

CHILDREN, EDUCATION AND SKILLS SCRUTINY COMMITTEE

AGENDA

Meeting to be held in the Civic Centre (Committee Room No. 1) on Thursday, 5th July, 2018 at 5.30 p.m.

Membership

Cllr Bell, Francis (Vice-Chairman), Hunt, F. Miller, O'Brien, O'Neil, Rowntree, Scullion, P. Smith (Chairman), Tye and K. Wood

Coopted Members – Mrs. A. Blakey and Ms. J. Graham

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E. WAUGH,
Head of Law and Governance,
Civic Centre,
SUNDERLAND.

27th June, 2018

At a meeting of the CHILDREN, EDUCATION AND SKILLS SCRUTINY COMMITTEE held in COMMITTEE ROOM 1 of the CIVIC CENTRE, SUNDERLAND on THURSDAY 12th APRIL, 2018 at 5.30 p.m.

Present:-

Councillor P. Smith in the Chair

Councillors Bell, Francis, Hunt, Jackson, F. Miller, O'Neil, Scullion and Tye

Also in attendance:-

Ms. Abbi Adair, MSET Coordinator, Together For Children

Mr. James Diamond, Scrutiny Officer, Sunderland City Council

Mr. Stuart Douglass, Lead Policy Officer for Community Safety, Sunderland City Council

Ms. Lorraine Hughes, Consultant in Public Health, Sunderland City Council

Mr. Simon Marshall, Director of Education, Together for Children

Mr. David Noon, Principal Governance Services Officer, Sunderland City Council

Ms. Gillian Robinson, Area Coordinator, Sunderland City Council

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Foster, Stewart and N. Wright and on behalf of Ms. A. Blakey and Mr. S. Williamson.

Declarations of Interest (including Whipping Declarations)

There were no declarations of interest made.

Responding to Child Sexual Exploitation Update

The Director of Strategy, Partnerships and Transformation submitted a report (copy circulated) which provided an update on partnership progress to tackle child sexual exploitation and the role of the City Council in supporting this.

(for copy report – see original minutes)

Mr Stuart Douglass, Lead Policy Officer for Community Safety, presented the report and addressed questions and comments from Members.

Councillor Hunt referred to the 697 assessments considered at pre MSET between January, 2017 and January, 2018 and asked how these were fed in. Mr Douglass advised that they would have been submitted by social care workers. Councillor Hunt then referred to the 40 cases deemed to be of high risk and asked what percentage would have proceeded to court. Mr Douglass replied that he did not hold that

information. In many cases criminal convictions would not follow for a variety of reasons. As a result an emphasis was placed on disruption tactics. The primary concern for MSET was the safety of the child and to this end it had the power to serve a Child Abduction Warning Notice on a person if the parents of a child were unhappy that it was visiting a particular property.

Councillor Jackson asked if there was any early intervention / help for parents whose children were exhibiting signs of concern. Mr Douglass advised that it was available but was depended upon parents making their concerns known. The Council was well aware of the circumstances of its own looked after children but would need to be made aware of any issues with children in the wider community. Mr Marshall advised that parents could refer directly into early help or do so via a school.

In response to an enquiry from Councillor Francis regarding paragraph 3.4 and the learning from two serious case reviews, Mr Douglass advised that substance misuse had been identified as a tool used in grooming, however the most important learning aspect was that there was no single factor responsible for child sexual exploitation and that multi causal issues were at work.

Councillor Francis welcomed the £70,000 DCLG funding that the Council had successfully secured to help pilot a transitions programme for 12 months with Changing Lives. Mr Douglas advised that the pilot had focused on a number of child victims as they transitioned to adulthood. An end of project report highlighting key learning would be produced and he would be happy to submit this to the Committee.

In response to a further enquiry from Councillor Francis, Mr Douglass confirmed that the MSET Group meetings were well attended by all agencies concerned.

The Chairman referred to the review of the MSET arrangements and the resulting improvements to data recording systems to allow statistical analysis, trend analysis, interpretation of results, identification of community risk factors etc. She asked that this information was included in future reports to the Committee particularly in respect of the numbers of children deemed to be at risk and the location of the most vulnerable areas.

The Chairman referred to the training provided to taxi drivers and asked if it was going to be reviewed. Mr Douglas replied that the Council was investigating whether it could make the training mandatory, for example as a condition on the grant or renewal of a licence. If the Committee wished he could arrange for a representative from the licencing section to brief them on the matter.

There being no further questions or comments for Mr Douglas the Chairman thanked him for his report, and it was:-

1. RESOLVED that the contents of the report be received and noted.

Teenage Pregnancy Update Report

The Director of Public Health submitted a report (copy circulated) which updated the Committee on progress with the teenage pregnancy agenda and current levels of teenage conceptions.

(for copy report – see original minutes)

Ms. Lorraine Hughes, Consultant in Public Health presented the report and addressed questions and comments thereon.

Councillor Tye congratulated the Team on the successful re-launch of the C Card scheme, feedback from which had been very positive, particularly in respect of the consultation process and the training. He also believed that the decision not to turn 'a blind eye' in respect of 13 to 14 year olds had been vindicated. With regard to further enquiries from Councillor Tye, Ms Hughes confirmed that the postal service would only be available to those over the age of eighteen following registration and that the smart phone app was currently being refreshed.

On a less positive note, Councillor Tye was incredulous that a number of schools had opted not to take up the C Card. He believed it was bordering on criminal that school nurses would visit these schools but be unable to offer C Card advice.

The Chairman asked if there were any reasons why these schools declined to offer the service. Mr Marshall replied that it was usually related to the ethos of the school or whether it was a particular faith school. Parental pressure was also a factor and ultimately the decision whether or not to offer the service would be a decision for the Board of Governors. Mr Marshall advised that officers of his department were in a regular dialog with schools to ask and challenge them over their stance however progress was proving difficult. Ms Hughes asked Committee members who were school governors to consider using any influence they may have over their governing body to try to ensure that the C Card was offered in their particular school.

The Chairman asked Mr Marshall and Ms Hughes to revisit those schools who had opted not to promote the C Card, to seek definitive reasons why and to also ascertain the position of the two schools currently listed as 'Not known'.

Councillor Tye advised that there also needed to be a closer look taken at the availability of the emergency contraception service as he was aware of a number of instances where it had proved not to be available. Ms Hughes replied that as far as she was aware, emergency contraception was available in every pharmacy. Details were published on the Live Life Well website. She asked Councillor Tye to speak to her outside the meeting if he was aware of issues in respect of particular pharmacies.

There being no further questions or comments the Chairman thanked Ms Hughes for her report and it was:-

2. RESOLVED that:-

- i) the information contained within the report be received and noted;
- ii) Members who were also school governors seek to influence their governing bodies to adopt the C Card scheme; and
- iii) Mr Marshall and Ms Hughes revisit those schools that had opted not to promote the C Card to seek definitive reasons why and to also ascertain the position of the two schools currently listed as 'Not known'.

Send Update

The Director of Education submitted a report (copy circulated) which provided the Committee with an update on preparations for the SEND inspection in the form of a RAG rating together with commentary on the ratings and next steps to achieve further Green ratings.

(for copy report – see original minutes)

Mr Marshall presented the report which followed up on the one previously considered by the Committee in December 2017. He advised that the two crucial elements that had been identified in the process were parental involvement in SEND and commissioning.

The RAG ratings indicated where Together for Children (TfC) believed it was in respect of its preparations for the impending Ofsted inspection. The red categories encouraged officers to work harder to address issues. There was a detailed action plan behind each RAG, holding stakeholders to account. There was a need to develop innovative ways of service delivery. The main challenge to be faced was that the Ofsted inspection would be of the local area as a whole and wouldn't focus solely on TfC and the Clinical Commissioning Group (CCG).

The Chairman then invited questions and comments from Members.

Councillor O'Neil referred to parents who wouldn't engage and asked how this could be addressed. Mr Marshall advised that clarity was required in respect of what was often regarded as poor behaviour may in fact be an early sign of SEN. TfC had recently appointed to the Education Psychology Service which now had a complement of 4. The Team would assess and identify specific educational needs and mental health issues. Once any needs had been recognised it was about putting in an appropriate level of support for families to move forward.

Councillor Jackson informed the Committee that she had been approached by two young people in their early twenties who had received SEND assistance in the past and were now looking for additional support. Mr Marshall confirmed that the transition from child to adult could be challenging and asked Councillor Jackson to contact the SEN Team at TfC so they could understand the issues involved.

In response to an enquiry from the Chairman, Mr Marshall confirmed that the appointment process in respect of the Participation Lead post was progressing.

There being no further questions or comments, Mr Marshall advised that he would continue to provide the Committee with a bi-monthly update report. The Chairman having thanked him for his report, it was:-

3. RESOLVED that the contents of the report be received and noted.

Consultation with Staff from the Early Help Team

The Head of Member Support and Community Partnerships submitted a report (copy circulated) which provided members with the opportunity to consider feedback from

the Committee's visit to meet staff from the Early Help Team undertaken at Bede Tower on 26th March 2018 as part of the Committee's rolling programme of meetings with staff involved in each stage of a child's journey through social care. The visit had been undertaken by Councillors Smith, Hunt, and Foster and had involved an open discussion between Members and staff on the issues facing the service.

(for copy report – see original minutes)

Mr Diamond, Scrutiny Officer introduced the report and briefly outlined the issues raised as detailed in paragraph 3.2. The Chairman stated that the comments from the YOT were interesting regarding the staff reductions and concerns that in the future the service could struggle to cope with demand. She stated that this was something that the Committee would need to continue to monitor.

Councillor Hunt stated that she would also like to see the Committee take action in respect of the concerns raised regarding the factors behind the increasing need for early intervention (domestic violence, mental health issues among young people and substance misuse), the gap in services for children who witness domestic violence and required specialist help to deal with the subsequent trauma and the growth in violence from young children towards their mothers and grandmothers.

Councillor Francis stated that it might also be useful to take representations from a client of the Youth Offending Team.

The Chairman stated that following the elections there would be an informal meeting to discuss work programme priorities for the forthcoming municipal year which could include the issues raised during the conversation with the Early Help Team.

4. RESOLVED that:-

- i) the report be received and noted
- ii) the issues raised during the conversation with the Early Help Team be considered at the informal meeting to highlight potential work programme priorities for the forthcoming municipal year, and
- iii) the implications of the staffing reduction in the Youth Offending Team continue to be monitored.

Annual Work Programme 2017/18

The Head of Member Support and Community Partnerships submitted a report (copy circulated) attaching for Members' information, the completed work programme for the Committee's work undertaken during the 2017/18 municipal year.

(for copy report – see original minutes)

5. RESOLVED that the information contained in the work programme be received and noted;

Notice of Key Decisions

The Head of Scrutiny and Area Arrangements submitted a report (copy circulated) providing Members with an opportunity to consider those items on the Executive's Notice of Key Decisions for the 28 day period from the 27th March, 2018.

(for copy report – see original minutes)

Councillor Tye referred to the notice and posed the following questions:-

- i). Why the Together for Children (TfC) Business Plan wasn't included on the Notice of Key Decisions.
- ii). Why Cabinet were asked to approve the plan without costings and data
- iii). Why the TfC Plan was submitted in draft form and made no reference to Scrutiny
- iv). Why the appointment of the Chief Executive of TfC was not included on the Notice of Key Decisions

Mr Diamond Scrutiny Officer advised that he did not have the information to hand but would investigate the issues raised by Councillor Tye and provide him with a written answer.

6. RESOLVED that:-

- i) the Notices of Key Decisions be received and noted; and
- ii) Councillor Tye be provided with a written response in respect of the issues raised above regarding TFC.

The Chairman then closed the meeting having thanked Members and Officers for their attendance and contributions to the meeting.

(Signed) P. SMITH,
Chairman.

At a meeting of the CHILDREN, EDUCATION AND SKILLS SCRUTINY COMMITTEE held in COMMITTEE ROOM 1 of the CIVIC CENTRE, SUNDERLAND on WEDNESDAY 28TH MARCH, 2018 at 5.30 p.m.

Present:-

Councillor Francis in the Chair

Councillors Bell, Hunt, F. Miller and Scullion together with Mrs. A. Blakey

Also in attendance:-

Ms. Karen Davison, Director of Early Help, Together for Children
Mr. James Diamond, Scrutiny Officer, Sunderland City Council
Ms. Jayne Ivory, Director of Performance and Quality, Together for Children
Mr. Thomas Newton, Sunderland Youth Parliament
Ms. Debra Patterson, Director of Safeguarding, Together for Children
Ms. Joan Reed, Strategic Advice Services Manager, Sunderland City Council
Mr. Liam Ritchie, Sunderland Youth Parliament and Sunderland Youth Inspectors
Ms. Gillian Robinson, Area Coordinator, Sunderland City Council
Ms. Joanne Stewart, Principal Governance Services Officer, Sunderland City Council

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Foster, Jackson, Smith, Stewart and Tye and on behalf of Mr. S. Williamson.

Minutes of the last ordinary meeting of the Children, Education and Skills Scrutiny Committee held on 1st February, 2018

Subject to the inclusion of Councillor F. Miller in the recorded attendance, it was:-

1. RESOLVED that the minutes of the last ordinary meeting of the Children, Education and Skills Scrutiny Committee held on 1st February, 2018 be confirmed as a correct record.

Declarations of Interest (including Whipping Declarations)

There were no declarations of interest made.

Universal Credit Potential Risks and Mitigations

The Strategic Advice Services Manager, People Directorate, submitted a report (copy circulated) and gave a presentation which provided the Committee with information on Universal Credit and the potential risks and mitigations.

(for copy report – see original minutes)

Ms. Joan Reed, Strategic Advice Services Manager, gave the presentation and took Members through the report which had been requested at the last meeting of the Committee in respect of on-going activity to mitigate the impacts of welfare reform. The report and presentation also provided information specifically around the timeline and issues associated with the Universal Credit Full Service rolling out in the city.

Ms. Reed advised that Universal Credit had originally been planned for implementation from October, 2013 and was now running 4-5 years late and that roll out for Sunderland had been expected in May, 2018 but had now been pushed back to July, 2018, at this stage.

Councillor Hunt sought clarification around customers being paid in arrears who were currently paid on a weekly or fortnightly basis and Ms. Reed advised that when the system went live in July it would only be for new claimants in the first instance; before being rolled out to the remainder of claimants at a later date but explained there were two solutions to the problem. Customers could request advance payments and have longer to repay them or they could ask for alternative payments to be made, where payments could be made direct to their landlord.

Ms. Hunt asked if the alternative payments were new as she was aware that previously with Gentoo, only those tenants who were already in arrears with rent payments would be considered. Ms. Reed advised that previously it had been if the tenant was in arrears of eight weeks or more but that in certain circumstances alternative payments could be requested to be made sooner than this.

Ms. Blakey referred to families who may be seen to be struggling; either by professionals in schools or other partners; and asked if it would be clear for professionals as to where or who to signpost these families to. Ms. Reed advised that information was to go to Members giving advice of where families could go for advice and support. The Community Hub on the website would provide all of the information necessary and would be kept up to date and customers would be directed towards this in the first instance as it would have the most current information within it. The Department of Work and Pensions site also provided a good level of information on their website.

Ms. Blakey commented that the school environment was the ideal place to make contact with a lot of families and to share information as they could advise parents/families in a more informal manner when they saw or perceived a family may be struggling. She suggested Officers should look to utilise as many points of contact with families as they could.

Ms. Reed advised there was a meeting to be held in April where they would be discussing the pooling of resources, training and the toolkit which was to be created. Other support services and how to best communicate as far and wide as they could to get information to residents would be part of those discussions. She commented that with the roll out expected in July, 2018 it may be difficult to utilise schools as it would start just as the school summer holidays begin. She reiterated that the first roll out would be for new claimants only but agreed that it was imperative to get the information regarding Universal Credit and the changes which were to be introduced to as many people who may be affected as possible.

Councillor Bell thanked Ms. Reed for the informative presentation but raised concerns around the introduction of the changes. He commented that it could cause issues such as extra pressures on family's resulting in family break ups; a lot of family's receiving less money; sanction problems, which was especially worrying for those individuals who have learning difficulties or mental health issues; and commented he had first-hand experience of the transfer of Disability Living Allowance to Personal Independent Payments and the errors which were still being made in relation to that so it did not fill him with confidence that the roll out of Universal Credit would be without its problems.

Ms. Reed agreed with a lot of the issues Councillor Bell had raised and assured the Committee that Officers would be working to try and alleviate as many issues that they could that were under Council control. Services would be looking to support as many people as much as they could through the transition process and ensure that people knew where to go for help and advice.

In response to a query from Councillor Miller around part time employment hours being taken into account, Ms. Reed advised that the Department for Work and Pensions were looking to move away from the idea that people would be sanctioned and more towards convincing them to ask more questions and look for more support and advice as to what work/benefit allowances there were available to them. Information needed to get out to people that it was okay to ask questions and seek advice and that a lot of Universal Credit was about changing the culture of claiming benefits and getting back into work.

Councillor Scullion asked if information was being shared between local authorities to share best practice that may have worked when Universal Credit was introduced in their areas. Ms. Reed advised that impact analysis was difficult to carry out at the moment due to the different position each authority was in although a lot of anecdotal cases were being shared and Officers were trying to listen to experiences from neighbouring authorities. The roll out of Universal Credit in Sunderland would not be exactly the same as other areas but hearing what had and had not worked elsewhere would be useful. Councillor Francis commented that it may be useful for Members of the Committee to receive examples of cases, fully anonymised, to allow them to better understand some of the issues that were being faced and how they were addressed.

Members having no further questions and having fully considered the report, it was;-

2. RESOLVED that information provided within the presentation and the report on the potential risks and mitigations in relation to Universal Credit be received and noted.

Together for Children Performance Update

The Director of Children's Services submitted a report (copy circulated) which provided Members with performance information in relation to Together for Children and the commissioning arrangement in the Council, offering assurance over progress and any issues that had arose, in the context of the scope of service and performance indicators as set out in the service contract.

(for copy report – see original minutes)

Ms. Jane Ivory, Director of Performance and Quality, Together for Children, presented the report advising that the Operational Commissioning Group and Chief Executives Clinic met on a monthly basis to consider information and progress made and the information contained within the report included all nine of the Key Performance Indicators (KPI's), the supporting measures that were not meeting target and some areas of management information. The tolerance level for each of the measures was also included in the report as previously requested by the Committee. The performance information contained within the report submitted at this meeting related to the period April – December, 2017.

Councillor Hunt referred to paragraph 3.7 of the report and advised Officers of a very interesting meeting the Committee had recently with a number of Social Workers and commented that it would be beneficial for Members to have a full breakdown of the figures similar to that which had been requested by the Operational Commissioning Group but also including how many of the plans were for unborn babies or for children referred on from the Early Help Service. Ms. Patterson advised that she could ensure that a copy of the analysis could be forwarded to the Committee Members once it was complete.

Mr. Newton asked if the increase in the number of children being subject to a child protection plan could be seen as a positive as it could be due to services being more proactive and children benefitting from available support and services. Ms. Ivory advised that meetings had been held and Officers had been informed that from evidence provided they looked to be making the right decisions for the right children in relation to the level of support and intervention they required so some of the increase could be due to children being offered the right level of help at the right times. Ms. Patterson agreed and commented that Early Help Services were now helping to identify levels of need in children and young people much sooner than in previous years and that this would have an impact on numbers.

Ms. Blakey commented that statistics could only tell so much of the story and it was more about ensuring that children were on the most appropriate plan and level of support and asking if they were getting this right for children in the city. With regards to the increase in the numbers of children being subject to plans she asked if this was due to Sunderland doing something better than neighbouring authorities to identify those children or if all authorities were comparing different figures. Ms. Patterson advised that they did meet with colleagues from neighbouring authorities and she had found that where there were spikes in the number of children being referred to the services it seemed to tie in with spikes in their authorities. She advised that child protection plans were not just the decision of Together for Children Officers but would be agreed upon as the right action following involvement from a number of multi agency partners.

Ms. Patterson commented that more could be done to reduce the number of children in the city who were subject to child protection plans but they had to understand the needs of the individual child for being subject to the plan. Officers would continue to work with families to minimise the risk to children and young people and look to keep them in the family home and off a plan where they could; but she assured Members that she would prefer to come to a scrutiny committee and explain the reasons behind an increase in the figures than to allow children in the city to be at risk.

Members having fully considered the report and having no further questions for Officers, it was:-

3. RESOLVED that the information contained within the report in relation to the Together for Children performances be received and noted.

Early Help Update

The Director of Children's Services submitted a report (copy circulated) which provided Members with an update on the Early Help Service since its launch on 1st April, 2017.

(for copy report – see original minutes)

Ms. Karen Davison, Director of Early Help, Together for Children, presented the report advising that the new Early Help Service was established on 1st April, 2017 to replace the previous arrangement which was known as 'Strengthening Families'. It had been recognised that the model had become inefficient and was not working in the way it was originally set up, and the new Early Help service was developed to address this.

Councillor Bell commented that working with children from a younger age could make a real difference and sought the Officers views on the provision of nursery hours for children from two years old. Ms. Davison advised that the take up of the provision in Sunderland was in line with the national average but that they continued to work to increase the numbers as children generally benefited from being in a nursery from a young age.

Ms. Davison went on to comment that there were many advantages to young children having nursery placements as it helped them to begin to socialise and helped professionals identify any delay in development which could then be picked and supported. The aim in Early Help was to work to get more children into nursery placements and they would continue to work with parents to get them to take up these places.

Councillor Hunt referred to a recent meeting with Early Help staff and commented that it had been really positive to hear how enthusiastic the team were and that the barriers in communication and information sharing had improved massively. She advised that there had been concerns around issues for young people with mental health issues and ensuring that the service and resource could support the level of need that there could be. She asked that her thanks be forwarded to the team for the open and honest discussions they had with Members but stated that some of the issues which had been raised, which would be referred to in the report back to the Committee, could be areas for the Scrutiny Committee to add to the work programme for consideration.

Councillor Francis referred to comments from Ofsted around the inconsistencies in the quality of assessment, planning and management and Ms. Davison advised that this was already an area that had been identified for further action. She advised that Ofsted had commented that the quality of self-assessment was very good and for a very new service there would be some members of staff who may take longer than others to adapt to the new ways of working. It was expected that the introduction of

the Liquid Logic system would correct any inconsistencies due to the order of processes that had to be worked through within the system. Management staff would look to work with those members of staff who needed further support and/or training to continue to drive forward the improvements in consistency to the acceptable level.

Members having fully considered the report and having no further questions for Officers, it was:-

4. RESOLVED that the information contained within the report in relation to the Early Help Service be received and noted.

Connexions Update

The Director of Children's Services submitted a report (copy circulated) which provided Members with an update on the Connexions Service.

(for copy report – see original minutes)

Ms. Karen Davison, Director of Early Help, Together for Children, presented the report advising that schools and academies were responsible for students from Year 8 upwards (age 13+) and that they were free to commission their independent careers education, information advice and guidance (CEIAG) from any organisation or agency with appropriately qualified staff, although they were not obliged to purchase this from their local authority.

She explained that the local authority had a statutory duty to provide CEIAG for groups of students considered to be vulnerable and in Sunderland this had been provided historically by the Connexions service. On 1st April, 2017 this duty had passed to Together for Children together with the staff in the Connexions service.

Ms. Blakey asked what the uptake of the service from schools had been like and was advised by Ms. Davison that schools decided on their budgets and service level agreements on a year by year basis. Schools had the ability to buy in for smaller amounts of the service and then look towards funding their own careers service in-house across the mainstream school.

In response to a query from Councillor Francis as to how the service was provided to schools, Ms. Davison advised that if a school bought in to the service then the levels of support and how that service was to be provided would be agreed through a service level agreement. The service was very much being used to concentrate on those pupils who may not be expected to achieve the minimum number of qualifications needed in helping to provide them with a more individual route and supporting them in the right way through their education.

With regards to the level of NEET's (Children not in employment, education or training), Ms. Davison advised that you would never get the number to zero as there would always be pupils who may not be able to engage for their own reasons, such as being ill or young mums for example. The service, supported by the wider Early Help Service, would continue to focus on the numbers of NEET and Not Known population to drive further improvements in this area.

Members having fully considered the report and having no further questions for Officers, it was:-

5. RESOLVED that the information contained within the report in relation to the Together for Children performances be received and noted.

Annual Work Programme 2017/18

The Head of Member Support and Community Partnerships submitted a report (copy circulated) attaching for Members' information, the work programme for the Committee's work being undertaken for the 2017/18 municipal year.

(for copy report – see original minutes)

Mr. Diamond, Scrutiny Officer, presented the report advising that the Chairman had requested that an update on teenage pregnancies be added to the work programme; and it was:-

6. RESOLVED that:-
 - a) The topic of teenage pregnancies be added to the work programme; and
 - b) the information contained within the work programme be received and noted.

Notice of Key Decisions

The Head of Scrutiny and Area Arrangements submitted a report (copy circulated) providing Members with an opportunity to consider those items on the Executive's Notice of Key Decisions for the 28 day period from the 20th February, 2018

(for copy report – see original minutes)

7. RESOLVED that the Notices of Key Decisions be received and noted.

The Chairman then closed the meeting having thanked Members and Officers for their attendance and contributions to the meeting.

(Signed) B. FRANCIS,
Chairman.

CHILDREN, EDUCATION AND SKILLS SCRUTINY COMMITTEE

REPORT OF DIRECTOR OF CHILDREN'S SERVICES TOGETHER FOR CHILDREN PERFORMANCE UPDATE

1. Purpose of the Report

- 1.1 To provide performance information in relation to Together for Children and the commissioning arrangements in the Council, offer assurance over progress and any issues that arise, in the context of the scope of service and performance indicators set out in the service contract.
- 1.2 To provide performance information in relation to the retained services within the Council relating to children and education.

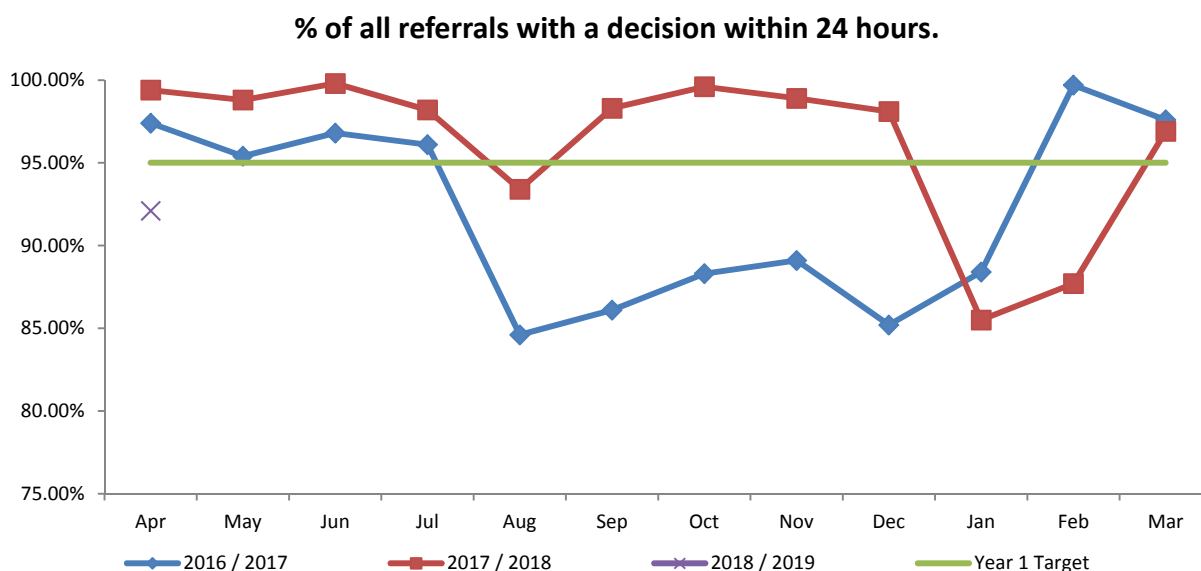
2. Background

- 2.1 The contractual and performance of Together for Children is monitored on a monthly basis through the Operational Commissioning Group and the Chief Executives Performance Clinic.
- 2.2 The performance information relating to retained functions is also monitored on a monthly basis subject to the information being available due to the termly and annual nature of the information through DMT and the Chief Executives Performance Clinic.

3. Current Position

- 3.1 The Operational Commissioning Group, People DMT and Chief Executives Clinic are meeting on a monthly basis to consider information and progress made.
- 3.2 Information contained within this report will include all 9 of the Key Performance Indicators for Together for Children those supporting measures that are not meeting target and some areas of management information. The tolerance levels for each of the measures will be included within the report.
- 3.3 Information on retained services will include key areas of performance for consideration.

3.7 Key Performance Indicator 1 - % of referrals with a decision within 24 hours Tolerance 85 – 100%



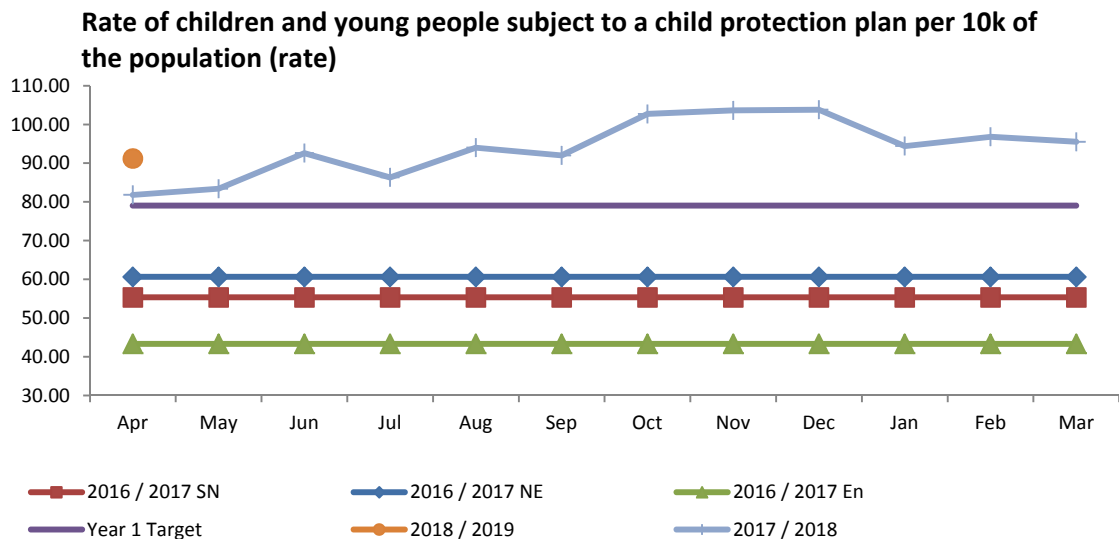
The timeliness of decision making within 24 hours had been maintained above the target of 95% until March 2018, however, this has decreased in April 2018 to 92.1%, below target but within tolerance. There were 29 referrals in April that did not have a decision within 24 hours; delays were attributed to data entry errors, system use errors and referrers not responding to requests for information in a timely way.

This measure is not achieving target at the end of April 2018 of 95%.

3.8 Supporting Measure 1.1 - Rate of Children and Young People subject to Child Protection plan per 10k of the population

Target 79

Tolerance 69 - 89

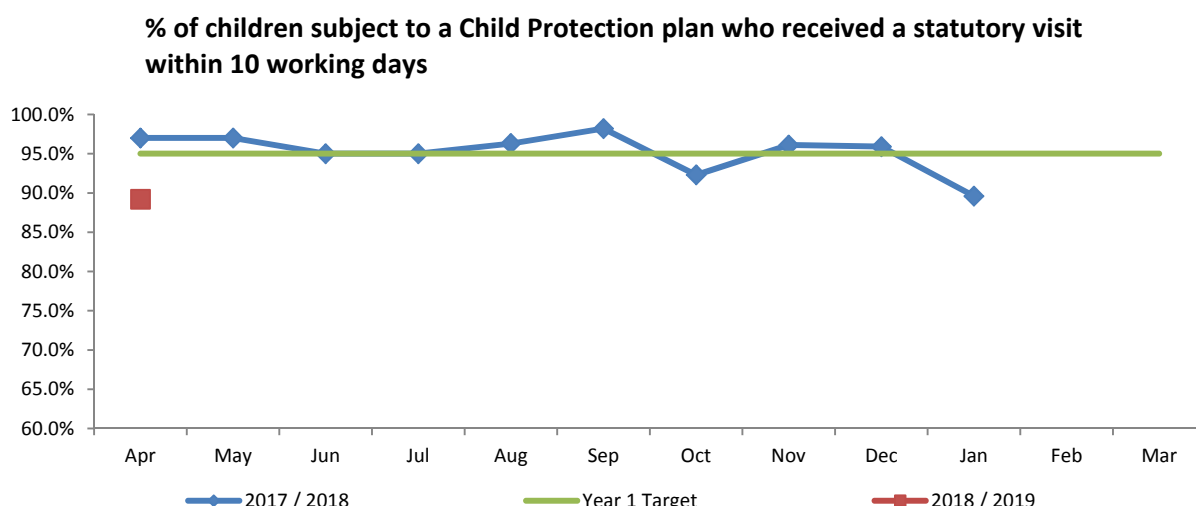


There has been a decrease for the second month in a row to 91.2 in April 2018 since a peak in December 2017 at 103.8. However this rate remains outside of target and tolerance.

The rate reflects the decrease in the number of Children and Young People on a Child Protection Plan from 521 in January 18, to the current position of 495 at the end of April.

This measure is not meeting target and is outside of tolerance range.

3.9 Key Performance Indicator 2 - % of Children and Young People subject to Child Protection plan who received a statutory visit within 10 working days
Target 70%
Tolerance 85 – 100%

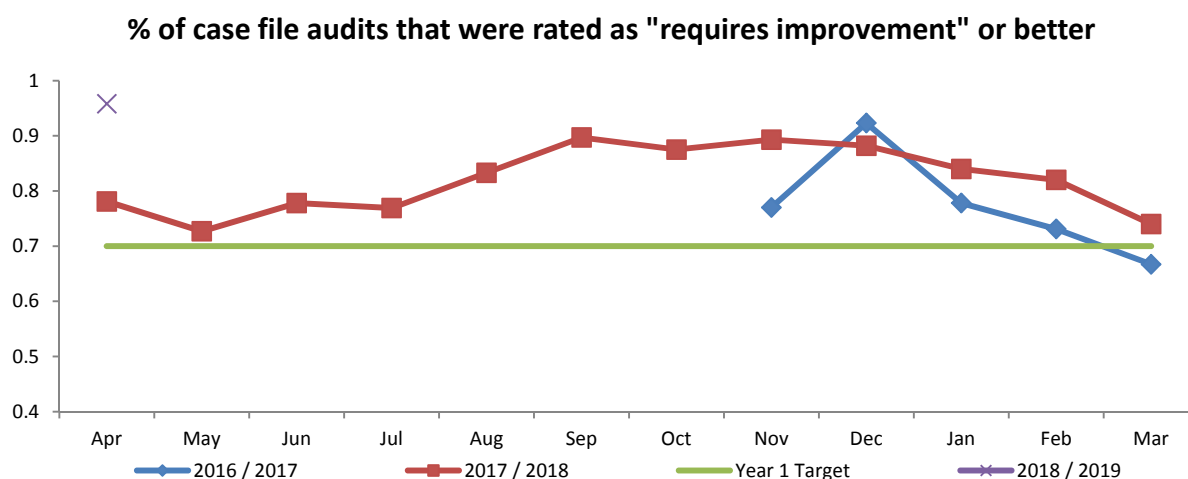


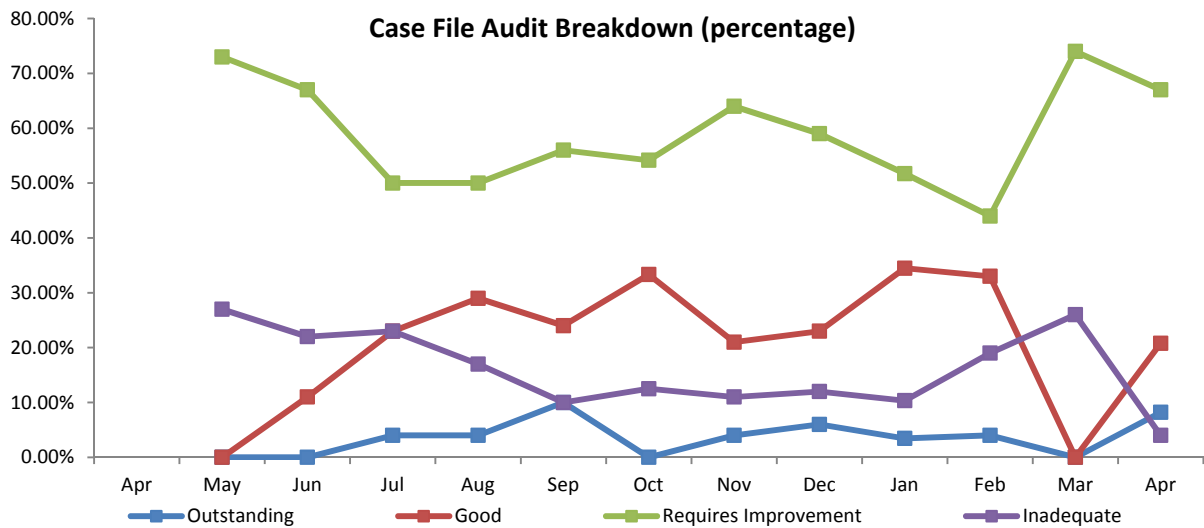
Following implementation of the new case management system Liquid Logic performance information on this measure was available up to 19th January when the Swift system was taken down and has become available at the end of April 2018.

Performance decreased in January as reporting was only available up to 19th January when the Swift system was taken offline. Performance information for April 2018 shows 89.2% of statutory visits were completed within timescales. There were 53 children whose visit was out of timescales. Analysis of visits has not highlighted any specific performance issues linked to individuals or teams.

This measure is achieving below the target of 95% but within tolerance.

3.10 Key Performance Indicator 3 - % of case file audits that were rated as 'requires improvement' or better
Target 70%
Tolerance 60 – 100%





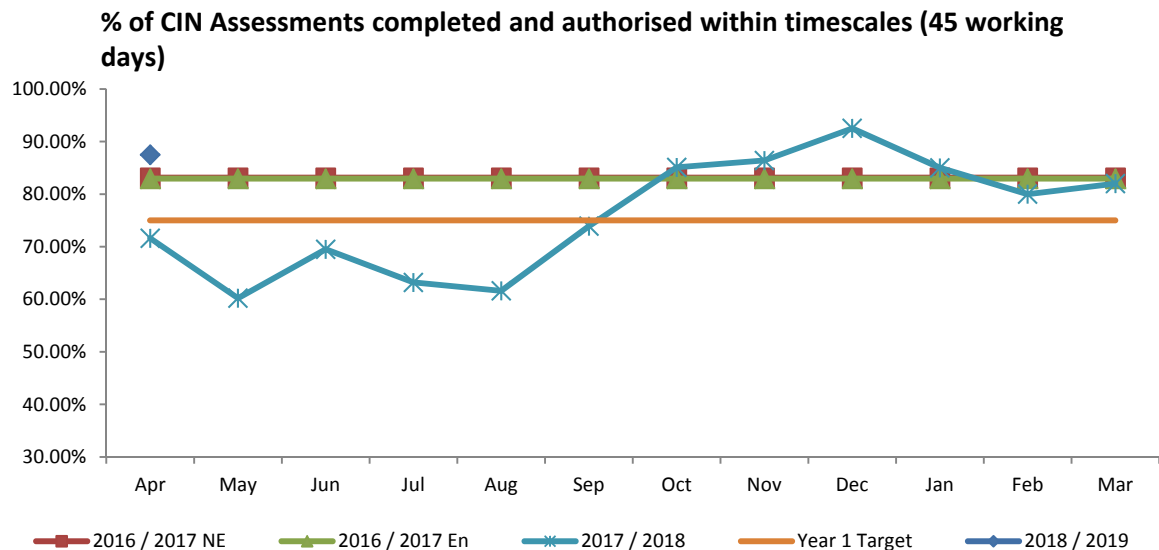
During April 17 – April 18 286 case files audits have been completed across the service of which 242 (84.6%) were rated as requires improvement or better. The latest figures for April 2018 are 24 audits completed, with 2 outstanding, 5 found to be good, 16 requiring improvement and 1 found to be inadequate. The majority of audits completed continue to be in the requires improvement or inadequate bands

In month and year to date performance exceeds the target of 70%.

3.11 Supporting Measure 3.1 - % of Child In Need assessments completed and authorised in timescales within 45 working days

Target 75%

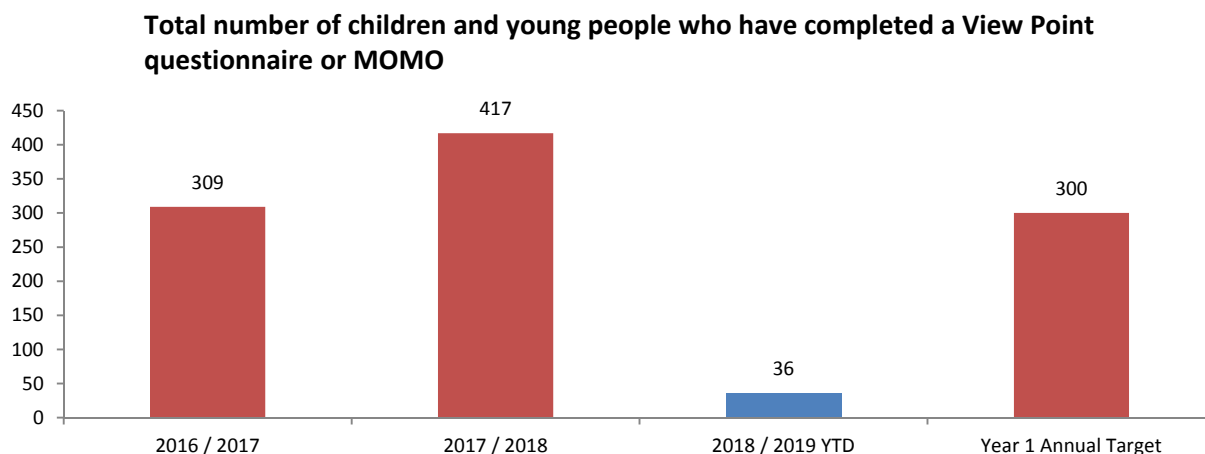
Tolerance 65 – 100%



Child in Need assessments completed in timescales decreased in the periods Jan – March 2018 but remained above the target set. Performance has increased in April 2018 to 87.5% of assessments completed within timescales.

Performance against this measure is exceeding the target of 75%.

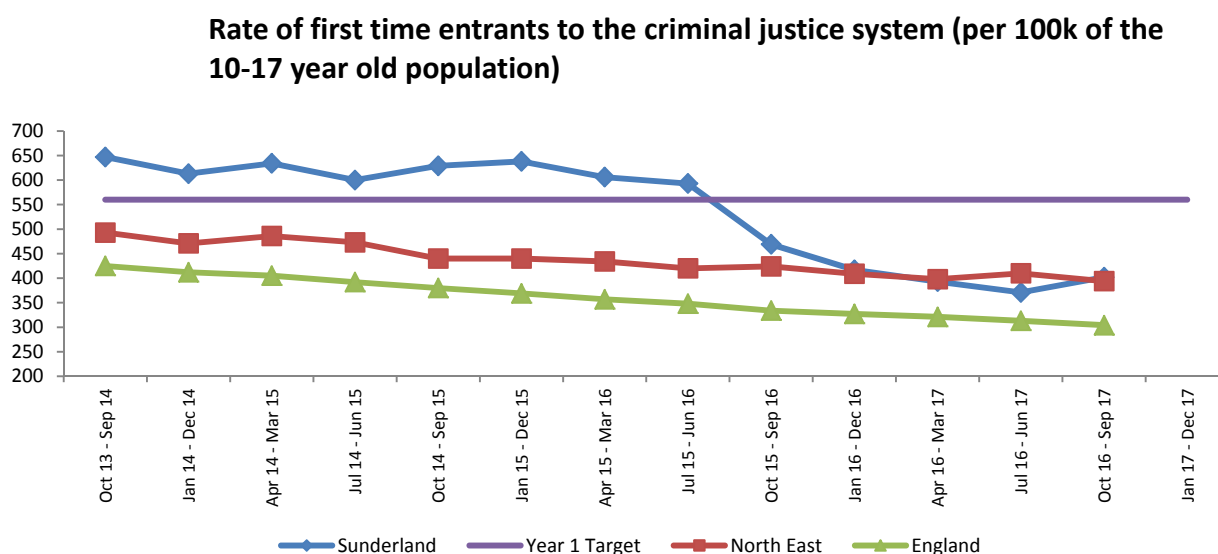
3.12 Supporting Measure 3.2 - Total number of children and young people who have completed a View point or questionnaire or MOMO Target 300



There have been 36 questionnaires completed in April 2018. Given the target is 300 based on current performance it is anticipated the target would be met by year end.

Performance against this measure is on track to meet target.

3.13 Key Performance Indicator 4 - Rate of first time entrants to the criminal justice system (per 100k) of 10-17 population Tolerance 560 Tolerance target +10%

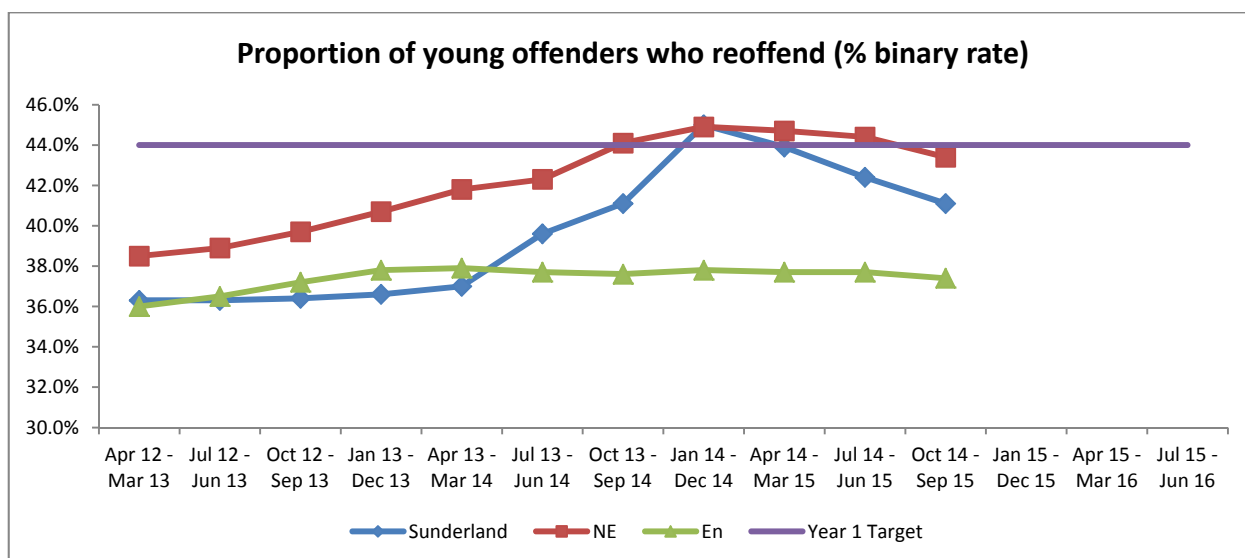


There is a data lag on this metric as the source of the data is the Police National Computer; data reflects the most recent publication as at August 2017

The rate of first time entrants has decreased over the last four reportable quarters up to Sep 2017 with the latest reported figures at 402 per 10k of the 10-17 years population.

Performance in this measure remains ahead of target of 560.

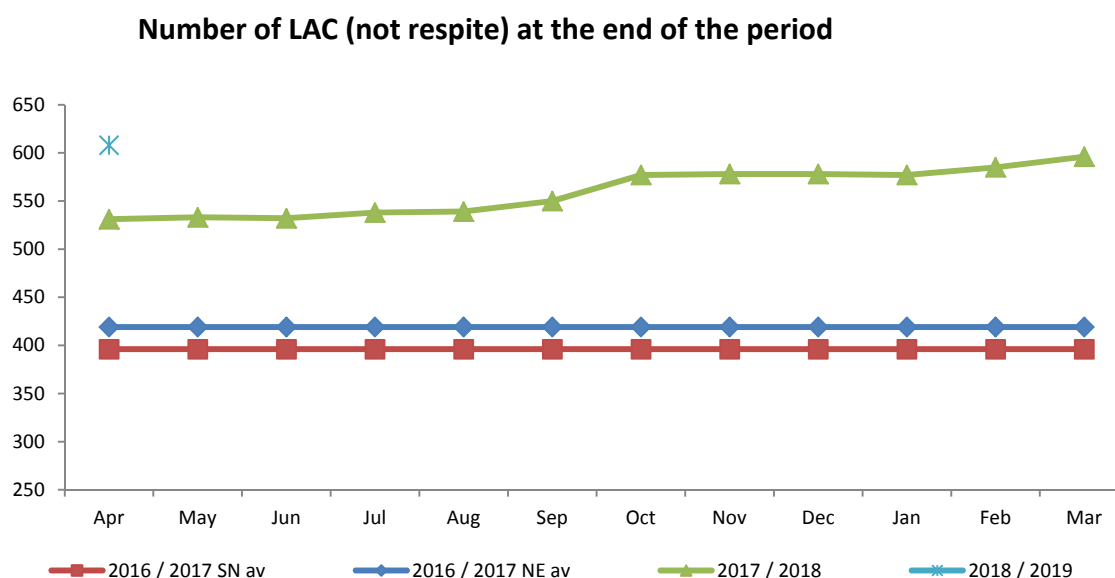
3.14 Supporting Measure 4.1 - Rate of first time entrants to the criminal justice system (per 100k) of 10-17 population
Target 44%
Tolerance target +10%



The methodology for this measure changed December 2017. From December 2017, the Ministry of Justice (MoJ) moved the measure to a 3 month monitoring cohort from an annual cohort. This is a much smaller cohort and will result a likely increase in binary rate of 4 to 5 percentage points. Therefore this is not comparable to previous rates.

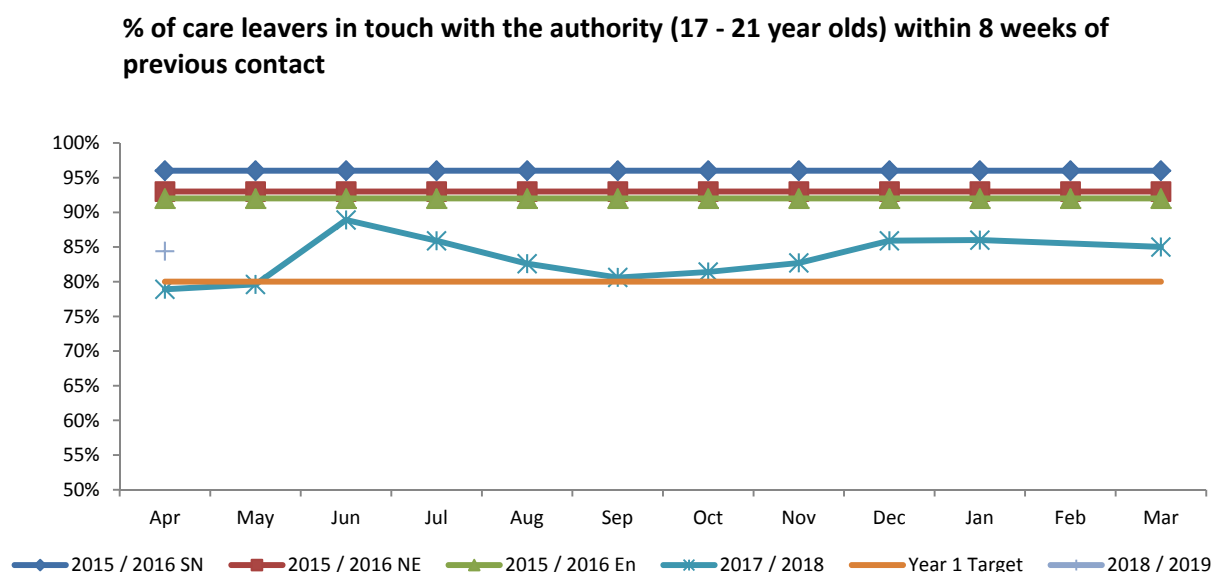
The performance against this measure continues to meet target.

3.15 Management Information 5.19 Rate of Looked After Children at the end of the period
No target or tolerance set



The rate of Looked After Children has continued at the higher rate seen in October. In April 2018 the rate of LAC per 10k of the population was 112.1 which is 608 children. This is the highest it has been since April 2016 and significantly higher than the latest figures available for our usual comparators. As at 31st March 2017 the average rate of Looked After Children for statistical neighbours is 94.3, the average for the North East is 92 and average for England 62.

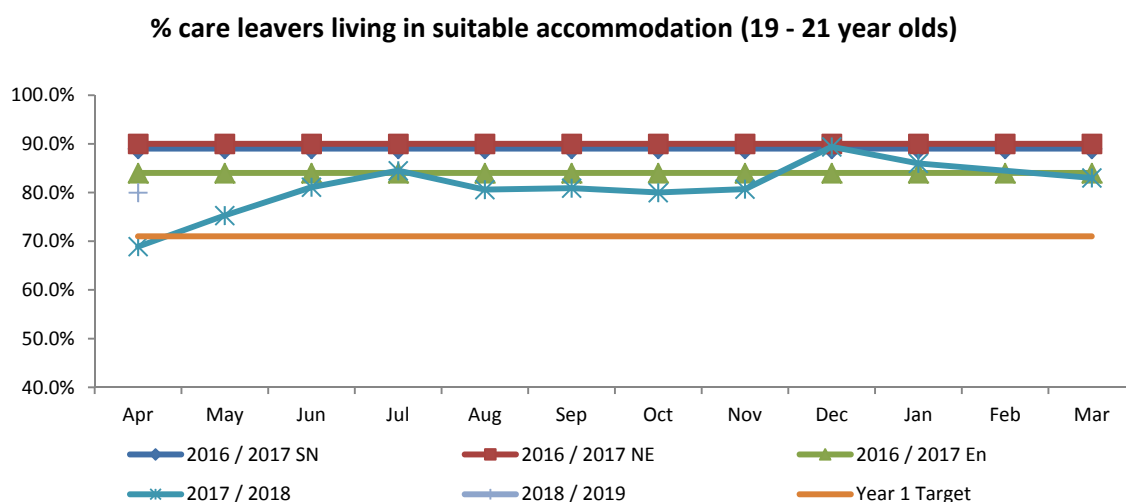
3.16 Key Performance Indicator 6 - % of care leavers in touch with Together for Children within 8 weeks of the previous contact age 17 – 21
Target 80%
Tolerance 72 – 100%



The % of care leavers in touch with Together for Children in January – April 2018 has continued to exceed target and performance in April shows 84.4% of care leavers being in touch within 8 weeks of a previous contact. Whilst comparators are included in the graph within the report, they cannot be directly compared as published information is based upon a contact with Care Leavers within the 'birthday window' whereas TfC contact Care Leavers every 8 weeks which is a much more frequent contact.

Current performance is exceeding target of 80%.

3.17 Supporting Measure 6.2 - % of Care Leavers living in suitable accommodation (19-21 year olds)
Target 71%
Tolerance 70 – 100%

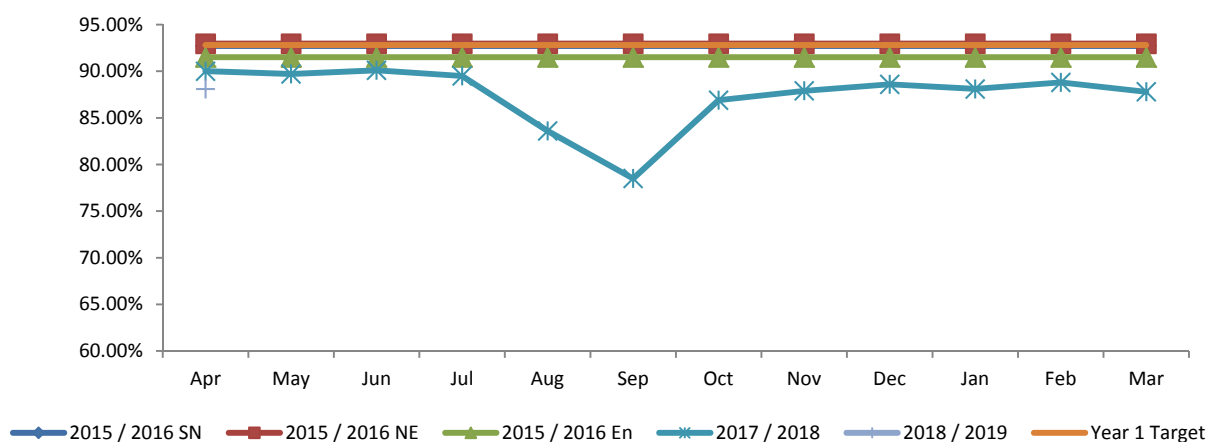


The performance of care leavers in suitable accommodation for the period January 2018 – April 2018 has been maintained above target with April 2018 performance being 80% against a target of 71%.

Performance against this measure continues to exceed target.

3.18 Key Performance Indicator 7 - % of young people who have reached statutory school age (academic year 12 – 13) who are meeting the duty to participate
Target 92.8%
Tolerance 92.3 – 100%

% of young people who have reached statutory school age (Ac Year 12-13) who are meeting the duty to participate in education and training



Cohort	April -18	
	Numbers	Percent
EET	5322	90.1%
NEET	245	4.1%
Unknown	340	5.8%
Meeting Duty	5203	88.1%
Cohort Total	5907	100%

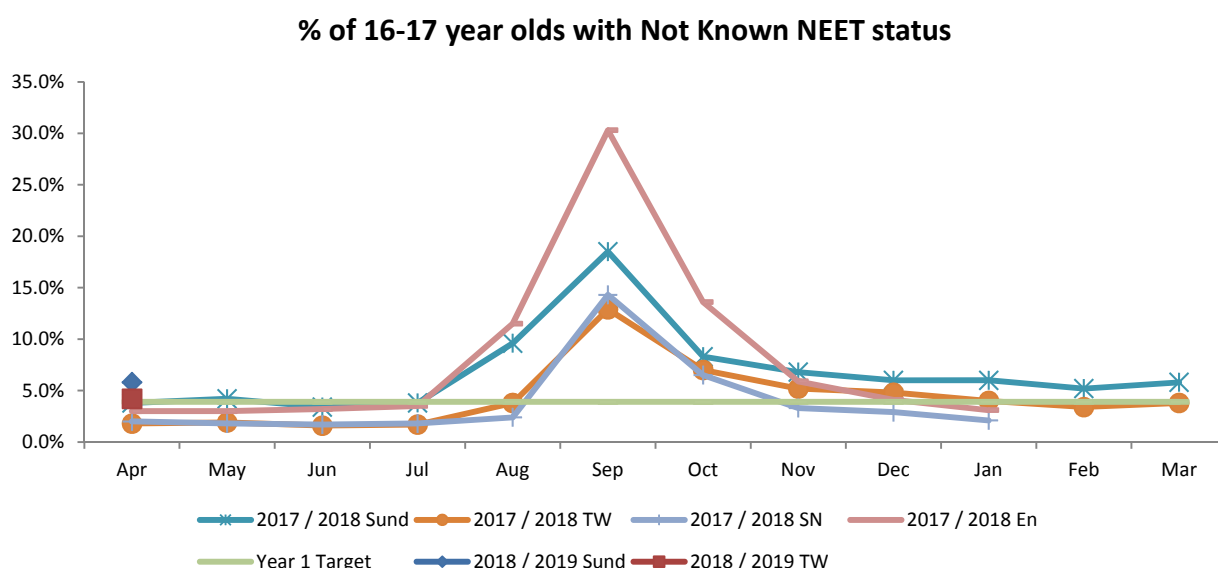
Performance was maintained around 88% for those children and young people meeting the duty to participate and continues at 88.1% (5203 young people) in April 2018. This is below target and outside of tolerance.

The key dates for measurement are November, December and January when students are settled in placement and this period is used nationally to measure performance, during this period performance continued at the current rate.

TfC are reviewing the service offer and have assigned individual wards across the city to focus on individual accountability and improve performance.

Performance against this measure is below target and outside of tolerance range.

3.19 Supporting Measure 7.1 - % of young people who have reached statutory school age (ac yr. 12-13) whose status is unknown
Target 3.9%
Tolerance 0 – 3.9%



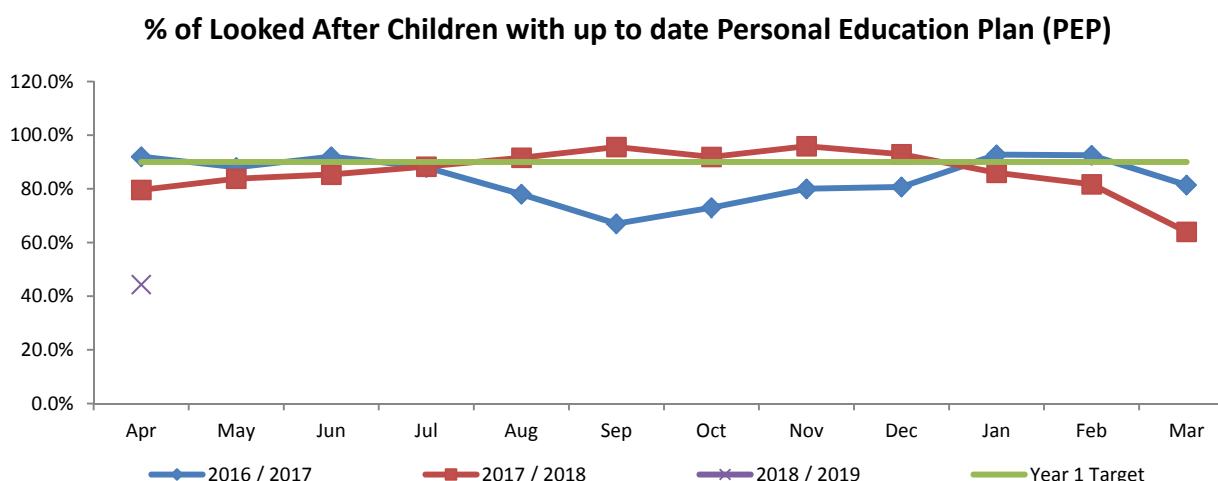
The % of 16-17 year olds with a Not Known NEET status has improved slightly on the position in December at 6% to 5.8% (340 young people) but continues to remain below target and outside of tolerance range.

The key dates for measurement are November, December and January when students are settled in placement and this period is used nationally to measure performance, during this period performance continued at the current rate.

TfC are reviewing the service offer and have assigned individual wards across the city to focus on individual accountability and improve performance.

Performance against this measure is below target and outside of tolerance range.

3.20 Key Performance Indicator 8 - % of Looked After Children with an up to date Personal Education Plan
Target 90%
Tolerance 81 – 100%



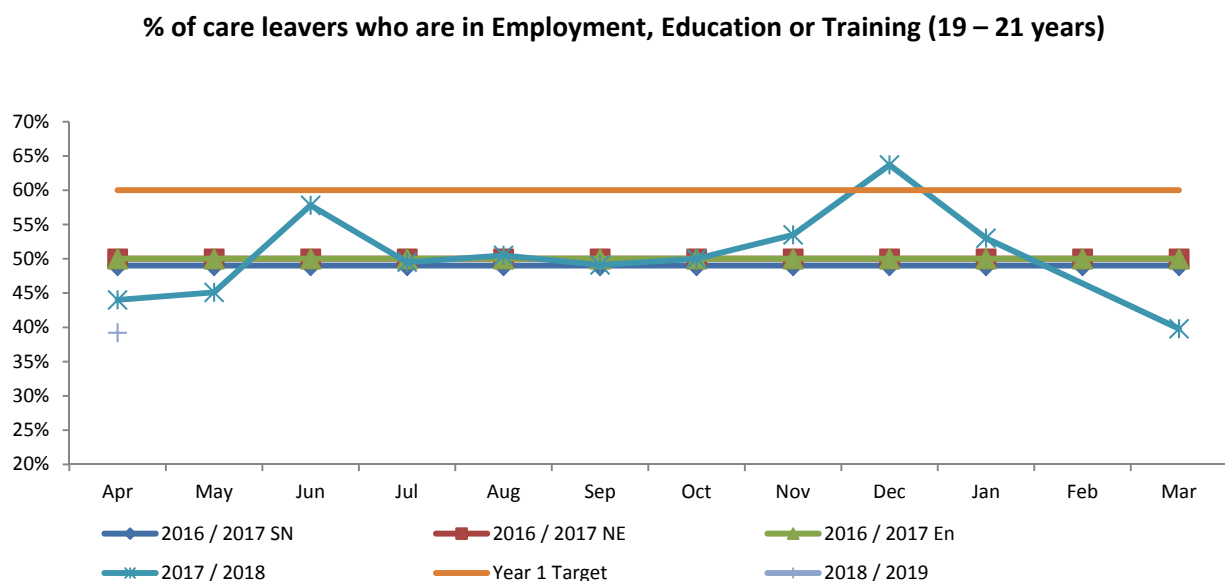
The performance for this indicator has decreased following the implementation of the Liquid Logic case management system. Performance in April is 44.3% of Looked After

Children have an up to date personal education plan, based on performance extracted from the Liquid Logic system.

It has been reported that the Virtual School maintain manual records that report 92% in timescales, however, this information has not been updated onto the system and remains an issue.

The performance against this measure is reported below target and outside of tolerance based on reporting from Liquid Logic.

3.21 Supporting Measure - 8.1 % of care leavers (aged 19-21) who are in Employment, Education or Training
Target 60%
Tolerance 40 – 100%



Performance against this measure has decreased significantly since December 2017 to 39.2% of care leavers being in employment, education and training at the end of April 2018. This performance has fallen below average statistical neighbour (48%), regional (50%) and England (50%) averages.

It is acknowledged that this % will be affected by both the numbers in the cohort which will change each month as well as the performance of being 'in touch' with the young person within 8 weeks.

In April there were:

47 YP confirmed as EET

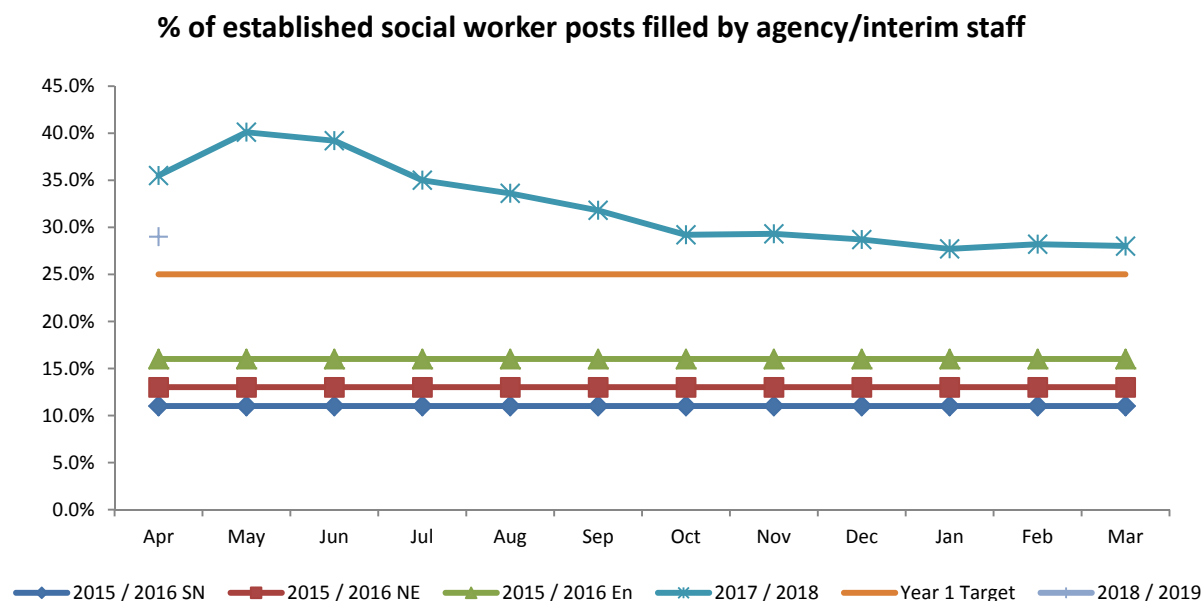
54 YP confirmed as NEET

2 YP with no activity recorded

17 YP who did not have a contact in time and are assumed NEET

Performance against this measure is below target and outside of tolerance.

3.22 Key Performance Indicator 9 - % of established Social Work posts filled by agency/interim staff
Target 25%
Tolerance 25 – 27.5%



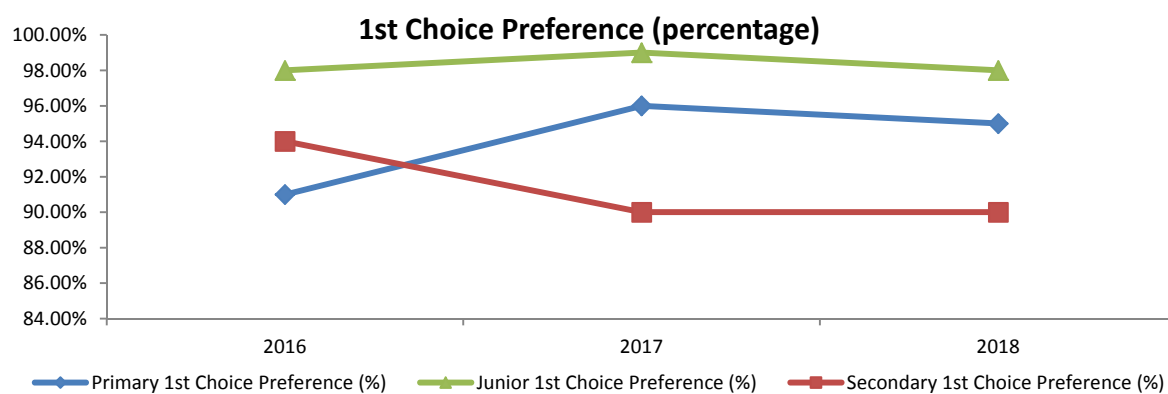
Performance against target has decreased in the 3 months and in April 2018 the rate of permanent posts filled with agency staff has increased to 29%.

The performance report % is based upon a permanent structure of 151.8 full time equivalents social work posts within Children's Safeguarding.

There are live recurring vacancies for Social Workers in Assessment and Locality teams but there are continued issues in the recruitment and retention of social work staff.

This measure remains below target and outside of tolerance.

3.23 Admissions - % of first choice preference achieved



Measure	2016	2017	2018	Target	NE	Eng
Primary 1st Choice Preference (number)	2702	2722	2720	n/a	n/a	n/a
Primary 1st Choice Preference (%)	91.00%	96.00%	95.00%	n/a	94.10%	90.00%
Junior 1st Choice Preference (number)	472	503	514	n/a	n/a	n/a
Junior 1st Choice Preference (%)	98.00%	99.00%	98.00%	n/a	n/a	n/a
Secondary 1st Choice Preference (number)	2495	2501	2694	n/a	n/a	n/a
Secondary 1st Choice Preference (%)	94.00%	90.00%	90.00%	n/a	90.90%	83.50%

In 2018 95% of children achieved the first choice preference of primary school, with 99% achieving 1-3 choice preference. Performance for those achieving first choice of primary has decreased against 2017 but remains above regional and national comparators.

90% of children achieved the first choice of secondary school with 96.3% achieving 1-3 choice preference. Performance has been maintained at 2017 rates and is above national comparators but slightly below regional comparators.

3.24 Electively Home Educated

Measure	Frequency	14/15 Year Total	15/16 Autum n	15/16 Spring	15/16 Summ er	15/16 Year Total	16/17 Autum n	16/17 Spring	16/17 Summ er	16/17 Year Total	17/18 Autum n	17/18 Spring	17/18 Summ er	17/18 Year Total
Number of new EHE	Termly	44	17	8	13	38	27	27	21	75	39	38		77
Number of new Year 11 EHE	Termly	14	4	4	0	8	10	6	0	16	16	7		23
Total Number of EHE in Period	Yearly	85				88				144				

Elective Home Education numbers are not published as they are not required in a LA OFSTED, as all the LA is required to demonstrate it has a policy and procedures in place to advise support and guide EHE families, performance is monitored and families supported.

There has been an increase in the number of children electively home educated in 2017/18 with 2 terms now exceeding the full year of 2016/17.

The number of children known to be home educated in Sunderland has increased over the last two years. This is in line with national and regional trends. There is a high level of mobility of children who are home educated. Some may only be on the EHE List for a few weeks. This may be because their parents choose to home educate short term e.g. if planning to move from the city or whilst awaiting an offer of a place at their preferred school, especially where children are either Reception age or Year 6. Alternatively this may be because home education is not deemed suitable following contact with the Local Authority and the children are returned to school.

In response to this increased number of children being home educated 161 children have been recorded as EHE at some point during this academic year compared to 137 in the previous academic year and the variety of different circumstances that pupils and parents present, there has been a renewed focus on engaging with families earlier and to ensure families have access to information, learning materials and support and advice that they may need.

4. Assurance and Improvement Activity

4.1 % of referrals with a decision within 24 hours

- All contacts relating to referrals were triaged prior to management authorisation of the referral to ensure there were no immediate safeguarding risks and management of risk identified.
- Those where the decision is made out of 24 hours are reviewed and reasons understood and to take action as required
- Process maps and housekeeping guidance is being developed and issued regarding the use of the system to reduce and remove data entry errors
- Partnership working to improve the provision of timely information by partners to support decision making.

4.2 Rate of children and young people subject to a CP Plan

- An audit was undertaken of those cases who became subject to a CP plan over an agreed period, findings informed practice, provision of service and improvement activity
- Child in Need assessment activity supported by a Neglect Toolkit which was launched in Nov 2017 by the SSCB.
- A training programme for the wider children's workforce on neglect and the use of the Toolkit is underway. 34 multi-agency practitioners attended the most recent session, which was positively received.
- Plan to deliver 'train the trainer' sessions and roll the training out to the wider workforce as well as developing other toolkits, for example for domestic abuse, CSE, or mental health.
- Development of crisis intervention service. The analysis of CP plans has provided further evidence of the need to provide intensive support to families with complex needs where children are on the edge of care.
- Development of Pause programme to provide, bespoke, specialist interventions for women who have repeat removals of children from their care to support them to develop new skills and responses that would break the cycle and reduce the risks.
- Improve co-ordinate approach to achieve goals outlined in the child protection plan to improve the outcomes for children and families safely within a shorter period of time.

4.3 % of statutory CP visits completed within timescales

- Review each month the reason the visit not completed within timescales and how long out of timescales the visit has been completed to inform learning and understand potential risks to be managed.
- Obtain assurance from these reviews that the visits (unannounced) are being attempted within timescales but are failed due to the family not being present.
- Appropriately progress the case where the family are not engaging with visits or plan.
- Improve data recording issues with the use of data quality reports.
- Ensure visit compliance is not a performance issue linked with individuals or teams

4.4 Number/Rate of Looked After Children

- An audit was undertaken of those cases who became Looked After over an agree period to inform practice, provision of service and improvement activity.
- Development of crisis intervention service. The service will work intensively with families where there is a high risk of children becoming looked after, particularly children subject to CP plans where there are multiple risk factors and complex family dynamics. This approach would use evidence-based interventions tailored to a family's specific circumstances to address problems including domestic violence, parental substance misuse and poor physical and mental health.
- Exploring the use of short-notice legal gateway meetings to ensure legal advice and direction is clearly recorded and shared with Service Managers to facilitate robust

gatekeeping of children and young people becoming or at risk of becoming Looked After.

- Development of Pause programme to provide, bespoke, specialist interventions for women who have repeat removals of children from their care to support them to develop new skills and responses that would break the cycle and reduce the risks.
- Working with the CCG to ensure that discharge plans for children detained under the Mental Health Act support children to be safely rehabilitated home, wherever possible.

4.5 % of young people meeting the 'Duty to Participate'

- Service review to refocus provision.
- Clear and defined allocation on a ward basis in order to focus on NEET and Unknown young people and ensure defined responsibility.

4.6 % of young people whose status is unknown

- Service review to refocus provision.
- Clear and defined allocation on a ward basis in order to focus on NEET and Unknown young people and ensure defined responsibility.

4.7 % of Care Leavers who are in employment, education or training

- Understanding of cohort in terms of who is actually NEET.
- Ensure contacts are in time so the activity can be recognised
- Managers in Next Steps working closely with the ELEET team to improve compliance, including regular performance monitoring meetings and a worker level tracker.
- This measure differs from the DFE measure which is within the birthday window so is not directly comparable

5. Future Developments

5.1 After the first year of operation a full review of the operational commissioning group and the key performance indicators was undertaken.

5.2 Revisions have been made and finalised with TfC, to the Key Performance Indicators and Supporting Measures contained within the contract as well as setting appropriately challenging targets for 2018/19. This was completed in partnership with Senior Managers within the Council, TfC and Elected Members.

5.3 This dataset will be reviewed further throughout the year to consider how this can be enhanced and include qualitative measures that add value and enhance the current dataset.

5.4 Quarterly information will be received by the Operational Commissioning Group regarding audits and complaints to themes and trends and will be enhanced with independent audits of case files.

6. Recommendations

6.1 The Scrutiny Committee is asked to consider and comment on the performance to date.

7. Background Papers

Guide to Governance and Contractual Arrangements

CHILDREN EDUCATION AND SKILLS SCRUTINY COMMITTEE
5 JULY 2018

COMPLIMENTS, COMPLAINTS AND FEEDBACK

REPORT OF THE DIRECTOR OF QUALITY AND PERFORMANCE

1. PURPOSE OF THE REPORT

- 1.1 To provide the Committee with information regarding compliments, complaints and feedback received by Together for Children.

2. BACKGROUND

- 2.1 Together for Children is committed to listening to those who use its services, and learning from compliments, complaints and feedback in order to improve those services.
- 2.3 This report presents an overview of complaints and feedback received by the council for quarters October 2017- March 2018.

3. CURRENT POSITION

- 3.1 Further reports will be presented to Scrutiny Committee on a quarterly basis. This will ensure Members are provided with the most current information available, to allow for the monitoring of themes and trends in a timely manner.

4 RECOMMENDATION

- 4.1 The Scrutiny Committee is recommended to consider and comment on the information provided regarding compliments, complaints and feedback received.

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TOGETHER FOR CHILDREN

COMPLAINTS – QUARTERLY REPORT

QUARTER THREE AND QUARTER FOUR – OCTOBER 2017 – MARCH 2018.

1. Purpose

- 1.1. The purpose of this report is to provide information relating to all complaints and compliments received in quarters three and four which covers the period October 2017 to March 2018.

2. Complaints Process

- 2.1. The Complaints Process for Statutory Children's Services follows the statutory guidance. This is a 3 stage process as follows:

- Stage One – the initial stage of the process is investigated by the appropriate Team Manager. The service must respond within 10 working days, however an extension up to 20 working days can be requested for more complex cases.
- Stage Two – on receipt of the response to their stage one complaint, complainants have 20 working days to progress their complaint to stage two if they are unhappy with the initial outcome. At this stage, the complaint is dealt with by an independent investigating officer and can take up to 65 working days to complete.
- Stage Three – if the complainant remains unhappy with the outcome of the stage two complaint, they have 20 working days to progress their complaint to stage three. At stage three, a review panel will be appointed to investigate the complaint. This will consist of three independent people who will make recommendations to the Director of Social Care.

- 2.2. If the Complainant remains unhappy, they can raise their complaint with the Local Government Ombudsman.

- 2.3. Any complaints that do not relate to Statutory Children's Services, are handled under the Corporate Complaints Procedure, which is a one stage process, allowing 15 working days to complete the investigation.

3. Complaints Received

- 3.1. The table below shows the number of complaints received across each stage of the complaints process:

Complaint Stage	No Received – Q1 (Apr – Jun)	No Received – Q2 (Jul – Sep)	No Received – Q3 (Oct – Dec)	No Received – Q4 (Jan-Mar)
Stage One	35	44	45	53
Stage Two	6	5	2	1
Stage Three	4	1	2	3
Corporate (Non Statutory)	0	4	2	1
Total	45	54	51	58

- 3.2. In quarter three and four, there were 98 stage one complaints received. In total the number of stage one complaints received in the year was 177 compared with 183 in 2016/17 which shows a 3.3% decrease.

- 3.3. Two stage two complaints were received in quarter three and only one stage two complaint was received in quarter four. In total the number of stage two complaints received in the year was 14 compared with 21 in 2016/17 which shows a decrease of 33%.

3.4. Overall the number of stage three complaints received in the year was 10 compared with two in 2016/17. This shows a significant increase however the stage three complaints are predominantly historic and relate to the period from when Children's Services was judged inadequate by Ofsted. The complaints are highly complex and have many elements to investigate.

3.5. The table below shows the number of stage one complaints received by service area or team.

Service Area / Team	Number of Stage One Complaints Received				
	Q1	Q2	Q3	Q4	Total
ICRT / Assessment Teams	6	8	14	17	45
Emergency Duty Team (Out of Hours)	0	0	0	0	0
Child Protection Locality Teams	16	19	19	26	80
Looked After Children / Permanence Teams	1	2	3	4	10
Next Steps	0	12	4	1	17
Independent Reviewing Officer (IRO) Teams	2	0	2	0	4
Children's Homes	0	0	0	0	0
Children with Disabilities	4	1	3	5	13
Project Team	0	1	0	0	1
Support to Independence	0	1	0	0	1
Fostering	1	0	0	0	1
Adoption	2	0	0	0	2
ECHP	3	0	0	0	3
Total	35	44	45	53	177

3.6. The highest numbers of complaints received in quarter three and four and overall in the year relate to child protection locality teams. This is expected due to the nature of work carried out within this service as it is the largest service area covering four locality areas through 11 teams. The second-highest complaints received in both quarter three and quarter four and overall in the year relate to the Integrated Contact and Referral Team and Assessment Team. Further review into this increase could identify if improvement actions are required at the front door in order to reduce the likelihood future complaints

Themes

3.7. The main themes of the complaints received in each quarter are shown in the table below:

Quarter One	Quarter Two	Quarter Three	Quarter Four
Top Three: <ul style="list-style-type: none"> • Staff actions/ attitude • Lack of communication and contact • Lack of action in relation to contact Other: <ul style="list-style-type: none"> • Lack of support completing forms • Cancellations of appointments • Incorrect data • Late arrival at appointments • Unhappy with procedures followed • Inaccuracies of reports. 	Top Three: <ul style="list-style-type: none"> • Actions taken / not taken by staff • Lack of communication • Staff attitude Other: <ul style="list-style-type: none"> • Dissatisfaction with recorded information / incorrect information • Contact issues • Lack of payment / funding 	Top Three: <ul style="list-style-type: none"> • Actions and attitude of staff • SW behaviour and communication • Contact Arrangements Other: <ul style="list-style-type: none"> • Lack of action taken • Incorrect information • Lack of support in assessments • Inappropriate comments/information • Placement unsuitable • Clothing allowance • Cancellation of app • Payments • Not receiving docs 	Top Three: <ul style="list-style-type: none"> • Attitude/actions of SW • Lack of/incorrect information • Poor communication /missed appointments Other: <ul style="list-style-type: none"> • Delay in case closure/case progression issues/lack of action after referral • Lack of support/false promises • Monitoring visits • Contact issues • Unfair treatment • Social worker turnover • Dissatisfaction with outcome or lack of grounds to invoke plan • Clothing issue

- 3.8. Across all quarters the majority of complaints relate to attitude and behaviour of staff. In addition poor communication and lack of information is also a re-occurring theme.
- 3.9. To reduce the number of complaints relating to staff actions and attitude, TfC are striving towards having a more stable workforce across all teams in social care. This in turn will increase the likelihood of strong and trusting relationships to develop between families and their worker. TfC is monitored monthly against a key performance indicator to reduce the number of agency staff; significant improvement has been made from April 2017 to date.
- 3.10. It is recommended that the top three themes are reviewed by senior management to identify if there are areas for improvement or if complaints relate to the same teams.

Timeliness of Response

- 3.11. The response time to stage one complaints increased in quarter four from 54% to 61%. Overall timeliness for 2017/18 is 57% compared with 32% in 2016/17. Despite a dip in quarter three, the response time to complaints is improving.

Complaint Stage	% within Timescale Q1	% within Timescale Q2	% within Timescale Q3	% within Timescale Q4	Direction of Travel
Stage 1 Complaints (Timescale 10-20 working days)	43%	66% Increase from Q1	54% Decreased from Q2	61% Increase from Q3	↗

- 3.12. In response to the dip in performance in quarter three, team managers received training to improve the quality of stage one complaint letters in attempts to reduce the amount of complaints progressing to stage two.

Complaint Outcomes

- 3.13. The outcomes of the complaints that were completed across the 4 quarters are shown below. The numbers completed do not equate to the number received, as there were complaints open at the start of the period covered (which were received in previous quarters) and some complaints received within the 4 quarters covered that are due to be completed in 2018/2019.

Complaint Stage	Number of Complaint Elements								Total
	Upheld		Partially Upheld		Not Upheld		Unsubstantiated/ Withdrawn		
Quarter One	No	%	No	%	No	%	No	%	
Stage One	4	11%	13	35%	17	46%	3	8%	37
Stage Two	10	37%	7	26%	7	26%	3	11%	27
Stage Three	17	33%	5	10%	14	27%	15	30%	51
All Stages	31	27%	25	22%	38	33%	21	18%	115
Quarter Two	No	%	No	%	No	%	No	%	Total
Stage One	2	5%	15	33%	25	57%	2	5%	44
Stage Two	11	26%	9	21%	18	43%	4	10%	42
Stage Three	5	50%	0	0%	4	40%	1	10%	10
All Stages	18	19%	24	25%	47	49%	7	7%	96
Quarter Three	No	%	No	%	No	%	No	%	Total
Stage One	2	4%	21	44%	23	48%	2	4%	48
Stage Two	5	17%	2	7%	22	76%	0	0%	29
Stage Three	1	7%	1	7%	10	66%	3	20%	15
All Stages	8	9%	24	26%	55	60%	5	5%	92
Quarter Four	No	%	No	%	No	%	No	%	Total
Stage One	4	10%	22	52%	15	36%	1	2%	42
Stage Two	10	18%	14	25%	28	50%	4	7%	56
Stage Three	11	36%	3	10%	14	47%	2	7%	30

All Stages	25	20%	39	30%	57	45%	7	5%	128
Overall	82	19%	112	26%	197	46%	40	9%	431

- 3.14. In Quarter three 65% of all complaint elements were not upheld or unsubstantiated/withdrawn. 24% were partially upheld leaving 9% of complaints elements upheld. While in quarter four 50% of all complaints elements were not upheld or unsubstantiated/withdrawn. 30% were partially upheld leaving 20% of complaints elements upheld.
- 3.15. Overall across the year, 55% of complaint elements were either not upheld or unsubstantiated/withdrawn. 26% were partially upheld and 19% were upheld.

Number of Complaints by Young People

- 3.16. The table below shows the number of complaints from young people concluded in 2017/2018 across each stage of the complaints process:

Complaint Stage	No Concluded
Stage One	20
Stage Two	5
Stage Three	1
Total	26

- 3.17. 11 of the 20 stage one complaints made by young people (or their advocates) in 2017/2018 were submitted by one complainant, his sister and a friend of which none were fully upheld. This equates to 55% of all stage one complaints made by young people and their advocates.

Pre-Complaints

- 3.18. Pre-complaints are where issues and/or concerns presented by individuals are dealt with through informal resolution. Whilst customers are provided with information about the complaints process and their rights to complain, we aim to achieve informal resolution where appropriate and when in the best interests of customers. The table below shows the pre-complaint data for each quarter:

Pre-Complaints	Q1	Q2	Q3	Q4	Total
Number received of Pre-complaints	12	21	22	25	80
Progressed to Stage 1	0	0	1	2	3

- 3.19. Across all quarters the number of stage 1 complaints received was 177; the total number of pre-complaints in the same period was 80. Through responding to issues or concerns at the outset, we have helped our customers to receive satisfactory resolutions informally with just three progressing to a formal stage one complaint.

Ombudsman Referrals

- 3.20. Six complaints were highlighted to the customer feedback team from the Local Government Ombudsman in 2017/18; no further action has been taken with regards to five of the referrals, the sixth referral is still in the process of being considered by the LGO.

Lessons Learned

- 3.21. An action plan has been developed by the Customer Feedback Team which includes actions and recommendations from stage two investigations and stage three panels. The action plan is closely monitored by the team. Reminders are sent to managers with responsibility for the recommendations each month and reported in performance clinics to ensure that the learning is shared across the whole service.
- 3.22. In quarter three and four the following learning is being applied:
- Clearly explaining social workers roles to ensure there is no gap between client expectation and what is achievable.
 - Contact with children's other family members to be considered, promoted and supported.
 - Providing written clarity to children about the precise purpose and function of contact arrangements.

- Strengthening check lists/audit forms for Conference Chairs so the roles of attendees are always clarified at the outset of conferences.
 - Improving the promotion of advocates to assist parents attending Child Protection Conferences.
 - Raising the profile of information governance policies including the restrictions on information that can be supplied to extended families under Subject Access Requests.
 - Further strengthening the pathway planning process to take full account of children's opinions.
 - Improving recording on case notes to reflect all forms of communication.
 - Promotion of Life Story Work and recording evidence.
 - Work with parents (especially fathers) to be enhanced so they are fully listened to and remain engaged in the assessment process.
 - Consider how feedback is given to parents following use of tools in direct work with children and young people.
 - Work with practitioners to provide sufficient evidence as to why they have reached their hypothesis within the assessment process.
 - Review the Mental Health training module so that PTSD areas are adequately covered.
 - Consider how the process for updating parents and carers on the outcome of Section 47 investigations can be enhanced.
 - Timely submission of reports to allow parents and carers sufficient time to read and understand prior to ICPC.
- 3.23. A number of lessons have already been taken on board following the stage two and three complaints within the last two quarters; these include:
- The new Liquid Logic recording system is now in place and will ensure a more robust monitoring system.
 - Before any assessment is undertaken, parents and carers are provided with an information pack. This is shared at the initial visit and clearly describes their role and responsibilities.
 - Information to parents and carers regarding advocacy was revised and social workers were reminded to discuss the role of an advocate during their intervention with families, particularly at the Initial Child Protection Case Conference stage.
 - The LADO service has reviewed its minute taking process.

Compliments

- 3.24. It is important to recognise positive feedback to inform service developments and best practice. 95 compliments were received in quarter three and four and a total of 144 compliments received across 2017/2018 compared with 40 in 2016/17.

Team	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
Adoption	1	2	3	2	8
Anti-Bullying Team	0	0	1	0	1
Assessment Team	4	2	6	7	19
Business Support	0	0	0	1	1
Fostering	0	0	5	3	8
Children's Homes	4	15	4	2	25
Complaints Team	1	0	3	0	4
CP Coalfields 1	3	0	1	1	5
CP Coalfields 2	0	0	1	0	1
CP East 1	0	1	2	0	3
CP East 2	0	1	2	0	3
CP North 1	1	0	3	1	5
CP North 2	0	0	1	0	1
CP South & East	0	0	0	1	1
CP Washington 1	0	0	1	1	2
CP Washington 2	0	0	0	1	1
CP West 1	1	0	1	3	5
CP West 2	5	1	1	2	9

Team	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
CP West 3	0	0	0	1	1
Early Help	0	0	0	3	3
IRO	0	2	10	8	20
LAC and Permanence Team 2	0	0	0	1	1
Legal	0	1	0	0	1
Next Steps	0	0	2	8	10
Participation Team	0	1	1	0	2
Performance Team	0	0	1	0	1
Youth Offending Team	0	0	1	1	2
Other	0	0	0	1	1
Total	20	26	50	45	144

3.25. The majority of compliments received to date are for Children's Homes and the IRO service across the four quarters. Below are some examples of compliments received in the last quarter.

Assessment Team:

'I am writing this email to provide you with some positive feedback for a member of your team, Lauren Fox. She came into my school unexpectedly yesterday to deal with a concern about a child we had. She was the duty social worker this day. From the moment she arrived she was professional, proactive and courteous. She immediately listened to the schools concerns and took immediate action. Her manner when speaking to the child in question was extremely appropriate. The little boy immediately felt at ease and was able to talk more about his feelings. This is not something this child would usually do and I feel this was solely down to Lauren's manner and ability to get down to the child's level and speak clearly and calmly.

Likewise when she invited the parent to come into school to continue her assessment she knew exactly how to manage this mother. She made Mum feel listened to and involved in the process and continually sympathised with her whilst also ensuring she was aware of what was happening. She reiterated her role was to support. She has continued to communicate with me today in relationship to this case and is 100% committed to helping this family. Lauren is a credit to together for children'.

Adoption

'We'd like to thank you most sincerely, for all of the help you've given us since starting the adoption process. From the very beginning and throughout you have made us feel supported and put us at ease. What could have been a stressful time; you have made it enjoyable and helped us to be fully prepared for panel. We have gained essential knowledge of what it takes to become excellent adopters. We especially appreciate all of the time you've taken to keep us updated and you carry on doing so. You have remained professional yet made yourself approachable and we feel we can contact you any time if needed.

IRO Service

'Everyone involved with the CPP has been so supportive and helped change mine and my sons lives with respect to recognising domestic violence and any risks posed to either myself or my son'.

ANNUAL WORK PROGRAMME 2018/19

REPORT OF THE HEAD OF MEMBER SUPPORT AND COMMUNITY PARTNERSHIPS

1. Purpose of the Report

- 1.1 The purpose of the report is to consider and agree a work programme for the Committee for the municipal year 2018/19.

2. Background

- 2.1 The work programme is designed to set out the key issues to be addressed by the Committee during the year and provide it with a timetable of work. The Committee itself is responsible for setting its own work programme, subject to the coordinating role of the Scrutiny Coordinating Committee.
- 2.2 To be most effective, the work programme should provide a basis and framework for the work of the Committee, while retaining sufficient flexibility to respond to any important issues that emerge during the course of the year. The work programme is therefore intended to be a working document that the Committee can develop and refer to throughout the year.
- 2.3 In order to ensure that the Committee is able to undertake all of its business and respond to emerging issues, there will be scope for additional meetings or visits not detailed in the work programme.
- 2.4 The remit of the Children, Education and Skills Scrutiny Committee covers the following:-
- To review and scrutinise any matter relating to the service performance and commissioning for children, young people and their families including Safeguarding and Child Protection, Family Support and Children's Social Care, Corporate Parenting, Educational Attainment and Skills, Relationship with Schools and Youth Services.*
- 2.5 The work programme should reflect the remit of the Committee and the need to balance its responsibility for undertaking scrutiny, performance management and policy review (where necessary). The work programme should also reflect and be aligned to the key priorities of the Council as set out in documents such as the Sunderland Strategy and Corporate Plan.

3. Draft Work Programme 2018/19

- 3.1 The Committee is asked to consider the issues it wishes to address in the year ahead. A draft Committee Work Programme based on some of the key issues facing the Council and raised during the Scrutiny Workshop held on 12 June 2018

is attached marked Appendix 1. This will hopefully provide a useful framework for developing the work programme for the year.

The table below provides details of the issues considered for inclusion in the work programme:-

Regular Work Programme Items	
Children Education and Skills Scrutiny Committee Work Programme (Monthly)	To receive the committee's work programme outlining future meetings of the committee and the items scheduled for those meetings.
28 Day Notice of Key Decisions (Monthly)	To consider the Council's 28 Day Notice of Key Decisions.
Single Item (Items to be scheduled when dates known)	
Theme: Governance	
TfC Business Plan	To consider and review the TfC Business Plan
Ofsted Feedback	To consider the outcome recent Ofsted Inspection report
Ofsted Improvement Plan & Monitoring	To monitor the progress being made in relation to improvements contained in the Ofsted report
Performance Monitoring & Complaints	To monitor and review a range of key indicators relating to the performance of TfC as part of its governance structure
Theme: Safeguarding Children	
Local Authority Designated Officer (LADO) & Independent Review Officer (IRO) Annual Reports	To consider and comment on the performance of the LADO and IRS services for the period 2017/18
Corporate Parenting	To consider and review the Annual Report of the Corporate Parenting Board 2017/18
Safeguarding Children	To review the Annual report of the Safeguarding Children Board
Demand management edge of care	To consider and review demand for safeguarding services
Peer Review – Front door to the service	To consider a Peer Review of access to safeguarding services
Mental Health for Children	To consider the mental health services for children and young people in the city

Child Sexual Exploitation / Missing Children	To consider the progress made over the previous 12 months in relation Child Sexual Exploitation and the measures in place to identify missing children
Theme: Schools & Education	
SEND Inspection Updates	To receive periodic updates on the preparations for the forthcoming SEND Ofsted inspection
Educational Attainment	To review the overall school performance data for the academic year 2016-17
School Exclusions/Headteacher Workshop	To monitor the rate of exclusions in local schools and organise a meeting with headteachers to discuss criteria for exclusions and the promotion of best practice
Theme: Early Help	
Impact of Early Help Strategy	To review the progress being made by the Early Help Service following its launch in April 2017
Education, Employment & Training Opportunities	To monitor the work taking place to provide training opportunities / apprenticeships and to reduce the number of young people not in education and training in the city
Youth Justice Plan	To review and comment on the Annual Youth Justice Plan for the city 2017/18
Theme: Outcomes for Children	
Voice of the Child/Participation	To hear more about the mechanisms put in place to capture the views of children and young people and secure their participation to ensure necessary outcomes are being delivered
Members reality checks and visits	To arrange meetings with staff and clients to hear at first their impressions of the services provided

- 3.2 A key theme for the year will be to continue to monitor progress in relation to the work of Together for Children and regular performance monitoring reports have been included in the work programme.
- 3.3 The Committee will also continue to have representation from young people at its meetings in order to obtain their views and may wish to hold further meetings to

meet and speak with social work staff in order to obtain feedback on the operation and development of the service.

- 3.4 During the year the Committee will also have the opportunity to review service performance and will be provided with regular reports on complaints relating to Children's Services issues.
- 3.5 It is also intended to arrange a meet and greet with Jill Colbert the new Chief Executive of Together for Children and Director of Children's Services.

4. Recommendations

That the Scrutiny Committee consider and agrees a draft Annual Scrutiny Work Programme for 2018/19 and incorporates any emerging issues from the recent Ofsted inspection of Children's Services as and when they arise throughout the forthcoming year;

5. Background Papers

None

Contact Officer : Jim Diamond, Scrutiny Officer
 0191 561 1396
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CHILDREN, EDUCATION AND SKILLS SCRUTINY COMMITTEE – WORK PROGRAMME 2018-19

REASON FOR INCLUSION	14 JUNE 18 CANCELLED	5 JULY 18	6 SEPTEMBER 18	4 OCTOBER 18	1 NOVEMBER 18	29 NOVEMBER19	10 JANUARY 19	7 FEBRUARY 19	7 MARCH 19	4 APRIL 19
Policy Framework/ Cabinet Referrals and Responses								Youth Justice Plan (Linda Mason)		
Scrutiny Business			TfC Ofsted Feedback SEND Update – (Simon Marshall)	Mental Health Independent Review Officer Annual Report (IRO) Local Authority Designated Officer Annual Report (LADO) (Gavin Taylor)	Corporate Parenting Annual Report (Sheila Lough) Voice of the Child – Participation and Outcomes for Children	SEND Update – (Simon Marshall) Demand Management – Edge of Care Peer Review – Front door to the service	Safeguarding Board Annual Report (Paul Ennals-Independent Chair)	Educational Attainment Schools Results (Simon Marshall) School Exclusions and Attendance (Simon Marshall)	Early Help Strategy - Update (Karen Davison)	Scrutiny Annual Report (JD) Child Sexual Exploitation/Missing Children – Progress (Stuart Douglass) Education, Employment and Training Opportunities
Performance / Service Improvement		Together for Children – Performance Monitoring Report (Julie Lynn) Children's Services Complaints (Jane Wheeler)	Together for Children – Performance Monitoring Report (Julie Lynn)		Together for Children – Performance Monitoring Report (Julie Lynn) Ofsted Improvement Plan		Together for Children – Performance Monitoring Report (Julie Lynn) Ofsted Improvement Plan Children's Services Complaints Jane Wheeler)		Together for Children – Performance Monitoring Report (Julie Lynn) Ofsted Improvement Plan	
Consultation / Awareness Raising	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19

CHILDREN, EDUCATION AND SKILLS SCRUTINY COMMITTEE

NOTICE OF KEY DECISIONS

REPORT OF THE HEAD OF MEMBER SUPPORT AND COMMUNITY PARTNERSHIPS

1. PURPOSE OF THE REPORT

- 1.1 To provide Members with an opportunity to consider the items on the Executive's Notice of Key Decisions.

2. BACKGROUND INFORMATION

- 2.1 Holding the Executive to account is one of the main functions of Scrutiny. One of the ways that this can be achieved is by considering the forthcoming decisions of the Executive (as outlined in the Notice of Key Decisions) and deciding whether Scrutiny can add value in advance of the decision being made. This does not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.2 To this end, the most recent version of the Executive's Notice of Key Decisions is included on the agenda of this Committee. The Notice of Key Decisions is attached marked **Appendix 1**.

3. CURRENT POSITION

- 3.1 In considering the Notice of Key Decisions, Members are asked to consider only those issues where the Scrutiny Committee or relevant Scrutiny Panel could make a contribution which would add value prior to the decision being taken.
- 3.2 In the event of Members having any queries that cannot be dealt with directly in the meeting, a response will be sought from the relevant Directorate.

4. RECOMMENDATION

- 4.1 To consider the Executive's Notice of Key Decisions at the Scrutiny Committee meeting.

5. BACKGROUND PAPERS

- Cabinet Agenda

Contact Officer : Jim Diamond, Scrutiny Officer
0191 561 1396
James.diamond@sunderland.gov.uk

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice is given of the following proposed Key Decisions (whether proposed to be taken in public or in private) and of Executive Decisions (including key decisions) intended to be considered in a private meeting:-

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
170810/205	To approve the freehold acquisition of a property to provide children's services accommodation.	Cabinet	Y	During the period 25 April to 30 June 2018.	Y	The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraphs 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
170927/212	To approve in principle the establishment of a new police led Road Safety Partnership (Northumbria Road Safety Partnership) embracing the Northumbria Force area.	Cabinet	Y	During the period 25 April to 30 June 2018.	N	Not applicable	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
180308/245	To seek approval for the sale of land at former Southwick School.	Cabinet	Y	During the period 1 July to 31 October 2018.	N	Not applicable	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
180418/252	To consider and approve corporate proposals in respect of Siglion LLP.	Cabinet	Y	During the period 30 May to 31 July 2018	Y	The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
180424/254	To seek approval to an Option Agreement in respect of land at Savannah Road/Moorway, Washington.	Cabinet	Y	During the period 18 July to 31 October 2018.	Y	The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
180503/258	To consider an options appraisal to determine the disposal method of green belt release sites.	Cabinet	Y	18 July 2018	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
180511/260	In relation to the acquisition of the Alex Smiles Site, to amend the previous decision to allow for enabling works.	Cabinet	Y	18 July 2018	Y	The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
180607/264	To authorise the Executive Director of Economy and Place to let space within Vaux Building One on a best consideration basis and otherwise upon terms agreed by the Executive Director of Economy and Place in consultation with the Leader and Cabinet Secretary.	Cabinet	Y	18 July 2018	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
180608/265	To approve the payment of financial assistance to a Sunderland based company in relation to the company's own investment plans.	Cabinet	Yes	18 July 2018	Yes	The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraphs 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
180608/266	To approve proposed funding and partnership arrangements to support the continued delivery of Sunderland Software City activities.	Cabinet	Y	18 July 2018	N	Not applicable	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
180718/267	To approve the carrying out of a procurement exercise in order to establish a framework for ground investigation works and geotechnical services and to delegate authority to the Executive Director of Economy and Place in consultation with the Portfolio Holder to conclude the contractual arrangements.	Cabinet	Y	18 July 2018	N	Not applicable	Cabinet Report Sustainability Risk Assessment	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter	Address to obtain further information
180619/268	To consider the proposed Commissioning Intentions for Public Health Services and to authorise the Director of Public Health, in consultation with the Portfolio Holder for Health and Social Care, to undertake all necessary steps in order to implement the proposed Commissioning Intentions, including the temporary extension of the relevant existing contracts, the finalisation of the new commissioning models, and to undertake the subsequent procurement processes and award of new contracts.	Cabinet	Y	18 July 2018	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
180619/269	To consider the proposal to implement Smoke Free Parks in Sunderland.	Cabinet	Y	18 July 2018	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Note; Some of the documents listed may not be available if they are subject to an exemption, prohibition or restriction on disclosure.

Further documents relevant to the matters to be decided can be submitted to the decision-maker. If you wish to request details of those documents (if any) as they become available, or to submit representations about a proposal to hold a meeting in private, you should contact Governance Services at the address below.

Subject to any prohibition or restriction on their disclosure, copies of documents submitted to the decision-maker can also be obtained from the Governance Services team PO Box 100, Civic Centre, Sunderland, or by email to committees@sunderland.gov.uk

Who will decide;

Cabinet; Councillor Graeme Miller – Leader; Councillor Michael Mordey – Deputy Leader; Councillor Paul Stewart – Cabinet Secretary; Councillor Louise Farthing – Children, Learning and Skills; Councillor Geoffrey Walker – Health and Social Care; Councillor John Kelly – Communities and Culture; Councillor Amy Wilson – Environment and Transport; Councillor Stuart Porthouse – Housing and Regeneration

This is the membership of Cabinet as at the date of this notice. Any changes will be specified on a supplementary notice.

Elaine Waugh,
Head of Law and Governance

19 June 2018