

Public Document Pack

Tony Kershaw
Director of Law and Assurance

If calling please ask for:

Natalie Jones-Punch on 033 022 25098
Email: natalie.jones-punch@westsussex.gov.uk

www.westsussex.gov.uk

County Hall
Chichester
West Sussex
PO19 1RQ
Switchboard
Tel no (01243) 777100



9 July 2019

Children and Young People's Services Select Committee

A meeting of the committee will be held at **2.00 pm** on **Wednesday, 17 July 2019** at **County Hall, Chichester**.

Tony Kershaw
Director of Law and Assurance

The meeting will be available to view live via the Internet at this address:

<http://www.westsussex.public-i.tv/core/portal/home>

Agenda

- | | | |
|---------|----|--|
| 2.00 pm | 1. | Declarations of Interests

Members and officers must declare any pecuniary or personal interest in any business on the agenda. They should also make declarations at any stage such an interest becomes apparent during the meeting. Consideration should be given to leaving the meeting if the nature of the interest warrants it. If in doubt please contact Democratic Services before the meeting. |
| 2.00 pm | 2. | Minutes of the last meeting of the Committee (Pages 5 - 12)

The Committee is asked to agree the minutes of the meeting held on 19 June 2019 (cream paper). |
| 2.00 pm | 3. | Urgent Matters

Items not on the agenda which the Chairman of the meeting is of the opinion should be considered as a matter of urgency by reason of special circumstances, including cases where the Committee needs to be informed of budgetary or performance issues affecting matters within its terms of reference, which have emerged since the publication of the agenda. |
| 2.10 pm | 4. | Forward Plan of Key Decisions (Pages 13 - 22)

Extract from the Forward Plan dated 8 July 2019 – attached. |

An extract from any Forward Plan published between the date of despatch of the agenda and the date of the meeting will be tabled at the meeting.

The Committee is asked to consider whether it wishes to enquire into any of the forthcoming decisions within its portfolio.

2.20 pm 5. **Adoption of an Improvement Plan for Children's Services**
(Pages 23 - 26)

Report by the Director of Children's Services.

The County Council's Children's Services were the subject of an inspection by Ofsted in late February/early March 2019. The report detailing the inspection outcome was published on 8 May 2019 with the inspectors finding the overall effectiveness of Children's Services to be 'inadequate'.

In response, an Improvement Plan is being developed to address the findings of the report and set out how the County Council will implement the necessary measures to deliver improvement within Children's Services.

The Committee is asked to consider the draft Cabinet Member decision report, and the appended draft Improvement Plan document, and provide comment to the Cabinet Member for Children and Young People prior to the formal decision to adopt the Plan being taken later in July 2019.

3.20 pm 6. **Possible Items for Future Scrutiny**

Members to mention any items which they believe to be of relevance to the business of the Select Committee, and suitable for scrutiny, e.g. raised with them by constituents arising from central government initiatives etc.

If any member puts forward such an item, the Committee's role at this meeting is just to assess, briefly, whether to refer the matter to its Business Planning Group (BPG) to consider in detail.

3.25 pm 7. **Requests for Call-In**

There have been no requests for call-in to the Select Committee and within its constitutional remit since the date of the last meeting. The Director of Law and Assurance will report any requests since the publication of the agenda papers.

3.30 pm 8. **Date of Next Meeting**

The next meeting of the Committee will be held on 11 September 2019 at 10.30 am at County Hall, Chichester. Probable agenda items include:

- Regional Adoption Agency
- SEND Strategy

Any member wishing to place an item on the agenda for the meeting must notify the Director of Law and Assurance by 30 August 2019.

To all members of the Children and Young People's Services Select Committee

Webcasting

Please note: this meeting may be filmed for live or subsequent broadcast via the County Council's website on the internet - at the start of the meeting the Chairman will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training purposes by the Council.

Generally the public gallery is not filmed. However, by entering the meeting room and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

This page is intentionally left blank

Children and Young People's Services Select Committee

19 June 2019 – At a meeting of the Children and Young People's Services Select Committee held at 10.30 am at County Hall, Chichester.

Present: Mr High (Chairman)

Mrs Russell	Mrs Hall	Ms Sudan
Mrs Bennett	Mrs Jones	Mr Lozzi
Ms Flynn	Ms Lord	Mr Cristin

Apologies were received from Mrs Bridges, Mr Cloake, Mr Wickremaratchi and Mrs Ryan

Absent: Mr Petts

Also in attendance: Ms Goldsmith and Mrs Pendleton

Part I

10. Declarations of Interests

10.1 The following personal interests were declared:

- Mr High declared an interest in item 5 (Ofsted Inspection of Children's Social Care: Implications for Scrutiny) as a member of his family has an Education and Health Care Plan (EHCP).
- Mrs Flynn declared an interest in item 5 (Ofsted Inspection of Children's Social Care: Implications for Scrutiny) as a member of her family has Special Educational Needs (SEN), and as a governor at Ingfield Manor School.

11. Minutes of the last meeting of the Committee

11.1 Resolved that the minutes of the last meeting held on 15 May 2019 be approved as a correct record and that they be signed by the Chairman.

12. Forward Plan of Key Decisions

12.1 The Committee considered a tabled paper which was a new version of the Forward Plan dated 17 June 2019 (copy appended to the signed minutes). This version of the Forward Plan was not included in the Committee papers as it had been published following the statutory despatch of the agenda.

12.2 John Readman, Director of Children's Services, advised the Adoption of an Improvement Plan for Children's Services decision would now be taken in July, instead of June.

12.3 Resolved – that the Committee notes the Forward Plan.

13. Ofsted Inspection of Children's Social Care: Implications for Scrutiny

13.1 The Chairman invited the Committee to reflect upon the Ofsted findings that scrutiny had not been sufficiently rigorous, and to identify any specific changes required to address this going forward. The following points were raised by members in discussion:

- The Committee had been quite focussed on decision points and data, and had not been so open-minded about occurrences in the service more broadly. Members proposed it would be useful to undertake visits to operational sites, such as IPEH hubs, to enable a more 'on the ground' source of information.
- Members noted that Education had a number of co-opted representatives on the Committee, and considered the absence of a perspective from Children's Social Care. Members considered a practitioner representative would bring a valuable voice to the Committee, and assist in understanding the issues identified by Ofsted more clearly.
- Members suggested the BPG should plan the scrutiny timetable for the next couple of years to provide a clear programme of topics.
- The Committee heard that the Children in Care Council (CiCC) issue a periodical newsletter and suggested they could be added to the distribution list.
- The Chairman advised he felt there would be value in talking to social workers and practitioners in order to understand their experiences and identify successes and failures in the service.
- The Chairman of the Corporate Parenting Panel (CPP) advised she was aiming to involve children, carers and various agencies and partners in the panel meetings. The Committee noted there were 2 members who sat on both the CYPSSC and CPP.
- The Leader reflected on a visit to the Multi-Agency Safeguarding Hub (MASH) with the Cabinet Member for Children and Young People. The MASH was operating well, and it gave the Leader and Cabinet Member the opportunity to see what good looked like. The Leader added that members should visit other service areas, that staff welcome the recognition and a forum to listen and be heard.
- Members agreed and considered they all had an individual responsibility to engage with the service. It was suggested visits to local Children and Family Centres were useful to understand the interaction between different agencies. Observing foster or adoption panels was also considered as a value forum to gain further insight into the service.
- The Chairman of the CPP urged members to consider how they approach schools about CLA, including asking them if they had CLA, and how were they getting on. The Director of Children's Services agreed, and suggested members take opportunities to exercise their role as corporate parents when meeting chairs of governors and heads. The Chairman of the CPP encouraged members to feedback from these discussions in order to close the loop.

- The Chairman advised the member day would be a prime opportunity to stress the corporate parenting responsibility to members, encouraging them to ask questions and strive for good outcomes as advocates for children.
- Members of the Committee advised they needed to know when things were going wrong, and felt that loops could be closed by both reaching out and being available.
- The Committee considered the way in which they receive and understand data and key measures required refreshment. The Committee also agreed members should be flexible in terms of meeting dates, in order that they are getting the opportunities to provide the most effective input, in view of the quarterly monitoring visits from Ofsted.

13.2 Resolved that the Committee:

1. Works with the service to identify possible visits and witnesses for future meetings, and that individual members look at what engagement they can undertake, such as observing a fostering or adoption panel.
2. Considers the wider involvement of co-optees from Children's Social Care, potentially including social workers, care leavers and the Youth Cabinet.
3. Receives relevant information from the service, such as the CiCC newsletter.
4. Has close communication with the CPP to ensure members are working together and cross-cutting issues and being considered in the most appropriate space.
5. Considers information from other councils on what 'good scrutiny' and good Children's Social Care looks like.
6. Asks the Leader and Cabinet Member to investigate the involvement of young people, including the Youth Cabinet, as part of the Select Committee.
7. Encourages members to find a mechanism to ensure that families and young people feel confident to approach County Councillors, and that the council ensures messaging to the public regarding corporate parenting is clear.
8. Considers what data and key measures are required for more effective and robust scrutiny.
9. Looks at future meeting dates at the next BPG to ensure effective scrutiny of the Children First Practice Improvement Plan.

14. Children First Practice Improvement Plan

14.1 The Committee considered a report by the Director of Children Services and the Director of Law and Assurance. The report was introduced by John Readman, Director of Children Services, who also took the Committee through a presentation (copy appended to the signed minutes). The Committee heard the following key points:

- A commissioner had now been appointed for WSCC; John Coughlan, Chief Executive of Hampshire County Council. A set up meeting had taken place which had been very useful. Hampshire Children's Social Care had recently been awarded an Outstanding Ofsted rating. The practical support from Hampshire County Council was funded by the Department for Education (DfE).
- The commissioner would undertake a three month review of Children's Social Care, then a formal report would be submitted to the DfE at the end of September. WSCC would work with the commissioner to develop and undertake improvement, including working with the Improvement Board, the CYPSSC and CPP.
- There was a fundamental determination and commitment to improve the service through three concurrent streams:
 - Looking at areas of most risk and making early progress
 - Supporting and stabilising the workforce
 - The development of the Improvement Plan.

14.2 Sarah Daly, Head of Children's Social Care provided an update on progress to date. Key points included the following:

- To improve management oversight, supervision training had started to take place in order to build practitioner confidence and embed a good working practice.
- Live time trackers for individual children had been developed.
- Social workers for pre-birth work were now embedded in their work, visiting and reviewing cases, ensuring there were plans in place by week 32 gestation. A consistent monitoring approach had been taken to ensure a wrap-around care plan.
- The West Sussex Safeguarding Children's Board (WSSCB) had been working in partnership with Children's Social Care to strengthen the focus on neglect. Neglect cases were being audited, and learning was coming out of this.
- Practice improvement had been underway in areas of high risk adolescents, return home interviews, child exploitation, foster to adopt and assessment and intervention.

14.3 The Director of Children's Services provided the following update on workforce:

- Vacancies were being filled in a timely and efficient way, and the vacancy gap was reducing.
- The aim was to develop the best environment to encourage best practice, with positive learning and development opportunities.
- The recruitment and retention campaign was yielding good results, with the lowest vacancy rate in a significant period of time.
- Morale in the service had improved, which was critical when bringing new staff in.
- 7 apprenticeships were in train, and the AYSE was proving a successful academy programme. In September 2019 an additional 43 full time equivalent posts would join the workforce.

- Around 12% of the workforce was covered by agency staff who would remain with WSCC until they were no longer needed.
- There were 24 leavers in the pipeline citing reasons of relocation as opposed to high caseloads or poor management oversight.
- The retention programme had an 82% take up to date.
- Human Resources data was available each month, this oversight enabled trends to be identified and allowed for action to be taken where necessary.
- Staff events had been well attended, and a good opportunity for staff to have an open discussion about their views.

14.4 Members of the Committee asked the following questions regarding the workforce update:

- The Chairman questioned if high case loads were the primary reason for social workers leaving. The Head of Children's Social Care advised that when caseloads were running at levels of around 30 this was the biggest contributing factor for staff choosing to leave. She added this was far too high, and the caseloads were returning to a much more desirable and manageable level.
- Members were pleased to hear of the additional establishment of social workers in September, and asked for the number of those who were newly qualified. The Head of Children's Social Care advised 37 social workers were joining the AYSE academy.
- Members noted that sustainability must be managed in order to retain these staff, and questioned what promotion opportunities existed for those at middle-management level. The Head of Children's Social Care advised there was a progression route and that the service did recognise talent. Where social workers identified specific interests these were nurtured, staff were encouraged to stay with WSCC and were provided opportunities to transfer within the service to further develop skills. Progression options included becoming an advanced practitioner, frontline management and senior level management.
- The Committee considered if agency workers were offered to become permanent staff for WSCC. The Head of Children's Social Care advised members that agency staff were given the opportunity to transfer to WSCC as permanent staff and a number had done so. This was an indication that the culture and environment for staff was improving.

14.5 The Director of Children's Services provided an update to the Committee on improvement planning. Members heard the following key points:

- There was now an opportunity to refresh the wider West Sussex Plan in relation to children. Outcomes of the Integrated Prevention and Early Help (IPEH) review would also be weaved into this revived version of the West Sussex Plan in relation to giving Children and Young People the best start in life.

- The Improvement Plan would be set against the 12 recommendations from Ofsted. The Plan was in development following consultation with staff following the engagement events.
- Getting the plan right was absolutely key, it was a lengthy process but progress was being made.
- The question 'what does good look like?' was central to the development of the Improvement Plan, with consideration for governance, actions, outcomes and evidence.
- The plan aimed to capture the breadth of corporate parenting.
- It was crucial the format of the plan was able to be understood by staff in the service. Frontline staff would deliver the improvement required.
- The service welcomed both scrutiny and support of the plans implementation.

14.6 Members of the Committee were grateful for the update on the improvement journey, and felt reassured by the vigour of work underway. The following points were raised in discussion:

- The Chairman noted a stable and effective social worker cohort was vital for improvement.
- The Committee asked officers how they would know if the service had missed something. The Director of Children's Services advised that with intervention by a commissioner there was formal level of experienced support. He felt there was a collective focus for improvement and noted the cultivation of a relentless effort to make positive change.
- The Leader advised WSCC was a difficult place to recruit to given the low rate of unemployment, costly house prices and being situated between 2 outstanding councils. She added her commitment along with the Cabinet Member for Children and Young People to the improvement of the service.
- The Chairman advised he felt reassured that WSCC was travelling in the right direction.

14.7 Resolved that the Committee:

1. Notes the process for the production and delivery of the Children First Practice Improvement Plan, the progress to date and the further actions in hand.
2. Considers how it proposes to discharge its scrutiny function in relation to the delivery of the plan.

15. Local Safeguarding Children Partnership

15.1 The Committee considered a report by the Independent Chair of the West Sussex Safeguarding Children's Board (WSSCB). The report was introduced by Jon Brydon, Head of Safeguarding, who highlighted the following key points:

- The Head of Safeguarding was working with the Independent Chair of the WSSCB and colleagues in police and health to implement a change in national policy which replaces the current operating model of the safeguarding board.
- In 2016, a review was undertaken which highlighted the inefficiencies of the current model, recommending that it was refreshed.
- The new Local Safeguarding Partnership (LSCP) will replace the WSSCB as a stronger statutory partnership between the local authority, the police and health on an equal footing.
- The key changes involve the cessation of the Child Death Overview Panel will be delivered by a Pan Sussex steering group. Serious Case Reviews would be included in a new National Review Panel.
- The WSSCB was currently independently chaired. In the new LSCP arrangement, the Chairman will take an active scrutiny role.
- The priorities for the LSCP would be known after the August meeting of the new partnership. This would form the focus of work for the next 3 years.

15.2 The Committee considered the following points in discussion:

- Members welcomed the new arrangement and understood the rationale in bringing together key partners.
- Members considered the shared accountability, and how the new partnership would be delivered in practical terms. The Director of Children's Services advised the new government legislation assured the effective scrutiny of practice and standards. As an assurance body, the LSCP would hold WSCC, the police, health and voluntary sector colleagues to account.
- The Vice-Chairman considered the risk management implications and asked how the Chairman of the LSCP would be appraised. The Director of Children's Services advised national guidance did not determine an appraisal system, however the Chairman would meet the Chief Executive of WSCC on a monthly basis. The Director of Children's Services added that the Chairman of the LSCP was also a member of the Improvement Board.

15.3 Resolved that the Committee:

1. Notes the changes to multi-agency arrangements to safeguard children in local authority areas.
2. Requests that further information on the new priorities for the LSCP brought to an appropriate meeting of the Committee after 6 August 2019.

16. Business Planning Group Appointments

16.1 Resolved - that the Committee agreed the membership of the Business Planning Group would comprise Mr High (Chairman), Mrs Russell (Vice-Chairman), Mrs Hall, Ms Sudan and Ms Lord.

17. Requests for Call-In

17.1 The Children and Young People's Services Select Committee Business Planning Group (BPG) received a request to call-in the proposed decision by the Cabinet Member for Children and Young People concerning the Relinquishment of the Beechfield Secure Unit (CYP01 19/20) – decision published on 22 May 2019. The BPG declined the request.

18. Date of Next Meeting

18.1 The Committee noted that the next scheduled meeting will be held on 17 July 2019 at 14.00pm at County Hall, Chichester. This was an additional scheduled meeting in agreement with the Chairman so that the Committee may consider the Children First Practice Improvement Plan.

The meeting ended at 12.58 pm

Chairman



Forward Plan of Key Decisions

Explanatory Note

The County Council must give at least 28 days' notice of all key decisions to be taken by members or officers. The Forward Plan includes all key decisions and the expected month for the decision to be taken over a four-month period. Decisions are categorised in the Forward Plan according to the [West Sussex Plan](#) priorities of:

- Best Start in Life
- A Prosperous Place
- A Safe, Strong and Sustainable Place
- Independence in Later Life
- A Council that Works for the Community

The Forward Plan is updated regularly and key decisions can be taken daily. Published decisions are available via this [link](#). The Forward Plan is available on the County Council's website www.westsussex.gov.uk and from Democratic Services, County Hall, West Street, Chichester, PO19 1RQ, all Help Points and the main libraries in Bognor Regis, Crawley, Haywards Heath, Horsham and Worthing.

Key decisions are those which:

- Involve expenditure or savings of £500,000 or more (except decisions in connection with treasury management); and/or
- Will have a significant effect on communities in two or more electoral divisions in terms of how services are provided.

The following information is provided for each entry in the Forward Plan:

Decision	The title of the decision, a brief summary and proposed recommendation(s)
Decision By	Who will take the decision
West Sussex Plan priority	See above for the five priorities contained in the West Sussex Plan
Date added to Forward Plan	The date the proposed decision was added to the Forward Plan
Decision Month	The decision will be taken on any working day in the month stated
Consultation/Representations	Means of consultation/names of consultees and/or dates of Select Committee meetings and how to make representations on the decision and by when
Background Documents	What documents relating to the proposed decision are available (via links on the website version of the Forward Plan). Hard copies of background documents are available on request from the decision contact.
Author	The contact details of the decision report author
Contact	Who in Democratic Services you can contact about the entry

For questions about the Forward Plan contact Helena Cox on 033022 22533, email helena.cox@westsussex.gov.uk.

Published: 5 July 2019

Forward Plan Summary

Summary of all forthcoming executive decisions in West Sussex Plan priority order

Page No	Decision Maker	Subject Matter	Date
 Best Start in Life			
5	Cabinet Member for Children and Young People	Adoption of an Improvement Plan for Children's Services	July 2019
5	Executive Director of Place Services	Award of Contract for the expansion works to Nyewood Junior School, Bognor Regis	September 2019
6	Executive Director of Place Services	Award of Contract for the expansion of Shelley Primary School, Broadbridge Heath	September 2019
7	Cabinet Member for Children and Young People	Formation of a Regional Adoption Agency	September 2019
8	Cabinet Member for Education and Skills	Woodlands Mead College Site, Burgess Hill - Allocation of Funding for Project Delivery	September 2019
9	Cabinet Member for Education and Skills	Expansion of Manor Green Primary School, Crawley	October 2019
 A Prosperous Place			
10	Cabinet Member for Highways and Infrastructure	A259 Littlehampton Corridor Improvements	July 2019
10	Cabinet Member for Highways and Infrastructure	A284 Lyminster Bypass - Land Acquisition	July 2019
11	Cabinet Member for Finance and Resources	Capital Funding: Demolition of County Buildings in Crawley	July 2019
12	Executive Director of Place Services	Eastern Gateway, Crawley Growth programme- Contract award	July 2019
13	Cabinet Member for Highways and Infrastructure	Framework for managing planned events on West Sussex highways	July 2019
14	Cabinet Member for Highways and Infrastructure	Guidance on Parking in New Developments	July 2019
15	Cabinet Member for Highways and Infrastructure	Highways and Transport Service Area Review - Highway Maintenance Plan	July 2019

16	Cabinet Member for Highways and Infrastructure	Review of On-Street Parking Charges and related policy	July 2019
16	Cabinet Member for Highways and Infrastructure	Street Lighting LED Conversion Programme	July 2019
17	Cabinet Member for Highways and Infrastructure	Transport for the South East: response to consultation about statutory status	July 2019
18	Executive Director of Place Services	Worthing Portland Road Public Realm Works - Adur and Worthing Growth Programme	September 2019



A Strong, Safe and Sustainable Place

19	Director of Adults' Services	Procurement Process for Housing Related Support Contracts	July 2019
20	Cabinet Member for Adults and Health	Procurement of Public Health Services	July 2019
21	Executive Director of Place Services	Worthing Community Hub Award of Contract	July 2019
22	Chief Fire Officer	Award of Contract: Provision of 35 Vehicles for Flexi Duty System Staff (Fire)	August 2019
23	Cabinet Member for Environment	Adoption of the Shoreham Harbour Joint Area Action Plan	August 2019
23	Cabinet Member for Environment	Soft Sand Review - Proposed Submission Draft	September 2019



Independence in Later Life

24	Director of Adults' Services	Commissioning of Hospital Discharge Care Service	July 2019
25	Cabinet Member for Adults and Health	Contract Arrangements - In House Adult Social Care	July 2019
26	Cabinet Member for Adults and Health	Development of an Extra Care Housing Scheme in East Grinstead	September 2019



A Council that works for the Community

27	Cabinet Member for Finance and Resources, Leader	Total Performance Monitor (Rolling Entry)	Between April 2019 and March 2020
28	Cabinet Member for Finance and Resources	Review of Property Holdings (Rolling Entry)	Between April 2019 and March

Agenda Item 4

			2020
28	Director of Environment and Public Protection	Building Maintenance Services Contract Award	July 2019
29	Cabinet Member for Finance and Resources	Commissioning of a Commercial Property Agent	July 2019
30	Cabinet Member for Finance and Resources	Recommissioning of Valuation, Rating and Estate Management Consultancy Services	July 2019
31	Cabinet Member for Safer, Stronger Communities	Procurement: Central Buying Consortium Library Group	August 2019
32	Cabinet Member for Corporate Relations	Procurement "Soft" Facilities Management Services Contract	August 2019
33	Cabinet Member for Corporate Relations	Procurement of a Business Management Solution	September 2019

Best Start in Life

Cabinet Member for Children and Young People

Adoption of an Improvement Plan for Children's Services	
<p>The County Council's Children's Services were the subject of an inspection by Ofsted in late February/early March 2019. The report detailing the inspection outcome was published on 8 May 2019 with the inspectors finding the overall effectiveness of Children's Services to be 'inadequate'.</p> <p>In response an Improvement Plan is being developed to address the findings of the report and set out how the County Council will implement the necessary measures to deliver improvement within Children's Services.</p> <p>The Cabinet Member for Children and Young People will be asked to approve the adoption of the Improvement Plan for Children's Services for submission to the Department for Education.</p>	
Decision By	Mr Marshall - Cabinet Member for Children and Young People
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	30 May 2019
Decision Month	July 2019
Consultation/ Representations	<p>Improvement Board Children and Young People's Services Select Committee – 19 June 2019 and 17 July 2019 Health and Wellbeing Board Corporate Parenting Panel</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member, via one of the listed officer contacts, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Ofsted Report of Children's Services
Author	Garath Symonds Tel: 033 022 22511
Contact	Wendy Saunders - 033 022 22553

Executive Director of Place Services

Award of Contract for the expansion works to Nyewood Junior School, Bognor Regis

Due to growing demand for school places, an expansion project was undertaken at Nyewood Junior School in 2015 to increase the published admission number from 75 to 90 places per year. A new school hall is required to complete the expansion. The Cabinet Member for Education and Skills will be asked to approve the allocation of funds required to enable the project to proceed and to delegate authority to the Executive Director of Place Services to award the contract for the works.

Following receipt of this approval from the Cabinet Member, the Executive Director of Place Services will be asked to award the construction contract for the new hall for Nyewood Junior School.

Decision By	Lee Harris - Executive Director of Place Services
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	14 December 2018
Decision Month	September 2019
Consultation/ Representations	Representations concerning this proposed decision can be made to the Executive Director of Place Services, via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Philippa Hind Tel: 033 022 23041
Contact	Wendy Saunders - 033 022 22553

Executive Director of Place Services

Award of Contract for the expansion of Shelley Primary School, Broadbridge Heath

Due to growing demand for school places there is a need to expand Shelley Primary School to accommodate additional pupils. The Cabinet Member for Education and Skills will be asked to approve the allocation of funds required to enable the expansion to proceed and to delegate authority to the Executive Director of Place Services to award the contract for the works.

Following receipt of this approval from the Cabinet Member, the Executive Director of Place Services will be asked to award the construction contract to expand Shelley Primary School.

Decision By	Lee Harris - Executive Director of Place Services
West Sussex Plan priority	Best Start in Life
Date added to	14 December 2018

Forward Plan	
Decision Month	September 2019
Consultation/Representations	Representations concerning this proposed decision can be made to the Executive Director of Place Services via the author or officer contact, by the beginning of the month in which the decision is due to be taken.
Background Documents (via website)	None
Author	Philippa Hind Tel: 033 022 23041
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Children and Young People

Formation of a Regional Adoption Agency	
<p>Following the Government Paper in 2016- Adoption- A Vision for Change, all Local Authority Adoption Agencies are required to form Regional Adoption Agencies (RAA) to assist in increasing the number of children placed locally and improve outcomes for children.</p> <p>In order to work towards establishing a RAA for the Sussex and Surrey area, West Sussex County Council, East Sussex County Council, Surrey County Council and Brighton & Hove City Council have been working together under an informal arrangement - Adoption South East (ASE) since June 2016. This arrangement now requires formalising to meet the Government's expectation that all local authorities become part of a RAA by 2020.</p> <p>The Cabinet Member for Children and Young People will be asked to agree that the County Council forms a Regional Adoption Agency with East Sussex County Council, Surrey County Council and Brighton and Hove City Council, to be operational from April 2020</p>	
Decision By	Mr Marshall - Cabinet Member for Children and Young People
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	1 July 2019
Decision Month	September 2019
Consultation/Representations	<p>Staff Children and Young People's Services Select Committee</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member via the officer contact, by the beginning of the month in which the decision is due to be taken</p>

Background Documents (via website)	None
Author	Wendy Wood Tel: 033 022 25340
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills

Woodlands Meed College Site, Burgess Hill - Allocation of Funding for Project Delivery	
<p>Woodlands Meed is a Special School and College for 2-19 year olds located in Burgess Hill. The existing accommodation at the College site has significant suitability and condition issues meaning the College is unable to offer the full curriculum and unable to accommodate the full range of Special Educational Needs.</p> <p>In order to address this, in February 2019 the Cabinet Member for Education and Skills took a decision (ES18 (18/19)) to approve the allocation of £0.5m from the Capital Programme to enable a costed design to be produced for rebuilding and expanding Woodlands Meed College on its current site. This has involved the appointment of a full design team through the County Council's Multi-Disciplinary Consultant to undertake the design work required to develop the feasibility design into a formal proposal enabling costs to be sought for all elements of the proposal.</p> <p>The Cabinet Member for Education and Skills will be asked to agree the allocation of funds from the Capital Programme to enable the rebuilding and expansion project at Woodlands Meed to proceed.</p> <p>.</p>	
Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in LIfe
Date added to Forward Plan	1 July 2019
Decision Month	September 2019
Consultation/ Representations	<p>School Cabinet Member for Finance and Resources</p> <p>Representations concerning this proposed decision can be made to the Cabinet Member, via the officer contact, by the beginning of the month in which the decision is due to be taken.</p>
Background Documents (via website)	Cabinet Member Decision ES18(18/19)
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

Cabinet Member for Education and Skills**Expansion of Manor Green Primary School, Crawley**

The Special Educational Needs and Disability (SEND) Strategy 2016-2019 aims to provide high quality local education provision for children and young people with SEND and optimise value for money from the High Needs Block of the Dedicated Schools Grant. As part of the development of the SEND Strategy, the County Council has identified an increased demand for extra provision to meet two specific areas of SEND - Autistic Spectrum Condition and Social, Emotional and Mental Health.

Following a review of current provision and anticipated future need, in early January 2019 the Cabinet Member for Education and Skills agreed a statutory notice to increase space at Manor Green Primary School in Crawley ([Decision reference ES16 \(18/19\)](#)). The school caters for a wide-range of Special Educational Needs, particularly for children with moderate and severe learning difficulties, complex social and communication difficulties or those who have been identified as having an Autistic Spectrum Condition. The increase in space would enable the school to increase planned places by 36 from 164 to 200.

To accommodate the additional pupils two further classrooms will need to be built. The feasibility work for the project has now been completed. Following detailed design and a competitive tendering exercise the Cabinet Member will be asked to approve the allocation of the funds required to enable the project to proceed.

Decision By	Mr Burrett - Cabinet Member for Education and Skills
West Sussex Plan priority	Best Start in Life
Date added to Forward Plan	5 July 2019
Decision Month	October 2019
Consultation/ Representations	School, parents and local residents, Borough Council. Cabinet Member for Finance and Resources. Representations concerning this proposed decision can be made to the Cabinet Member for Education and Skills via the author or officer contact, by the beginning of the month in which the decision is due to be taken
Background Documents (via website)	Cabinet Member Decision Report
Author	Leigh Hunnikin Tel: 033 022 23051
Contact	Wendy Saunders - 033 022 22553

This page is intentionally left blank

Children and Young People's Services Select Committee
17 July 2019
Adoption of an Improvement Plan for Children's Services
Report by Director of Children's Services

Summary

Following the 'inadequate' Ofsted judgement of children's services in its inspection of February-March 2019, a Statutory Direction was issued to the County Council by the Department for Education on 4 June. This requires the Council to prepare an improvement plan, in order to demonstrate its ability to turn services around. A Commissioner has been appointed by the Secretary of State for Education to oversee this process, and to make recommendations as to whether children's services should remain in the control of the County Council. The Children First Practice Improvement Plan is therefore the mechanism to describe the Council's action for recovery, and is the subject of this report.

The focus for scrutiny

The Committee is asked to consider the attached draft Cabinet Member decision report, and the appended draft Improvement Plan document, and provide comment to the Cabinet Member for Children and Young People prior to the formal decision to adopt the Plan being taken later in July 2019.

Proposal

1. Background and Context

- 1.1 The Select Committee has previously debated this matter on two occasions. At its meeting on 15 May 2019 it considered the Ofsted report in context, and debated its own future scrutiny role. A further report considered on 19 June 2019 set out the process dictated by the Statutory Direction to the Council, the role of the Commissioner appointed by the Secretary of State, and the preparation of the Practice Improvement Plan, the Council's mechanism to deliver the required service recovery. The 19 June report also explained the structure and rationale of the Plan, and provided some examples of its content.

2. Proposal

- 2.1 The full draft of the proposed Children First Practice Improvement Plan is now presented for the Select Committee's scrutiny, with its accompanying decision report. Its key characteristics are:
 - It is structured against the 12 Ofsted areas for improvement (as set out in the decision report);

- It follows a linked Actions, Outcomes, and Evidence methodology within each category;
- There will be an overarching Children First Strategy into which the Plan will fit – this will embrace the broader context of the collective vision and priorities for multi-agency children's services, including Early Help; the Strategy is under discussion and subject to consultation and approval is expected to be launched in September;
- There will be an underpinning performance framework to provide unambiguous evidence of progress.

2.2 The Committee will wish to bear in mind certain criteria that the plan to be adopted will need to fulfil:

- That all of the 12 areas for improvement are satisfactorily addressed;
- That the Plan gives a comprehensive framework for service transformation, and full expression to the County Council's aspirations for children;
- That the voice of the child is central to the Plan and the programme of transformation it represents;
- That the Plan will fully engage and command the confidence of service users, staff, partners, and the public.

2.3 The Committee has already considered at previous meetings both its own future scrutiny role, and new ways in which it can engage constructively with service users and other stakeholders. In considering the Plan in detail, the Committee may wish to comment further on how it wishes to be involved in the process of monitoring the progress of the enactment of the Plan, and the performance information associated with this.

3. Resources

3.1 There is a separate paper being prepared on the Children First improvement investment plan and strategy. An update will be provided at the meeting.

Factors taken into account

4. Issues for consideration by the Select Committee

4.1 The Committee is asked to consider the attached draft Cabinet Member decision report, which has been informed by a period of engagement with stakeholders. Issues members may wish to explore include:

- a) The effectiveness of the consultation/engagement process with stakeholders and service users;
- b) What the consultation analysis tells us and how it should inform the decision-making process;
- c) The County Council's statutory responsibilities and those of partners and other agencies, and how these have informed the proposals;
- d) What impact assessment has been carried out and any planned mitigations, bearing in mind the Council's public sector equality duty and other responsibilities identified in the decision reports;

- e) Timetable for delivery of proposals;
- f) Plans to monitor the impact of the proposals to include service users, their families and carers and current service providers; and
- g) Plans for future partnership working with strategic partners.

5. Consultation

- 5.1 Proposals have been published in the County Council's Forward Plan of Key Decisions and the draft Cabinet Member report sets out the methodology and process of engagement with stakeholders and elected members.

6. Risk Management Implications/Other Options Considered/Equality Duty/Social Value/Crime Disorder Implications/Human Rights Implications

- 6.1 These sub headings are addressed in the individual draft Cabinet Member decision report (Appendix A).

John Readman

Director of Children's Services

Tony Kershaw

Director of Law and Assurance

Contact: John Readman, **033022 22660**

Appendix A: Draft Decision Report – Adoption of an Improvement Plan for Children's Services (to follow)

Appendix B: Draft Children First Practice Improvement Plan (to follow)

This page is intentionally left blank