes.

ALTERNATIVE OPTIONS TO BE CONSIDERED AND REJECTED

Not applicable.

IMPLEMENTATION DATE

Capital programmes to be implemented with effect from 1st April 2009.

RESOLVED: That the Executive Board

- 1) notes the additional capital funding available for 2009/10; and
- 2) recommends submission to full Council for approval of the additional works to be carried out from the capital programme 2009/10.

EXB135 – SCHOOLS ADMISSION ARRANGEMENTS 2010

The Board considered a report of the Strategic Director, Children and Young People which fulfilled the requirement under the School Standards and Framework Act, 1998, the Education Act 2001, the Education and Inspections Act 2006, and associated regulations, to determine Halton Local Authority's (LAs) Schools Admissions Policy for LA maintained community and voluntary controlled schools and co-ordinated admission schemes for all primary and secondary schools for September 2010 following statutory consultation. The LA also consulted on the admission arrangements to its maintained nursery schools for the September 2010 intake.

It was reported that in January 2009 Halton LA issued a statutorily required consultation paper on the proposed admission arrangements and co-ordinated admissions schemes for the September 2010 intake which was appended to the report for information.

Details of the consultation were published in the local press, made available on the Council's website and issued to the head teachers and governing bodies of all nursery, infant, junior, primary and secondary schools, the four Diocesan Authorities responsible for voluntary aided schools in Halton and neighbouring authorities. It was noted that following prior consultation and agreement with the four Diocesan Authorities, the LA also facilitated an on-line admissions consultation process for all Church of England and Catholic Voluntary Aided Schools, which enabled them to consult on their proposed admission arrangements for the 2010 academic year along with the LA's proposed arrangements.

It was advised that the consultation paper proposed no changes to the current over subscription criteria for admission to LA maintained community and voluntary controlled primary schools and no change to the current over subscription criteria for admission to LA maintained community schools in Runcorn. However, changes were proposed to the allocation of places at LA maintained community secondary schools in Widnes through the introduction of catchment zones as detailed in an Appendix to the report. The Board was advised the consultation commenced on 5th January 2009 and closed on 28th February 2009. 22 responses were received to the consultation and were outlined in the report for Members' consideration. The Halton Admissions Forum met on 3rd March 2009 to consider the Admissions Policy, co-ordinated schemes, proposed catchment zones and the responses to the consultation. It was reported that the Admissions Forum approved the policy and co-ordinated and secondary schemes, considered the catchment zone options proposed by the LA and considered the responses received to the consultation, including the responses from the Governing Body at Waste Deacon High School who made representations about the LA's proposals. The Board was advised that the consensus from the Admissions Forum was that both Options 1 and 2 proposed by the LA should be put to the Executive Board for consideration.

It was further reported that the LA as commissioner of school places must ensure that the admission arrangements were fair, not complex and fully complied with all statutory requirements. In considering the introduction of catchment zones the LA wished to reflect the diversity of the community served by both The Bankfield School and Wade Deacon High School and did not wish to exclude particular housing estates or addresses in a way that might disadvantage particular social groups. It was advised that in the LAs view Option 2 best met those needs.

REASONS FOR DECISION

The decision was statutorily required and any revision to the proposed arrangement may adversely affect school place planning as detailed in 7.1 of the report.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

As detailed in paragraph 3.3 of the report if the LA remained with the current over subscription criteria for admission to Widnes Community High Schools i.e Children in Care, Siblings and then straight line distance measurement, some pupils living on the East side of Widnes would be required to circumvent two high schools to access educational provision, therefore this option was rejected. The representations submitted by the Governing Body at Wade Deacon High School were considered by the Halton Admissions Forum and rejected and the LA would support that view. Other options considered and rejected included the allocation of places through random allocation (lottery) as this method could be seen as arbitrary and random.

IMPLEMENTATION DATE

The Policy applied for the September 2010 academic intake and would apply for 3 years unless further Central or Local Government changes were required.

RESOLVED: That the Board approve the School Admissions Policy, Admission Arrangements and co-ordinated schemes for admission to primary and secondary schools including the adoption of catchment zones for admission to Widnes Community High Schools, and admission arrangements to nursery schools and LA nursery classes. All of which applied to the 2010/11 academic year.

EXB 136 – CHILDREN’S ORAL HEALTH SCRUTINY

The Board received a report of the Strategic Director, Children and Young People which outlined Children’s Oral Health in Halton recently endorsed by both the Children and Young People and Healthy Halton Policy and Performance Boards. It was reported that on 27th November 2007 the Children and Young People’s PPB agreed that children and young people’s oral health should provide the focus for scrutiny during 2008. It was advised that the Council’s Annual performance Assessment of services for children and young people in Halton reported that “The Local Authority’s performance on oral health was weaker than national and remained an area of development”. It recommended that the Local Authority should “accelerate plans to improve oral health”.

The Board were informed that the Oral Health Scrutiny Group was a joint scrutiny topic comprising of Members from the Healthy Halton and Children and Young People’s PPB. The Board was advised that the Scrutiny Group would:

- Receive and consider evidence presented on the state of children’s oral health in the Borough; and
- Consider the information in relation to statistical neighbours and national and regional benchmarks; and consider for securing improvement.

It was reported that dental health in Halton was poor and using data from epidemiological studies of child dental health, it was evident that 16 of the 21 electoral wards that comprised Halton Local Authority, dental health of five year

olds was worse than the national average. This position was similar amongst the 12 year old population. It was noted that against this background Halton and St. Helens PCT had developed a dental commissioning strategy the aims of this were outlined in the report.

It was reported that the dental commissioning strategy was accepted by the PCT Board in March 2008 and funding was provided to ensure that key dental health objectives identified within the strategy were addressed. In 2008-09 the PCT elected to focus on the priority issues:

1. Improving child dental health and reducing dental health inequality.
2. Improving access to primary dental care.

The background to each of these and details of how they would be achieved was outlined in the report for Members' consideration.

The Chair of Healthy Halton PPB addressed the Board and noted in particular the importance of 'Lancashire Trial' as it was reported that 30% of children in the Borough did not visit a dentist therefore the treatment to take place in school settings would benefit a wider range of children.

RESOLVED: That

- (1) the Executive Board be requested to approve the recommendations contained in 2.1 to 2.3 below;
- (2) Halton and St. Helens PCT should, subject to parental consent and outcomes of the "Lancashire Trial", support the administering of fluoride varnish to children, to take place in school settings;
- (3) Halton and St. Helens PCT should take steps to support the take up dental services by vulnerable young people who may not have regular access to dental services or be registered with a dentist; and
- (4) the Children and Young People's Policy and Performance Board should keep under review the implementation of the Oral Health Strategy.

EXECUTIVE BOARD SUB-COMMITTEE MEETING HELD ON 19TH MARCH 2009

ES 102 – PLAY SCHEME CHARGES

The Board received a report of the Strategic Director, Children and Young People which outlined proposals for increasing Play Service charges for childcare, building hire (Windmill Hill Play Centre) and Holiday Playschemes.

It was reported that childcare fees were last increased in 2006/07 and were detailed in the report for Members' consideration. The proposed fees from April 2009 were set out as follows:

Breakfast Club	£3.25
After School	£4.00 to 4 pm
	£6.00 to 5 pm
	£7.50 to 6pm
Holiday Care	£16.00 full day
	£10.00 half a day

It was further advised that increases were largely in line with annual inflation at 3% - 4% pa except for "to 4pm"; after school and half day holidays where the increase also included the need to reflect in charges the way that delivery costs included the following regardless of length of provision:

- a. Collected from school and
- b. Provided with a snack.

These increases would also keep charges in line with the sector norm (Childcare Audit).

In relation to room hire in addition to delivering open access play and childcare service, Windmill Hill Play Centre was a multi-use building extremely well used by both CYPAN 5 team for the delivery of their services and by the local community. CYPAN services, as part of the Children's Families and Extended Services Division, did not pay a room hire fee.

Detailed in the report for consideration were the charges for community use that were currently imposed.

In addition, the proposed charges for room hire were set out as follows:

Community Groups	£5.75 per hour
Commercial/Private	£10.00 per hour
Community Use Weekends	£10.00 per hour
Commercial/Private	£17.50 per hour

It was reported that these revised charges would bring Windmill Hill Centre in line with charges levied at the Authority's and other Community Centres operated through Culture and Leisure.

It was further advised that to reflect the developing partnership approach to the delivering holiday (sessional) play activities, Halton Play Council would increase its sessional playscheme charge to £1 per session (session = 2.5 hours) to bring those charges in line with charges for similar sessional holiday activities delivered through extended schools.

RESOLVED: That the proposed charges are agreed and implemented from 1st April 2009.

EXECUTIVE BOARD SUB-COMMITTEE MEETING HELD ON 19TH MARCH 2009

ES109 – TO SEEK A WAIVER OF CONTRACT STANDING ORDERS

The Sub-Committee received a report of the Strategic Director, Children and Young People which sought a waiver of Contract standing Orders to permit the extension of the contract of the BSF Programme Director (Daniel Hennessy) from MD Consultants until the 31st March 2011.

It was noted that the current arrangements for the BSF Programme Director were approved at the Executive Board Sub-Committee on 19th July 2008 and a two-year contract was agreed until September 2009. However, prior to submission of the Outline Business Case on the 22nd April 2009 Partnerships for Schools required confirmation of the future Programme Director arrangements so that they could assess whether the Authority was sufficiently prepared to enter competitive dialogue.

It was further noted that the BSF Programme Director role was crucial as it provided the Strategic Direction for the Programme. The current Programme Director had provided leadership, direction and focus to the programme and had ensured that the Programme had met all the key milestones and objectives to date. The Programme Director had extensive experience as a 4PS adviser and Gateway Reviewer for BSG and his advice was often sought nationally and by other authorities.

Members were advised that as the DCSF prepared to announce the next wave of BSF Programme, many authorities were now looking for experienced BSF Programme Directors and Managers to lead their Programmes.

It was there proposed that the current BSF Programme Director contract be extended so that he could provide 217 days support to Halton per annum and that the daily rate of pay be £786 from September 2009 until 31st March 2011. The BSF Framework provided information on the Programme Director rates across the

country with the North West, North East and Midlands rates varying from £745 to £1074 per day.

It was essential that as Halton moved into Programme Delivery, there was sufficient appropriately qualified staff. Interim arrangements still existed for the Programme Manager's post as it did not prove possible to recruit to this position initially. This post had now been advertised and interviews would take place on 1st April 2009.

RESOLVED: That

- 1) the Strategic Director, Children and Young People be authorised to agree a contract for 217 days per annum at £786 per day for a period from September 2009 until 31st March 2011; and
- 2) Legal Services be requested to revise the current contract for the BSF Project Director's role.

ES110 – CONTRACT EXTENSION FOR THE PROVISION OF PERSONAL ADVISOR SERVICE FOR CARE LEAVERS

The Sub-Committee received a report which sought the waiving of Procurement Standing Orders 3.1 to 3.8 which placed a requirement on the Council to tender for contracts with a greater value than £50,000 but not exceeding £1m.

Members were advised that the current personal Advisor for Care Leavers contract had been in operation for five years and would terminate on 31st March 2009. The current cost of the service delivery was £168,000.

Members were further advised that the Service fulfilled the requirements placed on the Local Authority by the Children (Leaving Care) Act, 2000, Regulations and Guidance Chapter 6 Regulation 12: Personal Advisors. The Personal Advisor Service supported young people in making the transition from being in care to living self sustaining and fulfilled lives as independent members of the community.

It was noted that following a competitive tendering process in March 2009, the Panel who considered the proposals from a number of organisations were unable to make a contract award to a single provider. This was primarily on the basis of service continuity for existing users, with no new provider able to meet the terms of the contract due to the length of the contract lead-in period.

Therefore, approval to extend the existing contractual arrangements until 31st March 2010 and to recommence a competitive tendering exercise for this service in September 2009, with a view to awarding a new contract from April 2010 was sought.

The proposed tender process would enable the Council to update the service specification and to include improved outcomes nationally and locally for this vulnerable cohort. In addition, it was proposed that the revised specification would ensure that the service provider continually delivered a service that met identified needs.

It proposed that the new contract would last for a period of three years and would offer an option to extend beyond that for a further two years, subject to specified outcomes being delivered and specified targets being met.

In considering the request to waive Standing Orders and due to the issues outlined in the report, the Sub-Committee felt that performance monitoring of the service provider by Members was necessary and agreed that a further report be submitted to the Sub-Committee detailing this information.

RESOLVED: That

- (1) in the exceptional circumstances set out below, for the purposes of Standing Order 1.6, Procurement Standing Orders 3.1 – 3.8 be waived in order for the existing contractual arrangements to be extended until 31st March 2010. During the period of extension, the Council would complete a competitive tendering exercise for the Personal Advisor Service for Care Leavers;
- (2) delegated powers be approved to enable the Strategic Director Children and Young People in consultation with the relevant Executive Portfolio Holder, subject to an evaluation of value for money in an open tender process, to award a contract to an external provider inclusive of the provision of management and administration; and
- (3) a further report be submitted to the Sub-Committee detailing performance monitoring of the service provider.