

CHILDREN AND YOUNG PEOPLE'S SERVICES SCRUTINY PANEL

Venue: Bailey House, Rawmarsh **Date:** Friday, 5 February 2010
Road, Rotherham. **Time:** 9.30 a.m.

A G E N D A

1. To determine if the following matters are to be considered under the categories suggested in accordance with the Local Government Act 1972.
2. To determine any item which the Chairman is of the opinion should be considered as a matter of urgency.
3. Apologies for Absence
4. Declarations of Interest
5. Questions from the press and public
6. Matters Referred from the Youth Cabinet
7. Communications

FOR MONITORING

8. European Structural Funds (ESF) 2007 to 2013 - 16 to 19 NEETs Response Fund (report attached) (Pages 1 - 7)
Cabinet Member minute of 20th January 2010 :-

Further to Minute No. 25 of the meeting of the Cabinet Member and Advisers for Children and Young People's Services held on 1st July, 2009, consideration was given to a report presented by the European Structural Funds NEETs Response Fund Manager detailing the progress in the management and delivery of the European Structural Funds (ESF) 16-19 NEETs Response Fund to 30th November, 2009. The report stated that although the Learning and Skills Council (LSC) had agreed in principle to this Council's business case to access £500,000 residual ESF monies, a number of factors at the LSC led to the business case not being endorsed. This Council is required to re-issue its business case before March, 2010. The business case will focus on the priorities set out in Rotherham's 16-19 Statement of Need of mainstream funded provision, namely Apprenticeships, Foundation Learning and

Learners with Learning Difficulties and Disabilities. The Learning and Skills Council has agreed to extend the duration of Rotherham's ESF 16-19 NEETs Response Fund from 31st March, 2010 to 31st December, 2010 to align Rotherham's contract with the other three South Yorkshire contracts and recognising that the original tender, funding and targets were to be delivered over a two-year period. Details of the fourteen commissioned projects were appended to the report submitted.

Resolved:- (1) That the report be received and its contents noted.

(2) That further progress reports about the ESF 16-19 NEETs Response Fund continue to be submitted to meetings of the Cabinet Member and Advisers for Children and Young People's Services at intervals of six months.

(3) That the report be submitted to the Children and Young People's Scrutiny Panel for information.

9. Secondary School Lifestyle Survey 2009 (Borough Wide) (report attached) (Pages 8 - 30)

Cabinet Member minute of 20th January 2010 :-

Consideration was given to a report presented by the Policy and Planning Team Manager concerning the annual Lifestyle Survey, undertaken with both Primary and Secondary school pupils, with questions covering a range of issues, such as health, how pupils feel about school, how safe they feel, how pupils feel about the area in which they live, bullying, and how often they may smoke, drink or take drugs. The submitted report detailed the Secondary Survey 2009, which was open to all Rotherham's secondary schools. The survey was designed online by RBT. A project group consisting of representatives from Children and Young People's Services, NHS Rotherham and Healthy Schools organised the design and implementation of the survey. The secondary survey period commenced on 15th June, 2009 and concluded on 24th July 2009. Twelve schools had taken part and 2,589 pupils undertook the survey, an increase in the number of pupils compared to 2008. Individual school reports and summaries have been produced for the schools who participated in the survey. The Borough-wide report, and the relevant data tables will be made available on the intranet, and the Executive Summary will be made available on the Council website.

Resolved:- (1) That the report be received and its contents noted.

(2) That a letter be sent to the twelve schools thanking them for participation in the survey and other schools be encouraged to participate in future years' lifestyle surveys.

(3) That the report also be submitted to the Children's Board, the Children and Young People's Scrutiny Panel and to the Youth Cabinet.

10. Children and Young People's Services - Improvement Plan Update (report attached) (Pages 31 - 50)

MINUTES

11. Minutes of the previous meeting of the Children and Young People's Scrutiny Panel held on 22nd January, 2010 (copy attached) (Pages 51 - 55)
12. Minutes of meetings of the Cabinet Member and Advisers for Children and Young People's Services held on 12th January, 2010 and on 20th January, 2010 (copies attached) (Pages 56 - 64)
13. Minutes of meetings of the Performance and Scrutiny Overview Committee held on 4th December, 2009 and on 15th January, 2010 (copies attached) (Pages 65 - 83)
14. Exclusion of the Press and Public
The following item is likely to be considered in the absence of the press and public as being exempt under Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended (information relating to financial or business affairs)
15. Children and Young People's Services - Budget Update

**Date of Next Meeting:-
Friday, 5 March 2010**

Membership:-

Chairman – Councillor G. A. Russell

Vice-Chairman – Councillor License

Councillors:- The Mayor (Councillor Ali), Burton, Dodson, Donaldson, Fenoughty, Hughes, Kaye,
Rushforth, Sharp and Sims

Co-optees:-

Mrs. J. Blanch-Nicholson, Ms. T. Guest, Mrs. K. Muscroft,
Mr. M. Hall, Father A. Hayne, Mr. C. A. Marvin,
Mr. M. Burn, Mrs. L. Pitchley and Parish Councillor Mrs. P. Wade.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Children and Young People’s Services Cabinet Member and Advisers
2.	Date:	20th January 2010
3.	Title:	European Structural Funds (ESF) 2007-2013 16-19 NEETs Fund Manager
4.	Directorate:	Children and Young People’s Services

5. Summary

The Children and Young People’s Scrutiny Panel on 4th July 2008 considered a report on the establishment of a commissioning process, to manage, deliver and procure a range of innovative provision for young people not in education, employment or training (NEET) from £1.5m of European Social Funds (ESF) 16-19 NEET Response Fund from September 2008 to March 2010.

A Commissioning Strategy was subsequently produced and agreed by 14-19 partners to take this work forward based upon establishing a Commissioning Framework of Suppliers. Following the Cabinet Member and Advisers for Children and Young People’s Service report, dated 31st October 2008, the Framework was endorsed. Two further reports have been provided to Cabinet Members (on 11th February 2009 and 1st July 2009) setting out ESF 16-19 NEETs Response Fund progress.

Cabinet Members requested that they be kept informed of progress in delivering the ESF 16-19 NEETs Response Fund on a six-monthly basis and this is the third progress report for Cabinet Members detailing management and delivery of the Fund up to 30th November 2009.

6. Recommendations

- **That the information is received**
 - **That further progress reports are received on a six-monthly basis.**
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7. Proposals and Details

Although the Learning and Skills Council (LSC) had agreed in principle to RMBC's business case to access £500k residual ESF monies, errors and delays at the LSC has resulted in the business case not being endorsed. As a result, RMBC is required to re-issue its business case before March 2010. The business case will focus on the priorities set out in Rotherham's 16-19 Statement of Need of mainstream funded provision, namely Apprenticeships, Foundation Learning and Learners with Learning Difficulties and Disabilities (LDD).

The LSC has agreed to extend the duration of Rotherham's ESF 16-19 NEETs Response Fund from 31st March 2010 to 31st December 2010 to align Rotherham's contract with the other three South Yorkshire contracts and in recognition that the original tender, funding and targets were meant to be delivered over a two-year period.

The 14-19 Team is confident that the LSC contract will be met within the above timescale, as a re-profile has been submitted to the LSC and endorsed. Good progress is being made in delivering the outcomes of the contract against profile, as follows (see annex 1 for individual project details and performance):

- 295 (+6% variance) young people have engaged in learning through the ESF NEETs Response Fund.
- 124 (+27% variance) young people have progressed into mainstream education, employment, or training (EET), as a result of their ESF provision.
- Broadening Rotherham's provider base is progressing well with 14 projects across 10 organisations being commissioned to deliver 487 learning places. Three of these projects have been sustained into mainstream funding and delivery – Rotherham College of Art & Technology's (RCAT) Choices project; Dearne Valley College's (DVC) Raft project and Titan's Sports Leadership project.
- As a result, excellent breadth of provision tailored to the needs of young people NEET is being delivered, including projects aimed at teenage parents, young offenders, long-term unemployed young people living in community NEET hotspots of Rawmarsh, Dalton and Eastwood, young women with severe emotional needs, etc.
- At least an additional 107 learning places are planned through ESF 16-19 NEETs Response Fund in 2010.
- The Response Fund continues to make a significant contribution to reducing the number of young people NEET in Rotherham, which is a key Local Area Agreement target, which was 7.9% as of 30th November 2009.

The ESF 16-19 NEETs Response Fund has been successful in engaging the Third Sector, as plans to utilise the expertise of voluntary and community groups to identify young people, who are currently NEET, in receipt of their services are nearing finalisation. Independent Local Solutions will receive grant funding from the Response Fund to engage 15 young people NEET who are difficult to reach from the Children, Young People and Families Voluntary/Community Consortium and offer them a range of placement and learning opportunities delivered by the Consortium.

The ESF 16-19 NEETs Response Fund has been less successful in the following areas of delivery:

- Failure to commission specific provision targeted directly to the needs of young people with LDD, despite two commissioning rounds that only resulted in two tenders being submitted both of which were rejected as they were unrealistic, did not demonstrate the extent and need to be addressed and did not represent value for money. As a result, the Response Fund is being targeted at fast-tracking the Learning Community model being driven forward as part of Transforming Rotherham Learning agenda by working with Oakwood Learning Community to utilise existing Special School expertise at The Bridge and Newman School to offer post-16 provision.
- Proposals to develop and fund pre-apprenticeship provision through the Response Fund to help build apprenticeship capacity in 'not-for-profit' organisations on the Commissioning Framework are on hold based upon advice from the LSC pending future Central Government announcements on apprenticeships early in 2010.
- Although an independent learner satisfaction survey was commissioned in spring 2009, which demonstrated high levels of learner satisfaction with their teaching and learning on ESF provision, the Response Fund has been unsuccessful in engaging other agencies to identify and test ways of gathering the views of young people NEET. As a result, discussions are underway with Prospects (Rotherham's new Connexions delivery agent) to take this work forward.
- There have been significant delays in producing a Quality Assurance Toolkit to support providers to comply with ESF-LSC audit requirements and Ofsted Common Inspection Framework (CIF) requirements due to a lack of clarity on these requirements from the LSC, changes in the CIF in summer 2009 and lack of designated resource within RMBC. However, all projects are fully aware of their contract and compliance requirements, as RMBC's External Funding Team performance manages and monitors projects to a very high standard. As a result, RMBC received a 100% successful audit in September 2009 from the ESF-LSC Auditors. A key area for improvement that has been identified as part of RMBC's Self Assessment Report to Ofsted will be to publish and improve quality assurance arrangements with ESF projects from January 2010.

8. Finance

16-19 NEET Co-ordinated Response Manager funding is allocated £1.5m for financial year 2008/09 and 2009/10. A further £0.5m will be available if the outputs included in the initial contract are achieved.

Unlike the previous Objective 1 Programme this funding is 'co-financed' by the LSC and the Local Authority will not be required to identify match funding.

9. Risks and Uncertainties

Details of main risks affecting project	Likelihood of risk/threat	Consequence of risk/threat	Steps to be undertaken to minimise and mitigate risk
Failure to achieve the initial contract outputs	Low	As contract holder RMBC could be subject to the removal or repayment of grant funding if contracted providers do not meet the financial rules, regulations and audit requirements of the EU Commission	Ongoing performance management of the contracts will be managed by the CYPS External Funding Team. Any areas of concern will be identified and support mechanism put in place, where possible, to ensure that contractors meet their contractual obligations. Failure to achieve, will result in contracts/funding being withdrawn and further contracts commissioned to ensure that all outputs are met.
Failure of commissioned providers to meet the financial rules and regulation of EU commission	Medium	As contract holder RMBC could be subject to the removal or repayment of grant funding if contracted providers do not meet the eligibility criteria and financial rules, regulations and audit requirements of the EU Commission.	The Commissioning and ongoing performance management of the external contracts will managed by the CYPS External Funding team. This team have been responsible for the management for the current ESF Objective 1 Programme and have extensive experience of management and auditing of external contracts.

10. Policy and Performance Agenda Implications

The Rotherham Local Area Agreement identifies the reduction in the % of NEETs to 7.1% by 2010 as one its key performance measures.

CYPS Single Plan also identifies the need to develop the quantity, quality and scope of provision for the target group as an ongoing priority.

The following key strategic documents provide more specific detail:

Rotherham Widening Participation (NEETs) Strategy September 2006-10 Page 12-14: "Ensure accurate tracking and data sharing; enhance preventative measures and early interventions; develop appropriate learning and training provision 14-19; support transition and re-engagement; ensure young people's involvement and view influence the development of the Information Advice and Guidance (IAG) offer and the commissioning and review of provision at all stages."

Rotherham Rotherham 14-19 Learning Plan 2007-2013: “Increase the proportion of 17 year olds participating in education and training; reduce the proportion of 16-18 year olds who are NEET; increase the number of young people completing an Apprenticeship; increase the percentage of young people who progress to Higher Education particularly from more vulnerable and under-represented groups; ensure that post 16 learning option meet the needs of all young people, including young people who have learning difficulties and/or disabilities and those who have offended; ensure the validity and reliability of data; increase the percentage of young people achieving L3 by 19.”

11. Background Papers and Consultation

- 16-19 NEETs Fund Manager Cabinet Report 31st October 2008
- 16-19 NEETs Fund Manager Scrutiny Report 4th July 2008
- 16-19 NEETs Fund Manager Cabinet Report 25th June 2008
- 16-19 NEETs Fund Manager Cabinet Report 15th April 2008

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ESF NEETs Response Fund Manager

Children and Young People’s Services

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Annex 1:

ESF Project Details and Performance

Fourteen projects have been commissioned and achieving the following outcomes:

a) Commissioning Round 1 (August 08) – ‘Access to Level 2’ targeting young people NEET at just below, level 2 requiring minimum intervention on to short-term projects, resulted in three projects:

- DVC – RAFT project (October 08-June 09) to engage 12 young people in FE taster course for 16-hours per week over 12-weeks located at DVC campus (13 young people engaged through two cohorts (6 in October 08-January 09 and 7 in February–June 09) 10 progressions and 3 leavers to NEET). Successfully complete and now sustained through mainstream funding.
- Phoenix – GOALS project (October 08–March 09) to engage 68 young people on employability skills and work placement programme for 16 hours per week over a 16 weeks programme on roll-on/roll-off basis located on Rotherham High Street (67 young people engaged 15 progressions and 52 leavers to NEET) – Unsuccessfully completed with no exit strategy.
- RCAT – Choices project (September 08–June 09) to engage 65 young people on a FE taster course for 16 hours per week over 16 weeks located at various RCAT town centre venues and Rother Valley Campus through two cohorts (76 young people engaged (50 and 26, respectively) 46 progressions and 30 leavers to NEET). Successfully complete and now sustained through mainstream funding.

b) Commissioning Round 2 (December 08) – ‘Learn & Work’ targeting young people NEET assessed by Connexions as amber/green or P2/P3 needing support, qualifications and experience to support progression into work-based learning, resulted in three projects:

- Morthyng – Learn to Earn project (May 09-March 10) to engage 60 young people on a roll-on/roll-off basis who have completed and achieved E2E, but have not secured a positive progression (23 young people engaged, 6 progressions, 1 leaver to NEET and 16 in learning). Currently recruiting.
- Groundwork Dearne Valley project (February-September 09) to engage 12 young people in Horticulture L1 and key skills with a two-week non ESF taster built in at the start to manage engagement (13 young people engaged, 8 progression and 5 leavers to NEET). Project extended to recruit a further 24 young people Dec 09 to Aug 10. Recruiting commenced in November 09 for January 2010 start
- Titans project (May-July 09 & October 09-January 10) to engage 24 young people in two cohorts of 12 on a 12-week motivational project in sports and coaching to aid progression into Entry2Employment and Further Education (17 young people engaged, 8 progressions, 4 leavers to NEET and 5 in learning). No longer recruiting as project now sustained as an Entry2Employment placement provided.

c) Commissioning Round 3 (February 09) – Vulnerable Young People (VYP) targeting young people NEET assessed by Connexions as red/P1 /or in one of the following vulnerable young people categories (NEET for 6-months or more, LDD, teenage parents, carers, care leavers, black or minority ethnic and young offenders – this will involve working with Targeted Support Service) requiring intensive, flexible and bespoke support to progress into either education, employment or training, or Personal Development Opportunities, resulted in five projects:

- Rathbone – Provide It project (May-December 09) to engage 18 young people referred through Youth Offending Service to 10-week programme for 16-hours per week to deliver basic literacy and Numeracy and personal development opportunities. The project will operate roll-on/roll-off provision with a maximum of 6 young people at any

time. The project will engage more than this number to achieve these targets, but will manage this by delivering 2-week non-ESF funded taster to assess need and risk of breaching orders (14 young people engaged, 4 progressions, 2 leavers to NEET and 8 in learning) – currently recruiting through YOS and contract likely to be extended in Jan 2010.

- RCAT – ‘Take A Chance’ project (April-December 09) to engage 30 young people in a community NEET hotspot – 18 in Eastwood and 12 in Dalton – providing a 12-week on to a Further Education taster course in the community hotspot of Rawmarsh (7 young people engaged and in learning) – No longer recruiting,
- DVC – Raft in the Community project – (October-December 09) to engage 10 young people on to a 12-week programme, escalating hours from 8-per week to 16-per week on to a FE taster course in Rawmarsh (7 young people engaged and currently in learning). No longer recruiting, but a second cohort planned for January 2010.
- Endeavour – ‘Solutions’ project (July 09-January 10) to engage 22 young on a roll-on/off basis on to a 16 week, 16 hours per week programme of supportive work placements aimed at building confidence and motivation, delivering Entry Level qualifications and developing personalisation skills programme to prepare young people to progress into further learning to break down negative perceptions of learning and support young people transition (16 young people engaged and in learning) – Currently recruiting and project likely to be extended in January 2010.
- South Yorkshire Women’s Development Trust DIY Diva project (October-December 09) to engage 12 young women with emotional, intensive support needs (e.g. homeless, teenage parents, women’s refuge, etc) in a women only environment, using practical DIY activity as a confidence builder, motivation and to build functional skills on an over 10-week, 12-hours per week course (8 young women engaged) – No longer recruiting and unlikely to continue beyond January 2010.

d) Commissioning Round 4 (March 09) – ‘Learn & Work2’ specification to target young people seeking level 2 opportunities who have been assessed by Connexions as amber/green or P2/P3, resulted in two projects:

- Morthyng – Springboard project – (May–December 09) targeting 85 young people into pre-E2E provision as a progression pathway to level 2 opportunities (29 young people engaged, 22 progressions, 2 leavers to NEET and 5 in learning). Currently recruiting and contract will be extended..
- Rathbone – Foundation Learning Programme – negotiations on-going to deliver against successful tender in 2010 once capacity and location issues have been resolved.

e) Commissioning Round 5 (January 2009) – to target young people with LDD and teenage parents/parents to be, resulted in one project being commissioned:

- Barnardos Parents Project (October 2009 – August 2010) to engage 23 teenage parents in two cohorts on to a 10-week, 16 hours a week programme focussing on personal development, life-skills and enhancing qualifications. A full wrap around support service will be put in place to assist engagement, retention and transition (Project indicates that first cohort of 10 young people is full). Currently recruiting.

f) Commissioning Round 6 (August 2009) – Access Towards Level 2 specification to target young people at/just below L2 assessed by Connexions as Amber/Green and/or P2/P3 into short-term interventions, resulting in one project being commissioned:

- DVC – Stepping Stones Project (Nov 09-Apr 10) to engage 20 young people on to a 16 week, 16-hours per week Further Education programme to prepare young people for Level 2 progression by developing literacy and Numeracy ICT and functional skills culminating in a RARPA Level 2 Progress Record – Project likely to start March 2010.

ROTHERHAM BOROUGH COUNCIL – REPORT TO MEMBERS
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1.	Meeting:	Children and Young People’s Services Cabinet Member and Advisers
2.	Date:	Wednesday 20th January 2010
3.	Title:	Secondary School Lifestyle Survey 2009 (Borough Wide) Appendix A – Executive Summary Secondary Lifestyle Report 2009
4.	Directorate:	Children and Young People’s Services

5. Summary:

The Lifestyle Survey is an annual survey, undertaken with both Primary and Secondary school pupils. Questions cover a range of issues, such as health, how pupils feel about school, how safe they feel, how pupils feel about the area in which they live, bullying, and how often they may smoke, drink or take drugs.

This report covers the Secondary Survey 2009 and the attached Appendix A contains the Executive Summary.

The full borough wide report and the relevant data tables will be made available on the intranet. The Executive Summary will be made available on the Council website.

6. Recommendations:

That Cabinet Member receives this report.

7. **Proposals and Details:**

Purpose

The purpose of the Lifestyle Survey is to fill existing gaps in information, to validate existing information and to enable the Children and Young People's Service and partners, to identify what matters to the young people of Rotherham and improve service delivery as a result.

Questionnaire Design and Methodology

The Secondary Lifestyle Survey 2009 was open to all Rotherham's secondary schools. The survey was designed online by RBT. A project group consisting of representatives from the Children and Young People's Service, NHS Rotherham and Healthy Schools organised the design and implementation of the survey.

The secondary survey period commenced on the 15th June and concluded on 24th July 2009.

12 schools took part and 2589 pupils undertook the survey, an increase in the number of pupils compared to 2008. Individual school reports and summaries have been produced for the schools who participated in the survey. The borough wide report, and the relevant data tables will be made available on the intranet, and the Executive Summary will be made available on the Council website.

Next Steps

- The Healthy Schools Team will be working with schools to look at the results of the survey and include them in their action plans.
- The findings will inform the new Children and Young People's Plan.
- A newsletter will be produced to thank students for taking part and to feedback the main headline results, and a letter will be sent out to schools thanking them for their participation.
- The Executive Summary will be placed on the website and widely circulated and the findings will be promoted across all partner agencies. The full report and data tables will be placed on the intranet.
- We will monitor developments and results from national surveys such as Tellus 4 to enable us to compare and contrast data.

8. Finance

The financial costs for producing the Secondary Survey for 2009 are:-

Cost Description	Amount
Development of Survey Online	£ 258.04
RBT Maintenance (both secondary and primary)	£ 350.00
RBT Database (both secondary and primary)	£ 500.00
Printing Costs: Newsletters for pupils	£ 300.00 estimate
Posters	£ 130.00 estimate
Total	£1538.04

Costs are to be split between NHS Rotherham (40%) and the Children and Young Peoples Service (60%). These figures do not include the considerable staff time taken to analyse the findings and write the reports.

9. Risks and Uncertainties

The number of surveys each school is asked to complete needs to be monitored in order to ensure there is no duplication and that schools are benefiting from the surveys they take part in.

10. Policy and Performance Agenda Implications

There is a need to ensure that the results are used to monitor or improve services for children and young people.

11. Background Papers and Consultation

Secondary Lifestyle Survey Report 2009.

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Young People's Lifestyle Survey 2009

Executive Summary

Rotherham Borough Report
for Secondary School Pupils
Year 7 and Year 10

November 2009



Rotherham

Rotherham
Metropolitan
Borough Council
Where Everyone Matters

Executive Summary

Introduction

The Lifestyle Survey has a number of different functions, in particular, providing baseline information for a number of plans including the Children and Young People's Plan, and also to monitor the impact of actions taken as a result of the previous year's findings. The results are used to inform service development and improvement in the Children and Young People's Services, NHS Rotherham and schools.

The individual results are fed back to the schools participating in the survey. This will provide data that may highlight areas of success or concern for those schools, and so enable them to target resources accordingly.

The survey was conducted in June and July 2009 during the summer term, and Year 7 and Year 10 pupils in all Rotherham secondary schools were invited to take part. 12 schools participated.

The survey was designed online by RBT and every school was sent the online link and also a pack containing instructions for schools and letters for parents.

The following is a summary of the main headlines that have emerged from the findings of the 2009 Secondary Survey.

General

The responses to the survey in 2009 consisted of 1527 Year 7 pupils and 1062 Year 10 pupils. The respondents had a gender split of 49% female pupils and 51% male pupils.

79% of the young people who participated in the survey considered themselves to be White British. The remaining young people considered themselves to be Asian or Asian British 9%, Other BME 10% and 1% preferred not to answer.

1. Be Healthy

1.1 Food and Drink

- The percentage of Year 7 pupils drinking the recommended daily amount or more of water has increased from 20% in 2008 to 30% in 2009.
- Additionally, the percentage of pupils drinking no water has continued to decrease from 13% in 2008 to 8% in 2009.
- There remains a significant proportion of pupils overall who are not eating breakfast. In the 2009 survey this was 20% of all pupils. This is particularly significant for the Year 10 female pupils with 36% stating they do not eat breakfast. Year 10 female pupils consistently have the lowest numbers eating breakfast at home, and this group of pupils are more likely to be eating breakfast on the way to school. Of the Year 10 female pupils who stated that they have breakfast, 38% state that they have 'only a drink'.
- 44% of all pupils eat 5 plus portions of fruit and vegetables.

1.2 Activities and Fitness

- 69% of pupils undertake 60 minutes or more sport, exercise or physical activity a day. Of the 15% of all pupils who stated that they didn't undertake 60 minutes of exercise per day 70% said they did 60 minutes of exercise 1 to 3 times per week and 14% stated that they do this between 4 to 7 times per week.
- Although 47% of all pupils surveyed stated that they take part in sport and exercise on a weekly basis in lesson times, 29% of Year 7 pupils and 22% of Year 10 pupils' state they never do sport and exercise in lesson time.
- Overall 50% of all pupils do sport and exercise after school. However, only 34% of Year 10 female pupils stated that they do sport and exercise after school every day compared to 50% of Year 10 male pupils.
- 40% of Year 10 female pupils felt that enjoying school PE would help increase their fitness compared to 27% of male pupils in Year 10. 45% of Year 7 pupils overall thought that enjoying school PE would help increase their fitness compared with 33% of Year 10 pupils overall.
- 63% of all pupils chose swimming as their top activity, followed by 59% who chose riding a bike.
- 44% of pupils undertake sport or exercise with an adult from their family.

1.3 What you think and feel

- 66% of all pupils said they were 'often' happy and only 12% said they 'often' feel sad.
- In 2009, Year 7 pupils generally felt good about their 'family', 'friendships' and 'home life', with all these areas scoring 73% and over.
- In 2009, Year 10 pupils again generally felt good about their 'friendships', 'family' and 'home life', with all these areas scoring 59% and over. In Year 10 only 22% of female pupils feel good about their weight compared to 48% of male Year 10 pupils.
- 80% of Year 7 female pupils stated they could talk to an adult at home but by Year 10 this had dropped to 55% of female pupils.

1.4 Smoking, Drinking and Drugs

- 68% of pupils overall have never tried cigarettes. This is the highest percentage of pupils since the survey commenced (55% in 2008, 60% in 2007 and 59% in 2006). 81% of female Year 7 pupils had never tried cigarettes but this figure drops to 50% for female Year 10 pupils (comparable figures for 2008 are 71% of Year 7 female pupils and 39% of Year 10 pupils.)
- The number of pupils smoking 20 plus cigarettes a day has increased from 40 overall in 2008 to 78 in 2009. The majority of the increase is with the Year 7 pupils, up from 11 in 2008 to 45 in 2009.

- 36% of all pupils have never tried alcohol and 28% have 'tried it once' but 3% of all pupils state they consume alcohol every day.
- Solvents remain the drug most commonly tried drug by Year 7 pupils but 86% had never tried it , whilst for Year 10 pupils, cannabis is the most frequently tried with 79% who had never tried it.
- 73 pupils (78 pupils in 2008) overall wanted help to stop taking drugs, with 51 pupils in Year 7 and 22 in Year 10.

2. Stay Safe

2.1 Bullying

- 46% of all pupils said that they had been bullied at some point in their lives. This consisted of 47% of Year 7 pupils and 44% of Year 10 pupils. Overall more male pupils said they had been bullied compared to female pupils. The way this question was asked has been altered from last year so it is not possible to compare with previous data.
- As in previous surveys more Year 7 pupils felt that they had received help and support when they had reported bullying than Year 10 pupils, and overall, more female pupils felt they had received help and support than male pupils.
- There has been an increase in percentage of pupils reporting incidents of bullying from 48% in 2008 to 53% in 2009. There has also been an increase in the percentage of pupils who said they got help and support with bullying from 37% in 2008 to 49% in 2009.

2.2 Safety

- As in previous years, the pupils surveyed consider 'at home', 'out with friends' and 'on the way to or from school' to be where they feel the safest. 23% of all pupils say they never feel safe in Rotherham Town Centre, 23% say they never feel safe 'out by myself' and 19% never feel safe 'on local buses or trains'.
- 34% of Year 7 female pupils never feel safe 'out by myself' and 26% never feel safe 'on local buses or trains'.

3. Enjoy and Achieve

3.1 In School

- 43% of all pupils stated they enjoy school either "always" or "most of the time", but 12% 'never' enjoy school. When split by gender, more male pupils (14%) in both year groups said they 'never' enjoy school compared to female pupils (9%).
- 90% of Year 7 pupils and 92% of Year 10 pupils would like more fun/interesting lessons to help them do better at school.
- In 2009 of those pupils who were aware that there was a school council, only 24% of these pupils felt that their views were represented. By Year 10 there is

an increase in the number of young people responding that they did not feel their views were represented.

4. Make a Positive Contribution

4.1 Out of School

- The top four activities out of school for pupils were 'out with or visiting friends', 'out with or visiting family', 'visiting playgrounds', 'parks and country parks' and 'attending sports club or dance session'. These were the same activities as identified in the 2008 survey.
- 40% of pupils use a mobile phone for over 4 hours a day, with 63% of Year 10 female pupils using a mobile phone for over 4 hours a day.
- The number of pupils using the internet on 'every or most days' has increased from 70% in 2008 to 77% in 2009.
- In 2009, 53% of Year 7 pupils, compared to 45% of Year 10 pupils played on games consoles 'every or most days'. The gender split is significant with 31% of female pupils as opposed to 67% of male pupils playing 'every or most days'. Usage of games consoles every day decreases significantly from Year 7 to Year 10 females, but remains constant for male pupils across both year groups.

4.2 Young Carers

- 13% of pupils stated that they look after younger children unpaid on 'every or most days' and 6% stated that they worked unpaid looking after an older relative on 'every or most days'. Overall 29% of pupils considered themselves to be a young carer. Of the pupils who identified themselves as a young carer 8% (56 pupils, 39 in Year 7 and 17 in Year 10) stated that they looked after someone for 51 hours plus.

5. Achieve Economic Wellbeing

5.1 Your Local Neighbourhood

- The question on how people get on with people from different backgrounds in their area was a new question this year at the request of South Yorkshire Police. 51% of all pupils felt that people from different backgrounds in their area either mix well with few problems or mix ok with some problems. 28% of female Year 7 pupils feel that everyone mixes well together with few problems compared to 20% for male Year 7 pupils. More Year 10 pupils than Year 7 pupils feel that people from different groups do not get on well together (16% compared to 9%).

Background

The secondary lifestyle survey has been an annual event in Rotherham schools since 2006. It was originally designed to gain information about the health of young people but has been broadened since that time to include questions regarding the perceptions of young people about different elements of their lives. From 2007 this has been run as an online survey.

A constant aim is to increase the number of schools and pupils participating in the survey in order to give a voice to more young people and ensure the views gathered are representative.

This year as a result of feedback received from schools, the individual school reports have been prioritised so that this information was available to schools from September and could be used within schools from the beginning of their academic year.

Purpose

The findings of previous annual surveys have contributed to the Priorities for children and young people in the current Children and Young People's Plan 2007-2010. The results from this survey will be used to contribute to the production of the new Children and Young People's Plan, due to be published in 2010.

The results will also be compared with the national TellUs survey and used to benchmark against the national picture. It will provide schools and other partners and agencies, for example NHS Rotherham, with information about where services could be improved and resources targeted. In addition it will also provide information on how effective the measures that have been taken are.

Questionnaire Design and Methodology

A project group consisting of representatives from Children and Young People's Services, NHS Rotherham and Healthy Schools were involved in the design and implementation of the survey.

Survey Sample

Actual number of schools and pupils that took part.

	Yr 7	Yr 10	Both Years	
Schools	All	All	Total	%
Aston Comprehensive School	22	13	35	6%
Brinsworth Comprehensive (A Science College)	71	62	133	26%
Clifton Community Arts School	148	97	245	50%
Dinnington Comprehensive (Science & Engineering)	70	0	70	14%
Maltby Community School (Business & Enterprise)	109	71	180	41%
Oakwood Technology College	172	151	323	77%
St Pius X Catholic High School	86	83	169	64%
Rawmarsh Community School (Sports College)	172	4	176	40%
Swinton Community School (Maths & Computing)	78	31	109	31%
Wickersley School and Sports College	285	187	472	78%
Wingfield Business and Enterprise College	115	114	229	66%
Winterhill School	199	249	448	82%

Participating schools split into localities:

Schools Represented	Area Assembly
Wingfield Business and Enterprise College Winterhill School	Rotherham North
Clifton Community Arts School Oakwood Technology College	Rotherham South
Dinnington Comprehensive (Science & Engineering)	Rother Valley South
Aston Comprehensive School Brinsworth Comprehensive (A Science College)	Rother Valley West
Swinton Community School (Maths & Computing)	Wentworth North
Rawmarsh Community School (Sports College)	Wentworth South
Wickersley School and Sports College Maltby Community School (Business & Enterprise)	Wentworth Valley
St Pius X Catholic High School	Across all Area Assemblies

Conclusion

The information contained in the report will be reported to the Directorate Leadership Team, Cabinet Member and Advisors, the Safer Rotherham Partnership, the Local Strategic Partnership, Children's Board, CYPS Strategic Partnership, NHS Professional Executive Committee and Youth Cabinet. The findings have already been used to feed into the review of the Children and Young People's Plan and other plans such as Service Plans.

The Project Team will identify and act on what worked well and what did not work organisationally. In addition, a detailed study will be made of whether all the questions were asked in the best way and after consultation any changes will be fed into the next survey. The findings will be widely promoted across all partner agencies and actions taken as a result of the findings will be reported on.

All schools that have participated in the survey have been provided with a report which highlights their results individually and in comparison to the Rotherham average. This provides an overview of how well they are performing in particular areas and whether or not they need to target resources to address particular areas of concern. It is important to feedback to the participants of the survey, therefore a newsletter will be produced to thank students for taking part and to feedback the main headline results.

Recommendations for Future Lifestyle Surveys

The Lifestyle Survey has grown in terms of the number of questions and the number of schools that can take part and this growth is set to continue. However, there are risks associated with this growth. There needs to be sufficient resources allocated not just to plan, undertake and analyse the survey, but also to promote it in school and services, follow up trends with additional research and to follow up actions that are taken in

response to the results. It would also be beneficial to include young people in the planning of the survey and this may also help us understand why some questions have a low response rate. These are particularly questions towards the end of the survey, and it may be necessary in the future to streamline the questions being asked.

Where possible comparisons have been made with previous survey results, but for a small number of questions this has not been possible due to changes in the way the questions have been asked. It is therefore recommended that key questions are not altered in this way. However, the survey will continue to be responsive to changing issues and will retain the flexibility to introduce new questions and responses, such as the need to include cyber bullying as an option in future surveys.

Due to the ongoing changes in the Healthy Schools programme, it is likely that future Lifestyle Surveys will need to reflect changes in the information that schools require in order to complete their self evaluation.

Young People's Lifestyle Survey (Questions for Secondary Schools) 2009

Welcome to this year's Lifestyle Survey. This year we have asked all secondary schools to take part. We are trying to find out about:

- **what you think about being healthy**
- **the kinds of things you like to do**
- **what matters to you**

Please answer the questions as honestly as you can and do not share your answers with your friends or classmates. All answers will be confidential. Your teachers and parents will not see what you have put. There are no right or wrong answers.

There are links and information at the end of the survey which relate to some of the sections. If any of the questions cause you concern please speak to your teacher, learning mentor, school nurse or another adult in school.

Question	Option
ABOUT YOU AND YOUR SCHOOL	
I am:	Male Female (Mandatory)
I am in year:	7 10 (Mandatory)
Enter the name of your school:	All comprehensive schools Completed via school link (individual links)
The area I live in is:	All local areas + Sheffield, Doncaster, Barnsley, Worksop (see list 1)
The ethnic group I belong to is:	Asian or Asian British Black or Black British Chinese Multiple Heritage Yemeni Other Ethnic Group White or White British Gypsy or Traveller Prefer not to answer
In general I would say my health is:	Very good Good Ok Not very good
I have a long term illness, health problem or disability: Disability is defined as 'something that affects normal day to day activity' this can be things like problems with hearing or eye sight or difficulties with getting around i.e. mobility. It can also include problems with memory, the ability to concentrate or difficulties with learning. Many long term illnesses also have an affect on people's daily lives so these are also included as a disability.	Yes No

Question	Option
<p>If “yes” is ticked the following supplementary question appears</p> <p>Please choose from the attached list or tell us in the box below what your health problem/disability is.</p>	List of disabilities (see list 2)
<p>FOOD AND DRINK</p>	This part is about the food that you eat.
<p>I eat 5 portions of fruit and vegetables per day. (see information on 5 a day portions)</p> <p>POP UP A portion of vegetables (either fresh, tinned or frozen) is equivalent to 3 heaped tablespoons, a portion of fruit is e.g. an apple, handful of grapes or a glass of fruit juice (you can only count one glass per day)</p>	Yes No
<p>I eat:</p> <p>Fruit and vegetables Bread (brown, white, chapattis etc) Crisps/savoury snacks Biscuits and cakes Chocolate or other sweets Red meat (beef, lamb, pork) White meat or fish (chicken, turkey or haddock) Processed meat (like burgers and sausage) Rice or pasta Soya, quorn, tofu or pulses Fast food and takeaways (Burgers, chinese, pizza, curry)</p>	<p>(Please tick one box on each line)</p> <p>Never Once a week Every or most days</p>
<p>I drink</p> <p>Milk Fizzy drinks Fruit juice (pure fruit juice not Sunny D or squash) Tea or coffee</p>	<p>(Allow one tick only)</p> <p>Never Once a week Every or most days</p>
<p>I drink... glasses of water a day</p> <p>The recommended number of glasses of water a young person should drink each day is around 6 to 8 glasses, equivalent to 1.2 litres, water consumption is linked to both health and educational attainment.</p>	<p>(Allow one tick only)</p> <p>Drop down list with the following grouped choices:</p> <p>0 1-5 6-10</p>
<p>Usually on a school day I have my breakfast:</p> <p>If* is ticked the following question does not appear.</p>	<p>Allow one tick only)</p> <p>At home On the way to school At the school canteen I don't have breakfast*</p>

Question	Option
Most often for breakfast I have:	<p>(Allow one tick only)</p> <p>Cereal with milk/porridge (not cereal bars) Fruit or yoghurt Toast Something cooked Snack, cereal bars, crisps, chocolate biscuits Only a drink</p>
When I am at school I usually get my lunch from the:	<p>(Allow one tick only)</p> <p>School canteen I bring food from home Local shops I do not have lunch</p>
ACTIVITIES AND FITNESS	<p>This part is about your physical activity and fitness. For purposes of this survey physical activity includes not only sport and exercise (both in school and out of school), but things like walking to school, playing games at lunchtime at school, walking the dog, gardening and skateboarding.</p>
Do you do 60 minutes or more sport, exercise or physical activity a day?	<p>Yes No If 'no', a supplementary questions appears:</p>
How many times per week do you do 60 minutes or more sport, exercise or physical activity?	<p>(Allow one tick only)</p> <p>Never 1-3 times 4-7 times Over 7 times</p>
Please tell us the kinds of things you like to do, tick as many activities as appropriate:	<p>Swimming Football Cricket Rugby Netball Hockey Basketball Competitive team games Riding your bike Skateboarding/roller blading/ skating Gardening Walking or walking the dog Martial Arts – Karate/Judo Kick Boxing Horse riding Racket sports (tennis/badminton/table tennis) Keep fit/ dancing/exercise/gymnastics/cheerleading Athletics/ jogging/ running Golf</p>

Question	Option
<p>In school I do sport, exercise or physical activity:</p> <p>Before school starts At break times At lunch times After school In lesson time At an organised club at lunchtime At an organised club after school</p>	<p>(Allow one tick only)</p> <p>Never Monthly Weekly Most days</p>
<p>I have enough opportunities to do sport, exercise or physical activities in school:</p> <ul style="list-style-type: none"> • In lesson time • At lunchtime 	<p>Yes No</p>
<p>Out of school</p> <p>I do sport, exercise or physical activity I attend organised clubs</p>	<p>Never Monthly Weekly Most days</p>
<p>Do you do sport and exercise with an adult from your family?</p>	<p>Yes No</p>
<p>To increase my fitness through sport, exercise or physical activity, I would need:</p>	<p>(Please choose any that you agree with)</p> <p>More time To enjoy physical activity Facilities I can get to easily (i.e. swimming, gym) More willpower More money More options Activities after school (i.e. football, netball) To enjoy school PE</p>

Question	Option
IN SCHOOL	This part of the survey is about your school.
<p>Below is a list of things that may or may not be true for you. For each one, please choose the most appropriate box:</p> <p>I enjoy school I get good marks at school I try my best at school</p>	Never Sometimes Most of the time Always
<p>What would help you do better at school?</p> <p>More help from teachers More fun/interesting lessons A quieter/better behaved class/group Smaller classes/groups Fewer bullies More help from family/friends (e.g. with homework)</p>	Yes No
<p>What do you hope to do when you leave school?</p> <p>Get a job at 16 Study and get a job at 18 Study and go to university Be unemployed Something else Don't know yet</p>	Yes No
<p>Does your school have a School Council?</p> <p>If 'YES' is ticked 2 supplementary questions to appear...</p>	Yes * No Don't Know
<p>Do you feel your views are represented?</p>	Yes No Don't Know
<p>Do you know the name of your school representative?</p>	Yes No Don't Know

Question	Option
OUT OF SCHOOL	This section asks you about the things you do out of school and the people you see.
Out of school I usually go: Out with or visiting friends Out with or visiting family To the cinema To a religious meeting To amusement arcades To the theatre To art galleries or museums To the library To a music or drama lesson To a sports club or dance session To under 18's night club or disco To a youth club/young people's centre Shopping To playgrounds, parks and country parks To a youth shelter To the Guides/Scouts To a volunteering service/group in the community To another community involvement project To live events e.g. music, dance To exhibitions e.g. photography, sculpture To take part in singing To play a musical instrument	Never Once a month Once a week Every or most days
Out of school, I: Watch television/DVD's/video's Use a mobile phone	(Allow one tick only) Never 1-2 hours per day 3-4 hours per day 4 hours + per day
Out of school. How often do you? Use the internet Use chat rooms Play on games consoles Use MSN Use Socialising Sites (e.g. Bebo/Face Book/Mingleville/Twitter) Use free internet access in your local library	(Allow one tick only) Never Once a month Once a week Every or most days
Out of school I also... Work for money (e.g. babysitting, paper round, Saturday job) Look after younger children – unpaid (e.g. brothers and sisters) *	Never Once a month * Once a week * Every or most days *

Question	Option
Look after an older relative or family friend – unpaid (e.g. parent or grandparent) *	
<p>Young carers are children who help look after a member of the family who is sick, disabled or has mental health problems, or is misusing drugs or alcohol. Their day to day responsibilities often include:</p> <ul style="list-style-type: none"> • cooking • cleaning • shopping • providing nursing and personal care • giving emotional support. • 	
Do you consider yourself to be a young carer?	<p>Yes *</p> <p>No</p> <p>If the answer is “yes”, there follows a number of questions to find out about who you care for, for how long and if you know about support available. We are asking you these questions because we want to arrange services to give help and support to young people who care for others.</p>
Who do you look after?	<p>Mother</p> <p>Father</p> <p>Brother/Sister</p> <p>Friend of the family</p> <p>Other family member</p>
How many hours do you look after them per week?	<p>1-5 hrs</p> <p>6-10 hrs</p> <p>11-20 hrs</p> <p>21-30 hrs</p> <p>31-50 hrs</p> <p>51 + hrs</p>
Do you know about the Young Carer’s Service?	<p>Yes *</p> <p>No</p> <p>If “yes” supplementary question below.</p>
Have you attended the Young Carers Service?	<p>Yes</p> <p>No</p>
Which adult could you talk to about being a young carer?	<p>A Teacher</p> <p>Youth Worker</p> <p>School Nurse</p> <p>Learning Mentor</p> <p>Social Worker</p> <p>GP</p>

Question	Option
WHAT YOU THINK AND FEEL	This section talks about the things you feel good about and the things that worry you.
<p>This is how I usually feel:</p> <p>How I look is My weight is My family is My home life is My friendships are My school work is My school is</p>	<p>(Allow one tick only)</p> <p>Good OK Not good</p>
<p>I feel that I could talk any problems over with:</p> <p>An adult at home A teacher Another adult at school My brother or sister A youth worker A friend A school nurse A learning mentor</p>	<p>Yes</p>
<p>I Feel:</p> <p>Happy Content/OK Sad Stressed Worried</p>	<p>(Allow one tick only)</p> <p>Never Sometimes Often</p>

Question	Option
BULLYING	What is bullying? It is....deliberate hurtful behaviour which is repeated often over a period of time and is difficult for the person being bullied to stop it.
Have you been bullied?	Yes No If "yes" the following supplementary questions to appear:
Were you bullied:	More than a year ago In the last year In the last six months In the last four weeks
I have:	Been bullied verbally/called names /talked about Been bullied physically Been bullied by being ignored Been bullied – other (e.g. nasty messages by mobile phone Been bullied because of my race? Been bullied because of a disability Been bullied because I am gay or people think I am gay Did you report it? Did you get help/support?
In the last 4 weeks have you witnessed someone being bullied?	Yes No
In the last 4 weeks have you been involved in bullying anyone?	Yes No
SAFETY	This part of the survey is about your safety.
I usually feel safe when I am: At school Out with friends At home In Rotherham Town centre On the way to or from school Out by myself On local buses or trains	(Allow one tick only) Never Sometimes Usually Always

Question	Option
SMOKING, DRINKING AND DRUGS	This section is about tobacco, alcohol and some other drugs.
Please tell us if, or how often, you have smoked cigarettes If "Use every month/Use every week/Use every day" is ticked the following supplementary questions to appear	Never Tried it once Use every month * Use every week * Use everyday *
If so how many cigarettes do you usually smoke a day?	1-5 6-10 11-20 20+
Is your home smoke free?	Yes No
Where do you get your cigarettes from?	Local shops Supermarkets From family From friends Other
Do you want help to stop smoking?	Yes No
Please tell us if, or how often, you have drunk alcohol If "Use every month/Use every week/Use every day" is ticked the following supplementary questions to appear	Never Tried it once Use every month * Use every week * Use everyday *
If so, how many units do you usually drink a week? (see information on alcohol units)	1-10 11-20 21-30 31+
Do you want help to stop drinking?	Yes No
Which of the following would you usually drink? Please tick all that apply	Beer Lager Cider Alco pops Wine Spirits (vodka, gin, whisky)
Please tell us if, or how often, you have taken drugs: Used solvents (aerosols, glue) Taken magic mushrooms Taken cannabis Taken ecstasy Taken LSD Taken amphetamines (speed) Taken cocaine Taken heroin	(Allow one tick only) Never Tried it once Use every month * Use every week * Use everyday * If "Use every month/Use every week/Use every day" is ticked the following supplementary questions to appear
Do you want help to stop taking drugs?	Yes No

Question	Option
SEXUAL HEALTH	This section asks about sex and relationship education and what you think about some issues to do with sexual health.
<p>In school I have been taught about these topic:</p> <p>Growing up and changes in my body (puberty) Relationships Contraception Pregnancy Being a parent and child care HIV and AIDS Abortion Chlamydia Sexually Transmitted Infections e.g. Gonorrhoea, Genital Warts, Herpes</p>	<p>Before I was ready At about the right time Too late Don't think I have ever been taught this in school</p>
<p>If I wanted help and advice I would go to:</p> <p>My family doctor A family planning clinic Youth Start Drop in sessions at school Friends Online The school nurse A chemist Parents/carers/family member Young People's advice centre Teacher</p>	<p>Yes</p>

Question	Option
YOUR LOCAL NEIGHBOURHOOD	This part of the questionnaire asks you about the area where you live.
<p>Please tell us how good the following things are in your area</p> <p>Things for young people to do Skate Parks Parks and playgrounds Youth clubs/young people's centres Libraries Museums Arts Centre Theatres The appearance of your area (what is looks like) Sports and leisure facilities Your local bus service Your school Shops</p>	<p>Good OK Not very good Don't know Not applicable</p>
<p>From your house, how easy or difficult is it for you to get to the following</p> <p>Shops Parks and playgrounds Country Parks (e.g. Ulley, Thrybergh, Rother Valley) A bus stop Sports and leisure facilities Youth clubs/young people's centres A library A chemist</p>	<p>(Allow one tick only)</p> <p>Easy Ok Difficult</p>
<p>Which of the following statements best describe the way in which people get on with people from different backgrounds in your area:</p>	<p>(Allow one tick only)</p> <p>Everyone mixes well together with few problems People generally mix okay but there are some problems Different groups keep themselves to themselves but there are few problems People from different groups do not get on well together There are no people in my area from different backgrounds</p>
<p>What other things in Rotherham would you like to see for young people?</p>	

ROTHERHAM BOROUGH COUNCIL – CYP SERVICES SCRUTINY PANEL
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1.	Meeting:	Children and Young People's Services Scrutiny Panel
2.	Date:	Friday 5th February 2010
3.	Title:	Children and Young People's Services Notice to Improve - Progress Update
4.	Directorate:	Children and Young People's Services

5. Summary

On the 16th December 2009, Dawn Primarolo wrote to the Leader of the Council confirming that a Notice to Improve was being served on Rotherham MBC to improve key aspects of its Children and Young People's Services.

This report provides an overview of the progress made since the Notice to Improve was received and identifies areas of good performance and key risks to meeting the stretching targets set for the council and its strategic partners.

6. Recommendations

That the Corporate Management Team:

(a) That the Children and Young People's Scrutiny Panel receives this report.

(b) That the Children and Young People's Scrutiny Panel notes the progress being made against the targets set in the Notice to Improve.

7. Proposals and Details

The key areas for improvement identified agreed in the Notice to Improve are:

- increasing the percentage of referrals that go onto initial assessment;
- increasing the percentage of initial assessments that are completed within seven working days;
- increasing the percentage of core assessments carried out within 35 working days;
- reducing social worker and team manager vacancies to within 10% of the establishment.
- ensuring overall improvements in LAA children's Services and statutory attainment targets during the life of the notice period and finally
- to submit a plan by the end of January 2010 that reduces the numbers of primary schools under the floor targets at Key Stage 2.

Our major area of concern at this moment is the social worker and team manager vacancy levels. Despite a massive recruitment campaign, and targeted adverts, we have had limited success in securing new, permanent staff. We have covered vacancies with Agency Staff but this is only a short term solution and is not sustainable in the longer term due to the lack of continuity and the high costs involved.

A CYPS Improvement Panel has been set up with representatives from the council and partner agencies which meets fortnightly. An independent advisor with expertise in safeguarding has been appointed to support the Chief Executive as Chair to the panel and the Children and Learners Director from GOYH attends the panel in line with the Notice to Improve requirement.

The DCSF and GOYH are meeting the Strategic Director and Assistant Chief Executive on a monthly basis to review progress. The first formal review will be March 2010, another at October 2010 and the final review in March 2011 assuming we are no longer in a 'notice to improve' category. There are clear expectations that we can demonstrate rigorous and robust evidence that improvements made are backed up by comprehensive quality assurance, monitoring and secure evidence.

Our response to the Notice to Improve has been rapid and there are already a significant level of resources, both financial and staffing, committed to help sort out the problems. We are very confident that we will be able to meet the targets set in the Notice to Improve and will be aspiring to demonstrate outstanding practice.

a) **Performance Position**

Notice to Improve Action Plan

The Improvement Panel has an action plan which contains the targets set in the Notice to Improve Plan and supplementary actions which support the delivery of the key areas of improvement identified by Ofsted and the Comprehensive Area Agreement judgement made in 2009.

The current position is that 84% of the Notice to Improve Plan actions are currently rated as green or amber risks, and 16% are rated as red risks.

Headline Performance Indicators

The performance against all three of the social work Initial and Core Assessment national indicators has improved since the Notice to Improve was agreed. However, they are still not meeting their targets so further work is being carried out to increase performance levels.

As at Q2 2009/10 70% of the CYPS related Local Area Agreement (LAA) 2008-11 targets had improved from their baseline positions when the LAA was agreed.

The council is currently working with DCSF on a plan which addresses performance across primary schools with a particular focus on addressing the performance of schools below the floor targets. This sets out how the CYP Service will reduce the number of primary schools currently not meeting floor targets from 13 to 0 by 2011.

Social Worker Vacancy levels

Social workers = 34.2% which is 3% better than the position when the Notice to Improve was agreed

Team Managers = 26.7% which is 5.6% better than the position when the Notice to Improve was agreed

Document Input position

The interim Director of Safeguarding and Corporate Parenting found that a significant amount of documentation relating to social work activities was not loaded into the council's information systems. Additional administrative resources were allocated to clear the backlog both from the CYP Service and from the other council directorates. The social work related unassociated document backlog has been cleared and revised working practices are being introduced to ensure that input targets will be met in the future.

In order to improve the process of loading documents and the updating of information systems the provision of laptops for Social Workers has been reviewed. The action taken has been to revise and accelerate the implementation of the Worksmart programme for social work staff to ensure they have laptops earlier than in the initial schedule and can access systems remotely when not in the office.

Inspections and Recommendations Profile

The profile is attached and contains the number of inspected services within each category that we need to improve in order to meet our overall improvement target. Progress against all inspection recommendations is being monitored and risk assessed. There will be further onsite quality assurance undertaken to assess compliance with statutory and inspection requirements. The council's ability to move the lower performing services into the top performing categories is limited in the timescales set within the CAA for this year and in some cases will not be possible without additional staffing and resources expenditure.

b) Exceptional Performance

Early Years Performance

The three year trend in Early Years for children achieving the threshold measure shows a 13 percentage points increase compared to a national increase of 6 percentage points, making Rotherham the 15th most improved Local Authority and now 2 percentage points above the national position. This strong performance is mirrored in narrowing the gap where Rotherham has made a 10.5 percentage points reduction in the gap to the national average over the last 3 years.

GCSE Performance

The authority was the 13th most improved nationally in terms of last year's GCSE results.

Staff Performance Plans

The Current position based on the plans audited so far is that 81% have been completed which is nearly a 20% improvement. There is further work to do in relation to supervision and to link performance plans to the refreshed CYP single plan but we are on track to achieve the target of 90%.

c) Performance at Risk

Contacts and Referrals Processed by the Council

The inspectors found that a high proportion of social work contacts became referrals that were subsequently judged by social work teams as not requiring further action by the council (NFAs). This is due to the content of the referrals not meeting the council's criteria for further action to be taken. The initial contacts come from members of the public and from our partner agencies and there has been a significant increase in those that relate to domestic violence.

The contacts received from partner agencies are the biggest cause for concern as many of them should not be made or would be better dealt with as part of the Common Assessment framework (CAF).

The action we are taking is to work with partner agencies to ensure that they only submit referrals that meet the threshold criteria. We are also working with them to increase the number of CAFs completed in order to reduce the overall number of

referrals received and more importantly to improve the joint safeguarding by partners of children and young people. This feeds into the improvement strand related to Early Intervention and Prevention.

A qualified social worker has been allocated to work with the CYPS Access Team in order to process as many contacts as possible at point of receipt to prevent them being sent to localities. Particularly those that require no further action to be taken.

A contact that doesn't meet the threshold criteria that enters the system and is subsequently judged to be a NFA referral takes up about an hour of access team / locality manager / locality admin time. The September level was 1086 so a 10% reduction would free up 108.6 hours per month i.e. 3.5 FTEs

Social Work Indicators

As stated above the social work related indicators contained in the Notice to Improve are not currently meeting their targets. These targets are going to be difficult to achieve due the low performance in the first two quarters of 2009/10.

All performance indicators are subject to data cleansing and quality assurance processes to ensure that the currency and accuracy of underlying data is improved. These are being challenged on a weekly basis and audits are being undertaken to identify opportunities to remove ineffective processes and to improve performance.

A corporate performance clinic has been held to examine further action that can be taken to improve performance, and these actions are being addressed by the CYP Service.

NI 68 - Increase the % of referrals of children in need to children's social care going onto initial assessment in line with the current statistical neighbour average/top band performance

These are being closely monitored as part of the work on NFAs as reducing inappropriate referrals and improving the completion will lead to improved performance.

NI 59 - Increase the % of initial assessments for children's social care carried out within 7 working days of referral from the 2008/09 baseline in line with current statistical neighbour average/top band performance

NI 60 - Increase the % of core assessments for children's social care carried out within 35 working days of their commencement from the 2008/09 baseline in line with the current statistical neighbour average/top band performance

The allocation of additional administrative staff has cleared the unassociated document backlog. This will not only speed up the input of documents and robustness of the indicators, but also allows Social Workers to spend less time on administrative duties which is impacting on their ability to meet the timescales for assessments completion. Work is being undertaken by locality managers to rationalise key documents for initial and core assessments to avoid duplication and streamline the process of finalising / signing them off.

Social Worker Vacancy levels

These have reduced since the Notice to Improve was agreed but are still well above the targets set. This is cause for concern both in terms of the pressures it places on locality teams and the high cost of employing agency workers to cover vacant posts.

This issue has been discussed by the CYPS Improvement Panel and will be the subject of a CYPS performance clinic.

Teenage Pregnancy

The strategy and progress made in reducing teenage pregnancy rates in Rotherham target has been discussed previously by the panel and in recognition of its priority there is a target in the Local Area Agreement. This was a nationally set target and while Rotherham is performing well in comparison to our statistical neighbours we are unlikely to hit achieve the required level of reduction.

The difficulty in general of councils meeting this target has been recognised as part of the LAA refresh process this year, and councils have been given the option to take it out of the performance reward grant calculation. However, the nationally set target for Rotherham will still remain and will reduce the overall rate of improvement that we can achieve in line with the Notice to Improve overall LAA target.

d) Data Quality – Internal checks

The auditing of the quality of data and quality assurance of case files has been reviewed and a new monitoring framework is being introduced to ensure that reports are produced on a weekly basis. These reports will focus on completion rates; what action has been taken where targets are not being met; and the lessons learnt where procedure and practices need to be amended.

8. Finance

The DCSF has agreed up to £100,000 financial support to assist with recovery, a further £400,000 has been secured on a regional basis from the RIEP. This funding will be used to supplement social work staffing resources and to employ independent staff to assist in the review and further improvement of and service quality activities.

A review is being conducted of Children and Young People's placements; both Rotherham based and in out of authority facilities. This is focussing on whether the council is getting the best value for money and that the placements are of the required quality.

9. Risks and Uncertainties

The key performance risks are identified in the report and there are service delivery risks associated with the Notice to Improve action plan. Where these are significant, they are being fed into the CYPS risk register. Mitigating actions include developing and monitoring a Programme Plan which includes a series of Projects associated with the change management process. The actions identified in the improvement plan will be incorporated into the relevant project.

10. Policy and Performance Agenda Implications

The Annual Performance Assessment 2008 result was the trigger for the CYPS Review, which was commissioned jointly by the Council and NHS Rotherham. A number of recommendations arose from this review.

On 4th and 5th August, CYPS received an unannounced inspection of its Contact, Referral and Assessment service. The inspection confirmed many issues related to performance, caseload and capacity, quality assurance and described staff as being overwhelmed. Ofsted's recommendation was that we should take immediate action to address the issues raised in order to prevent further decline in service performance, quality and capacity.

Failure to address these issues would impact on the Notice to Improve, the CYPS Comprehensive Area Assessment (CAA), the Council's CAA and could lead to external intervention.

11. Background Papers and Consultation

The Notice To Improve
Ofsted Inspection - Contact, Referral and Assessment, 4th and 5th August 2009
Children First Review and Resource Benchmarking – January to June 2009
CYPS Review Improvement Plan
Comprehensive Area Assessment
CYPS Performance reports
Scrutiny Reviews relating to the CYPS

Contact Name : *Tim Littlewood, Performance and Quality Manager, ext 22766*

No of providers to be good or better in order to move up the RAG status

							Current Scores				
			Total to get to 50%>	Total to get to 65%>	To move to 80%>	Current total of each type of provider	Outstanding	Good	Satisfactory	Inadequate	
Childminders		50.6%	129	-	166	204	255	11	118	126	0
Childcare - Non Domestic Breakdown											
After School		66.7%	6	-	-	7	9	0	6	3	0
Before and After School Care		47.4%	9	10	12	15	19	0	9	10	0
Breakfast Club		0.0%	0	1	1	1	1	0	0	1	0
Children's Centre		80.0%	8	-	-	8	10	0	8	2	0
Creche		50.0%	1	-	2	2	2	0	1	1	0
Day nursery		66.7%	10	-	-	12	15	1	9	5	0
Pre-School Playgroup		45.8%	11	12	16	19	24	0	11	13	0
ALL Childcare - Non Domestic		56.3%	45	-	52	64	80	1	44	35	0
Nursery		95.5%	21	-	-	-	22	7	14	1	0
Primary		64.6%	64	-	64	79	99	14	50	35	0
Secondary		50.0%	8	-	10	13	16	3	5	7	1
Sixth Form (Inc. Special)		72.7%	8	-	-	9	11	3	5	3	0
Special		100.0%	6	-	-	-	6	5	1	0	0
Pupil Referral Unit		25.0%	1	3	3	4	5	0	1	4	0
General FE and Tertiary Colleges		50.0%	1	-	1	2	2	0	1	1	0
Sixth Form College		0.0%	0	1	1	1	1	0	0	1	0
Children's Home		0.0%	0	3	4	5	6	0	0	5	1
LA Fostering Agency		0.0%	0	1	1	1	1	0	0	1	0
LA Adoption Agency		100.0%	1	-	-	-	1	0	1	0	0
Private Fostering Arrangements		0.0%	0	1	1	1	1	0	0	1	0
								44	240	220	2

The numbers above show the total number of providers required to move up to the next RAG status.

Rt Hon Dawn Primarolo MP

Minister of State for Children, Young People and Families.

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0870 0012345 dcsf.ministers@dcsf.gsi.gov.uk

Councillor Roger Stone
Leader of the Council
Rotherham Metropolitan Borough Council
The Town Hall
Moorgate Street
Rotherham
S60 2TH

16 December 2009

Dear Roger,

Subsequent to our meeting on 26 November, I advised you in my letter of 2 December that I was minded to issue Rotherham with an Improvement Notice.

A draft was subsequently shared with your officers and I am grateful for the co-operation afforded to my officials to agree the content. I now enclose the final signed Improvement Notice. As is standard practice, this will be published on the Department for Communities and Local Government's website.

My officials at the DCSF and Government Office for Yorkshire and the Humber will closely monitor progress against actions contained in the Improvement Notice and report directly to me at set intervals. They will write to the Council shortly on this matter. I will consider whether any further intervention action is required at those points. As you know the use of statutory powers of direction remain an option but I know that you and your officers are concentrating your efforts on making necessary improvements and I look forward to hearing of your progress.

I have also considered and agreed to your request for extra support to secure rapid improvements and have asked my officials to work with you on ensuring this support is put in place.

I am copying this letter to those who attended the meeting – Councillor Shaun Wright (Lead Member for Children's Services), Martin Kimber (Chief Executive), Matt Gladstone (Assistant Chief Executive) and Joyce Thacker (Director of Children's Services). I am also copying to the Members of Parliament for the area.

*Yours ever,
Dawn*

DAWN PRIMAROLO



Improvement Notice

To:

Name ROTHERHAM METROPOLITAN BOROUGH COUNCIL

Address The Town Hall, The Crofts, Moorgate Street, Rotherham, South Yorkshire
S60 2TH

This Improvement Notice is being issued due to poor performance/decline in:

Children's services

on the basis of evidence provided by/contained in:

Ofsted's annual assessment 2009, which judged Rotherham's children's services to be "performing poorly".

The following measure(s) are needed for you to comply with this Improvement Notice:

The Council must:

- By March 2010, demonstrate that the necessary structures, processes and corporate support are in place to deliver on the requirements outlined below

Demonstrate clear evidence of improvement in outcomes, evidenced by:

- improvements in the following performance indicators:
 - NI 68 – increase the percentage of referrals to children's social care that go on to initial assessment to 65% by end of March 2010, to 68% by end of October 2010 and to 70% by end of March 2011
 - NI 59 - increase the percentage of initial assessments for children's social care carried out within 7 working days of referral to 80% by end of March 2010, to 85% by end of October 2010 and to 87% by end of March 2011.
 - NI 60 - increase the percentage of core assessments for children's social care carried out within 35 working days of their commencement to 80% by end of March 2010, to 84% by end of October 2010 and to 87% by end of March 2011
- Reduce social worker vacancies from 37.2% (as at 3.12.09) to 20% by October 2010, 10% by March 2011.

- Reduce social work team leader vacancies from 33% (as at 3.12.09) to 16% by October 2010, 8% by March 2011.
- The council is expected to demonstrate overall improvements in LAA indicators relating to children's services and statutory attainment targets through the period of this Improvement Notice
- By the end of January 2010 the council should submit a plan to the DCSF which addresses performance across primary schools with a particular focus on addressing the performance of schools below the floor. The council is expected to implement this plan, as agreed with DCSF and National Strategies, to bring about demonstrable and sustained improvement in primary school standards throughout the term of the Improvement Notice.
- We expect the council to provide independent evidence at the review stages in March 2010 and March 2011 and on an ongoing basis to GOYH that in meeting the timescales for initial and core assessments, the quality of assessments is being monitored closely and is improving consistently. This will include quality assuring the recording of the work to ensure that assessments are of a consistently high standard.
- Robust evidence of both quantitative outcomes and qualitative processes should be provided to GOYH on a monthly basis to report on progress. In addition the council should engage in monthly performance review meetings with DCSF and GOYH

Build capacity and capability to deliver and sustain improvements by:

Ensuring robust leadership and implementation of an effective change programme covering all staff and elected members with a clear focus on improving outcomes for children, particularly in relation to safeguarding:

- Appoint the Director of Children and Learners at GOYH as a member of the Improvement Panel and ensure that the Panel, chaired by the Chief Executive, provides effective challenge, and drives swift and sustainable progress through overseeing a robust action plan
- Rigorously monitor a robust action plan for delivering improvements across children and young people's services, looking in particular at areas of weaknesses highlighted in Ofsted inspections, the Children First review and the 2009 Comprehensive Area Assessment.
- Monitor improvement in children's social care, by establishing a rigorous performance management system which delivers regular monitoring, scrutiny and quality assurance of social care performance
- Increase capacity at all levels within children's social care, in particular by ensuring that there is an effective Senior Management Team responsible for social care and by reducing social worker vacancy rates at all levels.

- Review social workers' responsibilities to ensure that responsibilities are clearly and tightly defined so that no staff carry too wide a range of work. This will need to involve consideration of whether a restructure of children's social care services is necessary
- Develop a comprehensive programme of training, mentoring and continuous professional development for all social care staff so that they have the skills to complete high quality and timely assessments

Developing services and front-line practice:

- Establish and implement an effective policy on the auditing of assessment and referrals so as to ensure managerial involvement in quality assurance.
- Ensure information systems are up to date and accurate and that staff have the capacity and administrative support necessary to input data in a timely fashion
- Implement the council's supervision policy so that all social workers receive supervision in line with the council's policy.
- Embed use of the CAF in practice across children's services so that it is effectively used to inform early intervention.
- Demonstrate improvements in staff satisfaction and in the satisfaction of children and families with the services they receive through the term of the Improvement Notice.

Working with others:

- Establish clear and agreed processes with partners in the Children's Trust and LSCB for contact and referral so that contacts and referrals go to the appropriate team and are dealt with quickly
- Continue to work with National Strategies and National Challenge to improve attainment in all schools and across all Key Stages

Improvement against the above measures will be assessed as follows:

An interim review in March 2010, further review in October 2010, final review March 2011.

by:

The Department for Children, Schools, and Families, who will, on the basis of measurable progress towards the targets outlined above, advise Ministers on any necessary follow-up action.

Failure to comply with this Improvement Notice by the assessment date may lead to:

The Secretary of State for Children, Schools and Families using statutory powers of intervention (s497A Education Act 1996) to direct the Council to enter into an appropriate arrangement to secure the necessary and rapid improvements required in children's services.

Signed: Dawn Andrews Date: 16/12/09

Performance Measures

Date of update 12th January 2010

Objective	Key Actions	Measures			Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
		Baseline	Current performance	Targets					
Staying Safe - Performance									
	NI 68 - Increase the % of referrals of children in need to children's social care going onto initial assessment in line with the current statistical neighbour average/top band performance (mid range is good performance)	57.6% (2008/09) (2270/3940)	57.91% (1413/2440) (9.12.09)	65% March 2010 68% October 2010 70% March 2011	Lyn Burns	Not on target but improved from baseline		All performance indicators are subject to data cleansing and quality assurance processes to ensure that the currency and accuracy of underlying data is improved. These are being challenged on a weekly basis and audits are being undertaken to identify opportunities to remove ineffective processes and to improve performance. NI 68 Initial assessments are being closely monitored as part of the work on NFAs as reducing inappropriate referrals and improving the completion will lead to improved performance.	Social Work
Improvement Notice	NI 59 - Increase the % of initial assessments for children's social care carried out within 7 working days of referral from the 2008/09 baseline in line with current statistical neighbour average/top band performance (high is good performance)	77.8% (2008/09) (1767/2270)	73.96% (1045/1413) (9.12.09)	80% March 2010 85% October 2010 87% March 2011	Lyn Burns	Not on target and worse than baseline		NI 59 and NI 60 - the allocation of additional administrative staff has cleared the bulk of the unassociated document backlog and will not only speed up the input of documents and robustness of the indicators but also has allowed Social Workers to spend less time on administrative duties which is impacting on their ability to meet the timescales for assessments completion. Work is being undertaken by locality managers to rationalise key documents for initial and core assessments to avoid duplication and streamline the process of finalising / signing them off.	Social Work
Improvement Notice	NI 60 - Increase the % of core assessments for children's social care carried out within 35 working days of their commencement from the 2008/09 baseline in line with the current statistical neighbour average/top band performance (high is good performance)	84.9% (2008/09) (276/325)	73.02% (157/215) (9.12.09)	80% March 2010 84% October 2010 87% March 2011	Lyn Burns	Not on target and worse than baseline			Social Work
LAA 2008-2011 Being Healthy; Enjoying and Achieving; Achieving Economic Wellbeing; Making A Positive Contribution - Performance									
Overall improvements in LAA indicators relating to children's services and statutory attainment targets through the period of this Improvement Notice	Overall improvement to be made against all CYP related LAA measures	Baseline for measures is the agreed position when the LAA refresh was finished in March 2009	70% Improved from baseline as at Q2 2009/10	>65% improved from baseline March 2011	Rotherham MBC / LSP Partners	Improvement rate is currently above target		The improvement rate is positive but there needs to be improved performance in relation to the LAA targets. The economic downturn has had a significant impact on performance against individual Nis in the LAA which will be picked up in the LAA refresh process for which will determine the final year targets for 2010/11	Performance and all Workstreams

Operational Targets

Objective	Key Actions	Measures	Targets	Target Date	Lead	Completion Status Y/N	RAG	Performance Commentary	Lead Workstream(s)
		Baseline	Targets						
1. Staying Safe - Social Work Practice and Process									
Establish and implement an effective policy on the auditing of assessment and referrals so as to ensure managerial involvement in quality assurance	Implement an improved quality assurance framework for assessments and referrals	Each Team Manager audits 3 files per month as per guidance. Locality Managers to audit 3 files per month and 5 NFA Audits	100% compliance with the policy	Ongoing	Lyn Burns	N	Orange	The previous monitoring system was not adequate. A new system has been put in place which provides weekly monitoring and reporting on a locality by locality basis.	Social Work
	Conduct a review on all NFA cases to quality assure the high level of 'no further action' decisions being taken	NFA Contacts and Referrals 1.4.2009 to 9.12.2009 33.18% Total Contacts 11.12% Total Referrals	10% reduction in overall contact and referrals which result in NFA by March 2010	November 2009	Lyn Burns	Y	Green	Review completed and report discussed at SCPMT. The outcomes of the review are being fed into the review of fieldwork staffing and responsibilities and improved contact and referral processing. NFA Contacts and Referrals 1.4.2009 to 9.12.2009 Total Contacts = 9892 of which 3282 were NFA = 33.18% Total Referrals = 2411 of which 268 NFA = 11.12% Note that of the 9892 contacts 436 have no outcome recorded = 436/9892 = 4.41% A qualified Social Worker has been allocated to work directly with the Access team to filter out Contacts / Referrals that don't meet threshold criteria to avoid them being passed to localities; awareness raising with partners about the application of thresholds and protocol; joint working with the police on domestic violence related referrals, business processes are being reviewed to improve processing, a bid for LAA performance reward grant has been made to improve contact and referral processing	Social Work
	Conduct Business Process re-engineering exercise on current practices in relation to Assessments and Referrals in line with best practice to enhance performance	Practices in relation to Assessments and Referrals in need of review	Business process Re-engineering process completed	January 2010	John Dunn, RBT / Rebecca Wragg	N	Green	Discussed ownership with JW, LB and Lyn Turner to agree approach and involvement, workshops w/c 14/12. A practice audit is being undertaken on contact and referral handling and timelines. This has started in the Maltby and Swinton localities and will be undertaken in each locality to ensure a comprehensive view of current practice and the application of key thresholds is obtained. Any identified process improvements will be implemented as soon as they are identified.	ICT
Embed use of the CAF in practice across children's services so that it is effectively used to inform early intervention	Improve quality and completion levels of CAFs	Between January 2006 and July 2009 there have been 976 CAFs completed in Rotherham.	Target for CAFs to be completed per year to be set in conjunction with partners	January 2010	Simon Perry / Sarah Whittle	N	Red	The Common Assessment Framework (CAF) went live in Rotherham on 03.09.07. At that time there were 22 CAF trainers who delivered training to 1135 practitioners and completed 540 briefing sessions. Further CAF training is to be undertaken with partners led by the Safeguarding Manager in conjunction with the Early intervention Workstream. Ongoing future training delivery to be incorporated in TRL development activity within Learning Communities. A specific CAF worker has been appointed and the Safe and wellbeing protocol guidance has been updated and endorsed by The Policy and Procedure group and will be submitted to the CYP Board on the 3rd February for final approval. This will then be launched on the 6th April as part of the LSP early intervention improvement programme.	Early Intervention
	Update Multi Agency Safe & Well Protocol and Practice Guidance	Original Safe and Well Protocol launched in 2006.	Update of Protocol Competed	January 2010	Lyn Burns/ Simon Perry	N	Green	The Protocol has been updated and was endorsed by the RSCB Policy and Procedure Group on 13th November 2009. Continuum of Need Chart ratified by CYP Board on 9th December and issued to all staff/partner agencies.	Social Work
	High profile re-launch to ensure consistency in Thresholds for intervention across all agencies.	Original Safe and Well Protocol launched in 2006.	Protocol updated and relaunched	January 2010	Lyn Burns/ Simon Perry	N	Green	There will be a high profile launch of the protocol in April 2010 to address inconsistencies in application of thresholds.	Social Work

Operational Targets

Objective	Key Actions	Measures		Target Date	Lead	Completion Status Y/N	RAG	Performance Commentary	Lead Workstream(s)
		Baseline	Targets						
1. Staying Safe - Social Work Practice and Process									
Monitor improvement in children's social care, by establishing a rigorous performance management system which delivers regular monitoring, scrutiny and quality assurance of social care performance	Ensure that all children's homes are compliant with regulatory requirements	1 - St Edmunds	No inadequate children's homes	December 2009	Lyn Burns	N		1 home is currently inadequate an improvement plan agreed with Ofsted on the 26-11-2009 is in place which is being closely monitored. The issue around the number of agency staff having to be used is being addressed by enhancing the level of permanent staff with the appropriate qualifications and the introduction of an additional social worker to monitor compliance and support improvement.	Social Work
	Introduce monthly safeguarding report card to CYP Directorate Leadership Team, Corporate Management Team, Safeguarding Board and Children and Young People's Board.	Safeguarding focused performance scorecard required	12 reports per year	November 2009	Julie Westwood	Y		The Safeguarding report card has been approved and adopted by the Improvement Panel, CYP Board and Locality Teams.	Performance
	Conduct a self assessment using the Safeguarding Inspection Criteria to identify any areas for development prior to inspection	Initial work started	Assessment completed and approved	November 2009	Lyn Burns / All Managers / Performance and Quality	N		Initial Self Assessment completed which will be validated and updated on a monthly basis.	Social Work
	Improve quality of serious case reviews to ensure all judged adequate or better	Two of Four judged inadequate	All future SCRs to be rated good or better	Ongoing	Catherine Hall	N		An improved operational framework has been implemented taking account lessons learned and best practice. As part of the implementation plan IMR training has been undertaken by 60 plus staff. All outstanding recommendations from previous SCRs are tracked in a monitoring plan and risk assessments of SCRs currently awaiting judgements have all been risk assessed.	Social Work
	Ensure that all actions from recommendations from SCRs are implemented and that evidence is provided to ensure robust audit trail.	Baseline 37 Actions	Number of recommendations in red status = 0.	January 2010	Joyce Thacker Catherine Hall Phil Morris	N		QA discussed with GOYH 5.11.09. P&Q Panel established to review completion of recommendations and audit evidence. Additional audit resource offered from NHSR.	Social Work
	Permanent Safeguarding Manager to be in post	1 individual working 2 days a week conducting safeguarding manager duties	Safeguarding Manager in post	February 2010	Joyce Thacker	N		Post went out to advert w/c 14.12.09 with a closing date of 29th January. Interviews are scheduled for February.	Workforce
	Conduct robust quality assurance checks on information systems to ensure that contacts, referrals and the status of investigations, assessments and plans are up to date	Quality assurance and audits require improved performance framework	% of monthly supervision checks conducted - 100% Number and % of adequate data quality checks conducted - 100%	Ongoing	Lyn Burns	N		A single QA/Audit Framework has been implemented which will cover all aspects of this action. The first report on the QA outcomes will be presented to the next improvement panel.	Social Work
Review social workers' responsibilities to ensure that responsibilities are clearly and tightly defined so that no staff carry too wide a range of work. This will need to involve consideration of whether a restructure of children's social care services is necessary	Undertake Fieldwork Review and implement improved operational structure	The remaining priority action to be addressed	Fully reviewed social care infrastructure in place	Feb 2010	Lyn Burns	N		Interim director appointed and family finding previously undertaken by locality social workers is now undertaken by the Adoption Team. Additional administrative staff have been allocated to localities to reduce the amount of administrative duties that social workers were previously responsible for performing. The terms of reference for the fieldwork review were agreed and the last Fieldwork review meeting was held on the 8th January 2010	Social Work / Workforce

Operational Targets

Objective	Key Actions	Measures		Target Date	Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
		Baseline	Targets						
2. Enjoying and Achieving - Practice and Process									
Improve Performance across primary schools with a particular focus on addressing the performance of schools below the floor targets	Submit a plan to the DCSF which addresses performance across primary schools with a particular focus on addressing the performance of schools below the floor targets	Existing plan in need of review	Plan Agreed With DCSF	End of January 2010	David Light	N		David Light is currently producing an update based on the performance across primary schools plan.	Enjoying and Achieving
	Implement this plan, as agreed with DCSF and National Strategies, to bring about demonstrable and sustained improvement in primary school standards throughout the term of the Improvement Notice.	13 Primary schools below floor targets	Primary schools below floor targets target to be agreed upon plan submission to DCSF	March 2010 October 2010 March 2011	David Light	N			Enjoying and Achieving

Objective	Key Actions	Measures		Target Date	Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
		Baseline	Targets						
3. Leadership and Management / Capacity Building / Support									
Build capacity and capability to deliver and sustain improvement	Obtain external funding from Regional Improvement Efficiency Programme/DCSF including sector led expertise as required	No funding agreed	Funding obtained and apportioned	December 2009	Matthew Gladstone	Y		£400K agreed for Yorkshire and Humber work. Currently being allocated to priority improvement actions. DCSF allocated £100,000 to support improvement	Finance
Develop a comprehensive programme of training, mentoring and continuous professional development for all social care staff so that they have the skills to complete high quality and timely assessments	Director of Children's Services holds monthly 1:1 challenge meetings with each Service Director covering all aspects of performance	Monthly supervisions currently in place	12 challenge meetings per year per director	December 2009	Joyce Thacker	Y		Monthly supervisions and PDRs use Transformational Skills competencies. Audit of files and report presented 19.11.09 to DLT.	Workforce
	Improve induction process for CYPS	Induction process for CYPS inconsistent	Induction process for CYPS consistently adhered to and monitored	January 2010	Lyn Burns/ Warren Carratt	N		Performance management training around NI is being authored by Deb Johnson/Tim Littlewood. WC in talks with finance and HR about budget management and PDR/supervision training being piloted and then adapted as induction programme, along with performance management training. Supervision guidance being launched for whole of CYPS.	Workforce
	Ensure that accountabilities for each individual are being reinforced through consistently applied PDR's to ensure staff have a satisfactory Performance Plan.	62%	90%	January 2010	Julie Westwood/ Warren Carratt	Y		The Current position based on the plans audited so far is that 81% have been completed which is nearly a 20% improvement. There is further work to do in relation to supervision and to link performance plans to the refreshed CYP single plan but we are on track to achieve the target. A report will be presented to the improvement panel on the 15.1.2010	Workforce / Performance
Demonstrate improvements in staff satisfaction and in the satisfaction of children and families with the services they receive through the term of the Improvement Notice	Improve outcomes of CYPS satisfaction surveys	Employee Opinion Survey TBC LAC reviews TBC Audit Commission in Schools Survey TBC Social Worker Survey TBC	Employee Opinion Survey TBC LAC reviews TBC Audit Commission in Schools Survey TBC Social Worker Survey TBC	March 2010 Oct 2010 and March 2011	Julie Westwood/ Warren Carratt	N/A	N/A	Baseline and targets currently being set.	Workforce and all Workstreams

Operational Targets

Objective	Key Actions	Measures Baseline	Targets	Target Date	Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
4. Performance Management									
Improve Annual Children's Service Scores Profile to Performing well by 2011 through implementation of all outstanding recommendations and improvement of inspection scores to good or better	Continually assess the position in relation to all outstanding external inspection recommendations including all those listed in CAA Blocks A and B	Performing Poorly	90% of recommendations met in original timescale 12 reports per year	Quarterly	Julie Westwood	Y		Recommendations from key high risk inspections being input. Visits undertaken to Early Years and SES to examine recording systems already deployed. These have been found to be satisfactory. There will be on site visits to validate the implementation of recommendations and the state of readiness in terms of achieving a positive outcome in the next inspection.	Performance
	Introduce robust monthly monitoring arrangements to ensure implementation of all outstanding inspection recommendations from all inspections in original timescales	Inspection recommendations from key inspections are being monitored but reports need to include all inspected services	90% of recommendations met in original timescale 12 reports per year	Quarterly	Julie Westwood	N		All inspection recommendations (with the exception of schools and childminders which have an established monitoring system) are being entered into the reconfigured CYP inspections monitoring database. Monitoring reports will be presented quarterly to each Improvement Panel Meeting.	Social Work / Performance
	Conduct a minimum of 2 mock unannounced inspections, in line with the Ofsted criteria per quarter	0	Minimum of 2 mock inspections per quarter to have been conducted	Quarterly	Julie Westwood/Lyn Burns	N		To commence in January 2010.	Social Work / Performance
	Improve CYP Performance Profile rating for Block A by increasing % of inspected services rated "good or better"	Performing Poorly (bottom band for both PRU and Children's Homes) 54.9%	Performing Well (65% - 79% categorised as outstanding or good)	Quarterly	Julie Westwood	N		Discussed with SES regarding harder test on schools. This is of concern and a report will present the issues and suggested solutions. 55.4% profile as at 3.12.09 Report due 28th January 2010.	Performance
	Improve CYP Performance Profile rating for Block B by: Ensuring majority of inspected scores are rated "good or better" for safeguarding LAC and SCRs	Fostering - Satisfactory SCRs 2/4 judged inadequate	Fostering - Good All future SCRs rated adequate or better	Quarterly	Julie Westwood	N		Fostering satisfactory. Safeguarding self-assessment workshop held 6.11.09 and document in production with gap analysis.	Performance
	Improve CYP Performance Profile rating for Block C by improving NI performance	Not In line with or better than statistical neighbours and the national position	In line with or better than statistical neighbours and the national position	Quarterly	Julie Westwood	N		Improvement plans are in place for NIs and where targets are not being met performance clinics are held to identify areas where further improvement can be made. An analysis of the rate of improvement against each NI block will be presented to the Improvement Panel on the 15.1.2010.	Performance
	Ensure quarterly reporting on the Children's Services Performance Profile on their release clearly outlining areas of risk and potential impact	Report on Quarter 2 profile prepared	4 reports per year and improvement in each service block	Quarterly	Julie Westwood	N		Risks will be incorporated in more detail from Q3. Ofsted still not published Q3 performance profile.	Performance
	Implement all the recommendations arising from the Children's First review undertaken using the DCSF Improvement Framework	67% when Improvement Notice Made	100% of recommendations implemented	March 2010	Julie Westwood	N		Reports on progress will be presented quarterly to each Improvement Panel meeting and future actions are being incorporated in the refresh of the CYP Single Plan. Update end of January 2010	Performance
Ensure that the Panel, chaired by the Chief Executive, provides effective challenge, and drives swift and sustainable progress through overseeing a robust action plan	Appoint the Director of Children and Learners at GOYH as a member of the Improvement Panel	N/A	Director of Children and learners at GOYH to attend CYP Improvement Panel meetings	December 2009	Joyce Thacker	Y		Director of Children and Learners at GOYH attended panel meeting 14th December 2009	Performance

Objective	Key Actions	Measures Baseline	Targets	Target Date	Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
6. Finance									
Strengthen financial management arrangements to ensure they are fit for purpose and financial targets 09/10 are met	Tackle the existing overspend in Directorate (particularly Social Care)	£4.5m overspend	Corporate Variance on target 2% +/-	March 2010	Joyce Thacker	N		Savings identified to bring underspend under £4M. Potential savings of £1M are currently being evaluated.	Finance

	Address the under funding issues in Social Care and School Effectiveness Service	In 2008/09 the gap was £8.3m. In 2008/09 had narrowed to £6.8m.	Close the gap against statistical neighbours average spend for CYP Services	March 2010	Joyce Thacker	N		Schools Forum agreed to £400K from April 2010 for School Effectiveness. VFM Panel considering Social Care under funding and the investment proposal for CYP as a whole will be considered by Cabinet/CMT in January.	Finance
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Operational Targets

Objective	Key Actions	Measures Baseline	Targets	Target Date	Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
7. Recruitment and Retention									
Increase the capacity of social carers to ensure effective services to safeguard vulnerable children	Reduce the vacancy rate of qualified social workers from the December 2009 baseline to meet the improvement notice target	37.2% 16th December 2009	20% vacancy rate by October 2010 10% vacancy rate by March 2011	October 2010	Lyn Burns	N		Vacancy level of 37.2% (30.7/82.5) Locality Fieldworkers and Children's Disability. A directorate Performance Clinic is to be held in January to identify additional actions that can be taken to reduce vacancy levels.	Social Care / Workforce
	Reduce the vacancy rate of team managers from the December 2009 baseline to meet the improvement notice target	33% 16th December 2009	16% vacancy rate by October 2010 8% vacancy rate by March 2011	October 2010	Lyn Burns	N		Vacancy level of 33% (5/15) Locality and Children's Disability	Social Care / Workforce
	Recruit 30 new Foster Carers	126 (January 2009)	156	March 2010	Lyn Burns	N		Projected net gain of 15 by 31-3-10 (36 new and 21 leavers). Analysis of reasons for leaving an lessons provided in January to updated quarterly.	Social Care / Workforce
	Reduce the over reliance on agency staff	2009/10 spend to date = £494,737.55 (6 months)	Target to be determined	October 2010	Lyn Burns	N		Use of agency staff report to Cabinet/CMT on 8.12.09. Regular position updates being provided for Strategic Director	Workforce / Finance
	Increase the number of additional administrative staff within the Directorate to free up time of social workers and assess impact to inform future budgets	7.9 FTE additional admin staff transferred into the Directorate to provide support and 7 admin agency staff.	Impact Assessment completed	December 2009	Julie Westwood	Y		7 additional Agency administrative staff have been allocated. Staff from other directorates have been allocated to supplement locality resources (4 EDS, 3 CEX, 4 CYPs - equating to 7.9 FTEs. The additional resource has had a positive impact and the budgetary impact of continuing with this additional resource on a permanent is contained in the business case for the VFM review. In terms of staff development this has also been a positive process and 2 EDS staff have now been appointed to CYP on a permanent basis.	Workforce / Finance

Objective	Key Actions	Measures Baseline	Targets	Target Date	Lead	Status	RAG	Performance Commentary	Lead Workstream(s)
8. ICT									
Improve information systems to enable social workers/managers to process and access assessments and plans and transfer of case information on vulnerable children in a timely, accurate manner.	Increase email 'in box' capacity for managers	Inspectors recommendation	Resolve Issues raised	November 2009	Julie Westwood	Y		Capacity was affected by the large size of performance reports being emailed which resulted in Social Workers email storage level being exceeded . Reports are now placed on an ePortal for managers and Social Workers to access which means that 'in box' capacity is now adequate.	Performance / ICT
	Revise and accelerate the implementation of the corporate agile working programme for social work staff	Social Work teams in a later phase of the council's agile working programme - Worksmart.	Prioritise Social Work teams in the Worksmart programme. 106 Laptops and VPN tokens to be issued	January 2009	RBT	Y		106 individuals identified, 47 have been issued with laptops and VPN tokens as at 07/12. The ICT workstream and Locality Managers are working together to ensure the remaining 59 individuals are issued with laptops and VPN tokens. The use of voice recognition software is being piloted to assess if this will reduce the time social workers have to spend on typing up case notes and speed up the input process of documents into social care recoding systems.	ICT

CHILDREN AND YOUNG PEOPLE'S SERVICES SCRUTINY PANEL
Friday, 22nd January, 2010

Present:- Councillor G. A. Russell (in the Chair); The Mayor (Councillor Ali) and Councillors Dodson, Fenoughty, Kaye and License.

Also in attendance were co-opted members Mr. M. Hall and Mrs. J. Blanch-Nicholson.

Apologies for absence were received from Councillors Burton, Donaldson, Falvey, Hughes, Sharp and Sims and from co-opted members Mrs. T. Guest, Parish Councillor Mrs. P. Wade, Mr. C. A. Marvin, Mrs. K. Muscroft and Mrs. L. Pitchley.

95. DECLARATIONS OF INTEREST

There were no declarations of interest made at this meeting.

96. QUESTIONS FROM THE PRESS AND PUBLIC

There were no questions from members of the public or the press.

97. MATTERS REFERRED FROM THE YOUTH CABINET

The Scrutiny Panel noted that the Youth Cabinet was continuing to make good progress with its study of the Personal, Social and Health Education (PSHE) curriculum. The Youth Cabinet had arranged further visits to discuss this subject with staff in various schools.

98. COMMUNICATIONS

(1) Scrutiny Review of the Closure of Schools during periods of inclement weather and heavy snow fall – it was agreed that a short scrutiny review be undertaken of this issue, with the Review Group comprising Councillors Kaye and G. A. Russell and Mr. M. Hall (co-opted member).

(2) The Scrutiny Panel noted the contents of a letter dated 16th December, 2009, addressed to the Leader of the Council, from the Rt. Hon. Dawn Primarolo MP, Minister of State for Children, Young People and Families; included with the letter was the Improvement Notice being served upon this Council in respect of performance in Children's Services.

99. CHILDREN AND YOUNG PEOPLE'S SERVICES - REVENUE BUDGET 2009/2010 MONITORING REPORT

Consideration was given to a report presented by the Finance Manager providing details of expenditure, income and the net budget position for the Children and Young People's Services Directorate compared to the profiled budgets for the period ending 30th November, 2009 and the projected year end outturn position for the 2009/10 financial year. Currently the Directorate is forecasting an overspend of £4.084m.

Discussion took place on the following issues:-

- moratorium on spending within the Directorate;
- identifying all possible areas for savings;
- the recent value for money review (Minute No. 107 below refers);
- the availability of resources to meet unpredictable demand (eg: looked after children);
- cost of social work staff from external agencies;
- the budget for youth and community services;
- Section 17 budget (children in need).

The Scrutiny Panel also discussed the cost of recruiting social workers from external, private agencies and whether local authorities ought to make joint arrangements in order to try and reduce costs. It was agreed that the unit costs of the use agency social workers ought to be considered further as part of the budget process.

Resolved:- (1) That the report be received and its contents noted.

(2) That the current forecast outturn position for the Directorate based on actual costs and income to 30th November 2009 and forecast costs and income to 31st March 2010 be noted.

(3) That further consideration of the current year's and of the 2010/11 budgets for Children and Young People's Services be undertaken at this Scrutiny Panel's next meeting, to be held on 5th February, 2010.

100. MINUTES OF THE PREVIOUS MEETING OF THE CHILDREN AND YOUNG PEOPLE'S SCRUTINY PANEL HELD ON 27TH NOVEMBER, 2009

Resolved:- That the minutes of the previous meeting of the Children and Young People's Scrutiny Panel held on 27th November, 2009 be approved as a correct record for signature by the Chairman.

101. MINUTES OF MEETINGS OF THE CABINET MEMBER AND ADVISERS FOR CHILDREN AND YOUNG PEOPLE'S SERVICES

Resolved:- That the contents of the minutes of the meetings of the Cabinet Member and Advisers for Children and Young People's Services, held on 18th November, 2009, 24th November, 2009, 2nd December, 2009, 8th December, 2009 and on 16th December, 2009, be noted.

102. MINUTES OF A MEETING OF THE LOOKED AFTER CHILDREN SCRUTINY SUB-PANEL HELD ON 2ND DECEMBER, 2009

Resolved:- That the contents of the minutes of the meeting of the Looked After Children Scrutiny Sub-Panel held on 2nd December, 2009 be noted.

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103. MINUTES OF A MEETING OF THE CHILDREN'S BOARD HELD ON 9TH DECEMBER, 2009

Resolved:- That the contents of the minutes of the meeting of the Children's Board held on 9th December, 2009 be noted.

104. MINUTES OF A MEETING OF THE PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE HELD ON 20TH NOVEMBER, 2009

Resolved:- That the contents of the minutes of the meeting of the Performance and Scrutiny Overview Committee held on 20th November, 2009, be noted.

105. ROTHERHAM PARENTING STRATEGY

Consideration was given to a report presented by the Strategic Lead for Attendance and Parenting, about the Rotherham Parenting Strategy which contained Rotherham's commitment to supporting mothers, fathers and carers, recognising the important influence they have on a child's development, achievements and self-esteem.

The report stated that the parenting support, developing out of the Strategy, demanded that account be taken of the needs of all vulnerable groups. A parent or carer can expect to receive a level of service depending on their needs, or the needs of their children. There will be a range of parenting support in each neighbourhood. Rotherham's Parenting Strategy will be delivering on a four tier intervention model, as follows:-

- Level 1 – Universal
- Level 2 – Co-ordinated Early Intervention
- Level 3 – Complex Support
- Level 4 – Intensive Support

The report included general definitions of each level and identified key agencies delivering support. The list of providers was not exhaustive and might change over time. It was anticipated that each neighbourhood's Parenting Champion will update the information and inform locality teams.

The Scrutiny Panel welcomed a group of parents, most of whom were participating in the Families and Schools Together (F.A.S.T.) programme based in Catcliffe. Each parent explained the way in which this innovative project had helped to develop and improve aspects of their family life. Also attending this meeting was a parent who received services from the Family Intervention Project and one who had taken part in the Carnegie parenting programme.

The Scrutiny Panel's discussion of this issue included the following salient points:-

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- the content and purpose of home to school agreements;
- the Carnegie parenting programme;
- engaging with parents, the parents forum and parental influence upon the Strategy;
- Parenting Early Intervention Project;
- the F.A.S.T. programme at Catcliffe, which already had many parents awaiting the availability of places in the future;
- anti-social behaviour family intervention projects (FIP); Court orders sometimes required attendance at such projects;
- Working with Parents National Occupational Standards and Training;
- the role of Parent Support Advisers;
- the funding of the parenting intervention and support projects, which would end in March, 2011 and the need to find alternative methods of funding (possibly mainstream funding) to enable the projects to continue beyond that date.

Resolved:- (1) That the report be received and its contents noted.

(2) That the group of parents be thanked for their contributions to today's meeting and for their continuing support for the Rotherham Parenting Strategy.

(3) That a further report about the strategy for early intervention be submitted to a meeting of this Scrutiny Panel in March or April, 2010.

(4) That this Scrutiny Panel shall give further consideration to the need for continued funding for parenting intervention and support projects, at its next meeting on 5th February, 2010, during consideration of the 2010/2011 budget for Children and Young People's Services.

(5) That a progress report about the Rotherham Parenting Strategy be submitted to a meeting of the Children and Young People's Scrutiny Panel in six months' time.

106. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972 as amended (information relating to financial or business affairs).

107. MINUTES OF A MEETING OF THE CHILDREN AND YOUNG PEOPLE'S SERVICES - VALUE FOR MONEY BUDGET REVIEW GROUP HELD ON 30TH NOVEMBER 2009

The Scrutiny Panel noted the contents of the minutes of the meeting of the Children and Young People's Services Value for Money Budget Review Group held on 30th November, 2009.

**CABINET MEMBER FOR CHILDREN AND YOUNG PEOPLE'S SERVICES
12th January, 2010**

Present:- Councillor S. Wright (in the Chair); and Councillor Littleboy.

Apologies for absence were received from Councillors Currie, Havenhand and Tweed.

D102. APPOINTMENT OF LEA SCHOOL GOVERNORS

Pursuant to Minute No. C50 of January 2000, consideration was given to nominations received to fill Local Authority vacancies on school governing bodies.

Resolved:- That, with the effective date of appointment as shown, the following appointments be made to school governing bodies, subject to satisfactory checks being undertaken:-

New Appointments

Brinsworth Manor Infant	Mr. C. A. (Tony) Marvin	12.01.2010
Wath Saint Pius X High	Mr. Malcolm Dainty	12.01.2010

Re-appointments

East Dene Junior and Infant	Mr. Raymond Griffiths MBE	24.01.2010
Harthill Primary	Mr. David Hall	03.03.2010
Laughton Junior and Infant	Mr. James W. Horsfield	24.01.2010
Kelford Special School	Mrs. Caroline Filby	24.01.2010
Newman Special School	Mr. Stuart Bowes	24.01.2010

**CABINET MEMBER FOR CHILDREN AND YOUNG PEOPLE'S SERVICES
Wednesday, 20th January, 2010**

Present:- Councillor S. Wright (in the Chair); and Councillor Currie.

Apologies for absence were received from Councillors Havenhand and Tweed.

**D103. MINUTES OF THE PREVIOUS MEETINGS HELD ON 16TH
DECEMBER, 2009 AND ON 12TH JANUARY, 2010**

Resolved:- That the minutes of the meetings held on 16th December, 2009 and on 12th January, 2010 be approved as correct records.

**D104. MINUTES OF A MEETING OF THE CHILDREN'S BOARD HELD ON
9TH DECEMBER, 2009**

Resolved:- That the minutes of the previous meeting held on 16th December, 2009 be approved as a correct record.

**D105. CHILDREN AND YOUNG PEOPLE'S SERVICES - REVENUE BUDGET
MONITORING REPORT 2009/2010**

Consideration was given to a report presented by the Finance Manager providing details of expenditure, income and the net budget position for the Children and Young People's Services Directorate compared to the profiled budgets for the period ending 30th November, 2009 and the projected year end outturn position for the 2009/10 financial year. Currently the Directorate is forecasting an overspend of £4.084m.

Resolved:- (1) That the report be received and its contents noted.

(2) That the current forecast outturn position for the Directorate based on actual costs and income to 30th November 2009 and forecast costs and income to 31st March 2010 be noted.

**D106. SAFE AND WELL PRACTICE GUIDANCE: INTEGRATED WORKING
WITH CHILDREN AND YOUNG PEOPLE WITH ADDITIONAL OR
COMPLEX NEEDS**

Consideration was given to a report presented by the Interim Safeguarding Children's Board Manager stating that the Safe and Well Practice Guidance has been revised and now combines the two previous Safe and Well documents: the protocol and the practice guidance (2006).

The report stated that from birth, all children become involved with a variety of different voluntary and statutory agencies, particularly in relation to their health, day care and educational development. A range of workers from universal services including midwives, health visitors, general

practitioners, nursery staff, teachers and voluntary sector workers, all have a role in promoting their welfare. Universal services are available to all children and families and are accessed without the need for a referral. Most children and young people make progress through contact with these universal services, without requiring additional support. However, some children and young people have additional or complex needs and these are most likely to be identified by workers in universal services.

Once additional needs are identified, the worker has a responsibility to assess which level of intervention, assessment and service provision is required and to liaise with other services and agencies as appropriate, in order to improve the outcomes for them. The Safe and Well document provides support and guidance to all staff across all agencies and ensures that children in Rotherham receive transparent, timely and appropriate services.

Resolved:- (1) That the report be received and its contents noted.

(2) That the proposal to amalgamate the two documents (the protocol and the practice guidance) be endorsed.

(3) That support be given to a robust dissemination programme to ensure that all agencies in Rotherham are aware of the Safe and Well protocol.

(4) That the appropriate officers ensure that a dynamic training programme is delivered to assure Safeguarding Children Board and the Borough Council that children in Rotherham are protected from harm.

**D107. H.M. GOVERNMENT RESPONSE TO THE LORD LAMING REPORT -
THE NEXT STAGE**

Further to Minute No. 49 of the meeting of the Cabinet Member and Advisers for Children and Young People's Services held on 9th September, 2009, consideration was given to a report presented by the Interim Safeguarding Children's Board Manager on the implications of the findings of the Lord Laming report about the protection of children from harm. The multi-agency action plan, which was appended to the submitted report, had been given a 'RAG Status' (Red, Amber, Green) based on a further assessment of Rotherham's continuing position. It was noted that the Safeguarding Children Board has made suggestions as to which group or agency should take forward the remaining issues.

Resolved:- (1) That the report and action plan be received and their contents noted.

(2) That the multi-agency plan be endorsed and partner agencies be supported with their self-assessment of compliance with Section 11 of the Children Act 2004.

(3) That the proposal that the Safeguarding Children Board, via the

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Practice Standards Sub-Group, shall quality assure all Section 11 self assessment processes be supported.

(4) That reports of progress from the agencies throughout the Rotherham Borough area continue to be submitted to the Cabinet Member and Advisers for Children and Young People's Services at quarterly intervals.

**D108. CHILDREN AND YOUNG PEOPLE'S SERVICES - IMPROVEMENT
PLAN UPDATE**

Further to Minute No. D99 of the meeting of the Cabinet Member and Advisers for Children and Young People's Services held on 16th December, 2009, consideration was given to a report presented by the Strategic Director of Children and Young People's Services concerning the Children and Young People's Services' Improvement Plan summary. Members noted that detailed regular monitoring takes place against a number of actions across several themes. The report had also been submitted to the Improvement Panel, chaired by the Council's Chief Executive.

Members also considered the contents of the Notice to Improve, issued during December, 2009 by the Minister of State for Children, Young People and Families. Issues identified in the Notice to Improve would also be incorporated into the Improvement Plan.

Resolved:- (1) That the report be received and its contents noted.

(2) That the progress being made with the Children and Young People's Services' Improvement Plan, as now reported, be noted.

(3) That progress reports on the Improvement Plan continue to be submitted to meetings of the Cabinet Member and Advisers for Children and Young People's Services.

**D109. EUROPEAN STRUCTURAL FUNDS (ESF) 2007-2013 - 16 TO 19
NEETS RESPOND FUND**

Further to Minute No. 25 of the meeting of the Cabinet Member and Advisers for Children and Young People's Services held on 1st July, 2009, consideration was given to a report presented by the European Structural Funds NEETs Response Fund Manager detailing the progress in the management and delivery of the European Structural Funds (ESF) 16-19 NEETs Response Fund to 30th November, 2009.

The report stated that although the Learning and Skills Council (LSC) had agreed in principle to this Council's business case to access £500,000 residual ESF monies, a number of factors at the LSC led to the business case not being endorsed. This Council is required to re-issue its business case before March, 2010. The business case will focus on the priorities set out in Rotherham's 16-19 Statement of Need of mainstream funded

provision, namely Apprenticeships, Foundation Learning and Learners with Learning Difficulties and Disabilities .

The Learning and Skills Council has agreed to extend the duration of Rotherham's ESF 16-19 NEETs Response Fund from 31st March, 2010 to 31st December, 2010 to align Rotherham's contract with the other three South Yorkshire contracts and recognising that the original tender, funding and targets were to be delivered over a two-year period.

Details of the fourteen commissioned projects were appended to the report submitted.

Resolved:- (1) That the report be received and its contents noted.

(2) That further progress reports about the ESF 16-19 NEETs Response Fund continue to be submitted to meetings of the Cabinet Member and Advisers for Children and Young People's Services at intervals of six months.

(3) That the report be submitted to the Children and Young People's Scrutiny Panel for information.

D110. ABLE ROTHERHAM PROJECT

Further to Minute No. 172 of the meeting of the Cabinet Member and Advisers for Children and Young People's Services held on 29th April, 2009, consideration was given to a report, presented by the Senior Director for Schools and Lifelong Learning, about the proposed changes to the ABLE Rotherham Project.

The report referred to the uncertainty of the future revenue funding of the project and proposed the withdrawal from the original proposal and the investigation of alternative opportunities to develop as much of the ABLE project on another site(s) in a way that is financially sustainable. This alternative provision would be developed to offer alternative curriculum provision for young people in Rotherham.

Resolved:- (1) That the report be received and its contents noted.

(2) That the proposal to develop the Ickles Lock site, Templeborough for ABLE Rotherham be not progressed.

(3) That alternative options continue to be explored that are financially sustainable.

(4) That a further progress report be submitted to a meeting of the Cabinet Member and Advisers for Children and Young People's Services early in 2010.

D111. MINUTES OF A MEETING OF THE BUILDING SCHOOLS FOR THE

FUTURE PROJECT BOARD HELD ON 8TH DECEMBER, 2009

Consideration was given to the contents of the minutes of the meeting of the Building Schools for the Future Project Board, held on 8th December, 2009.

Resolved:- That the contents of the minutes be noted.

D112. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in those paragraphs, indicated below, of Part 1 of Schedule 12A to the Local Government Act 1972 as amended.

D113. CONSTRUCTION OF NEW JUNIOR AND INFANT SCHOOL AT SWINTON QUEEN PRIMARY SCHOOL

Consideration was given to a report presented by the Project Manager, Environment and Development Services concerning the tenders received for the construction of a new Junior and Infant school building at the Swinton Queen Primary School. The report stated that the new building would comprise one foundation unit, two reception areas, two Infant classrooms and six Junior classrooms, a main entrance foyer and reception, administration offices, toilets, stores, hall, a community room and link corridors, with external works comprising hard and soft play areas.

Resolved:- (1) That the report be received and its contents noted.

(2) That the Target Cost of £4,060,547.12 and the Guaranteed Maximum Price of £4,704,950.32, submitted by Wildgoose Construction Limited, dated 8th October 2009, and the total project approval of £5,434,042.20 be accepted for the construction of a new Junior and Infant school building at the Swinton Queen Primary School.

(Exempt under Paragraph 3 of the Act – information relating to financial or business affairs)

(Councillor T. Sharman in the Chair)

D114. PROPOSED OFFER OF CONTRACT TO GROUNDWORK DEARNE VALLEY

Consideration was given to a report presented by the Children and Families Special Needs Service Manager concerning a proposal for the

Council to enter into a contract with Groundwork Dearne Valley for the design and commissioning of a new play area provision and the redevelopment of the garden area within the Cherry Tree House unit of the Orchard Children's Centre at Masbrough, Rotherham.

Resolved:- (1) That the report be received and its contents noted.

(2) That approval be granted for a contract to be awarded to Groundwork Dearne Valley for the project design, project management and final accounting on completion for the works to provide a new play area and to redevelop the garden area within the Cherry Tree House unit of the Orchard Children's Centre at Masbrough, Rotherham.

(3) That a further report be submitted to a future meeting of the Cabinet Member and Advisers for Children and Young People's Services after appraisal of the tenders received for the construction contract and prior to the awarding of the construction contract.

(Exempt under Paragraph 3 of the Act – information relating to financial or business affairs)

(Councillor S. Wright declared a prejudicial interest in the above item, as a Director of the Groundwork Trust and left the meeting during consideration of this item; in his place, the Deputy Leader, Councillor T. Sharman attended the meeting to consider and determine this item)

(Councillor S. Wright resumed the Chair for the remainder of the meeting)

D115. PURCHASE OF PERFORMANCE AND ACTIVITY MONITORING SOFTWARE (ESTART) FOR PHASE 3 CHILDREN'S CENTRES

Consideration was given to a report presented by the Childcare Sustainability Manager concerning the proposed purchase of three additional eStart Licences from Capita Children's Services for the Phase 3 Sure Start Children's Centres, without a further procurement process. This purchase will enable the expansion and ensure the coherence of the existing performance and monitoring software system used in all Phase 1 and Phase 2 Children's Centres. The estimated value of the additional Licences including implementation and annual maintenance is £12,000.

The report stated that expansion of the current Children's Centres activity and performance management system is essential to fulfil the requirements of the new Children's Centres Performance Management Guidance and will support the completion of the required Self Evaluation document.

approval be given under Standing Order 38 the exempting of the contract from the requirements of Standing Order 48 (contracts valued at £50,000 or more).

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Resolved:- (1) That the report be received and its contents noted.

(2) That approval be granted under Standing Order 38 for the exemption of the contract from the requirements of Standing Order 48 (contracts valued at £50,000 or more) in respect of the purchase of three additional eStart Licences from Capita Children's Services for the Phase 3 Sure Start Children's Centres.

(Exempt under Paragraph 3 of the Act – information relating to financial or business affairs)

**D116. EDUCATION CATERING SERVICES - BUDGET MONITORING
REPORT APRIL TO NOVEMBER 2009**

Further to Minute No. 118 of the meeting of the Cabinet Member and Advisers for Children and Young People's Services held on 29th January, 2009, consideration was given to a report, presented by the Principal Catering Officer, detailing the forecast outturn trading position for the Education Catering Service based upon trade during the period April to November, 2009.

Resolved:- (1) That the report be received and its contents noted.

(2) That the Principal Catering Officer continue to submit budget monitoring progress reports on the trading position of the Education Catering Service to the Cabinet Member and Advisers for Children and Young People's Services.

(Exempt under Paragraph 3 of the Act – information relating to financial or business affairs)

D117. SECONDARY SCHOOL LIFESTYLE SURVEY 2009 (BOROUGH WIDE)

Consideration was given to a report presented by the Policy and Planning Team Manager concerning the annual Lifestyle Survey, undertaken with both Primary and Secondary school pupils, with questions covering a range of issues, such as health, how pupils feel about school, how safe they feel, how pupils feel about the area in which they live, bullying, and how often they may smoke, drink or take drugs.

The submitted report detailed the Secondary Survey 2009, which was open to all Rotherham's secondary schools. The survey was designed online by RBT. A project group consisting of representatives from Children and Young People's Services, NHS Rotherham and Healthy Schools organised the design and implementation of the survey. The secondary survey period commenced on 15th June, 2009 and concluded on 24th July 2009.

Twelve schools had taken part and 2,589 pupils undertook the survey, an increase in the number of pupils compared to 2008. Individual school

reports and summaries have been produced for the schools who participated in the survey. The Borough-wide report, and the relevant data tables will be made available on the intranet, and the Executive Summary will be made available on the Council website.

Resolved:- (1) That the report be received and its contents noted.

(2) That a letter be sent to the twelve schools thanking them for participation in the survey and other schools be encouraged to participate in future years' lifestyle surveys.

(3) That the report also be submitted to the Children's Board, the Children and Young People's Scrutiny Panel and to the Youth Cabinet.

(Exempt under Paragraph 2 of the Act – information which is likely to reveal the identity of an individual)

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
4th December, 2009

Present:- Councillor Whelbourn (in the Chair); Councillors Barron, Boyes, Gilding, Jack, G. A. Russell and P. A. Russell.

Also in attendance for Item 105 below (Localised Flooding in June, 2009) were:-

Mr. S. Wragg (Environment Agency)
Mr. G. Collins (Yorkshire Water)

Apologies for absence were received from Councillors Austen, J. Hamilton, License, McNeely and Swift.

103. DECLARATIONS OF INTEREST.

There were no declarations of interest made at this meeting.

104. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS.

There were no questions from members of the public or the press.

105. LOCALISED FLOODING IN JUNE, 2009

Further to Minute No. 69 of the meeting of this Committee held on 9th October, 2009, Graham Kaye, Principal Engineer, presented the submitted progress report on the flash flooding event of June, 2009, together with actions taken by the Council to date and proposals to improve further resilience against future flooding.

The progress report detailed feasibility works that had been carried out by the Streetpride Drainage Team into the cause of flooding and possible recommendations to mitigate the flooding problems.

The programmed feasibility work was summarised briefly as follows:-

- September to October, 2009 : Topographical and CCTV surveys for all areas in Rotherham affected by the June, 2009 floods (works now completed)
- October, 2009 to February, 2010 : Feasibility works commenced in Aston, Swallownest and Aughton
- January to March, 2010 : Feasibility works to be carried out in Todwick, Treeton, Laughton Common, Herringthorpe, Thurcroft, Clifton, Holmes and Thrybergh

Additionally, ongoing works had been carried out to minimise the risk of future flooding and were summarised briefly as:-

- Discussions taking place between the Environment Agency and Streetpride Drainage Team into the possibility of piloting a pluvial flood warning system in Aston, Swallownest and Aughton
- Applications for funding had been submitted by the Council to DEFRA for 'Quick Wins' funding from the 'Early Action Bids for Tackling Surface Water Flooding' programme. The bids covered the three areas of Lodge Lane to Heron Hill, Aston, Hepworth Drive, Aston and surrounding area and Kensington Close, Laughton Common
- Applications for funding had been submitted by the Council to the Environment Agency through the Property Flood Level Grant. DEFRA had provided the Environment Agency with a £3 million Property Flood Level Grant for the whole of Yorkshire. If the applications were successful, residents may be eligible for grants which would enable them to protect their homes against future flooding. The closing date for applications was 30th November, 2009.
- Shortly after the June, 2009 floods, Streetpride Drainage Team, on behalf of Green Spaces, carried out various maintenance works to ditches and an outfall, including diverting a ditch to transfer water away from properties in Windle Court and Shoreland Drive, Treeton.
- Major de-silting works had also been carried out to the highway drain in Worksop Road, Swallownest
- Works to locate a buried culvert downstream of Wetherby Drive within Rother Valley Country Park were ongoing

Discussion and a question and answer session ensued and the following issues were covered:-

- discussions with landowners
- funding of works on private land
- Council's scarce resources and implications of private land issues and involvement of other players such as the Water Authorities
- social and psychological effects of flooding

- effectiveness of interlocking panels and location suitability
- feedback from the visit to Rotterdam
- opportunities and applications for funding/grants
- grant application processes
- partnership working with Environment Agency
- overflowing watercourses
- local flood warning plans
- de-briefing meetings
- alternative funding should Early Action bid applications be unsuccessful
- after care arrangements for affected residents
- consultations with Yorkshire Water
- need to e-mail details of any properties that have suffered sewer flooding
- funding priorities
- risk models
- responsibility for minewater issues
- need for participation of UK Coal
- escalation process
- ensuring good communications
- water companies duty to help

Resolved:- (1) That the information be noted.

(2) That the participation of UK Coal be sought and a letter be sent to local MP's if appropriate.

106. PAYMENT OF INVOICES WITHIN THIRTY DAYS - FORMER BVPI8

Further to Minute No. 60 of the meeting of this Committee held on 25th September, 2009, Sarah McCall, Performance Officer, presented the submitted report which detailed BVPI8 and how it measured the payment

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of undisputed invoices within thirty days.

The Council had agreed the following average annual target for performance of BVPI8 with RBT:-

2009/10 97.5%

Outturn performance for recent years had achieved:-

2006/07	91%
2007/08	94%
2008/09	92%

Recent performance for the new financial year had achieved:-

April	95.65%
May	96.44%
June	93.47%
July	94.37%
August	93.78%
September	92.46%
October	92.00%

Year to date performance currently stood at 94.02%.

Discussion and a question and answer session ensued and the following issues were covered:-

- penalties for poorly performing directorates
- EDS action plan
- performance clinics
- 'maverick' spend

Resolved:- (1) That the information be noted.

(2) That any issues identified within the Environment and Development Services Directorate be referred to the Regeneration Scrutiny Panel.

(3) That updates on action plans be submitted to future meetings of this Committee.

107. PAYMENT OF INVOICES WITHIN THIRTY DAYS - NEIGHBOURHOODS AND ADULT SERVICES

The Chairman welcomed Doug Parkes (Business and Financial Manager), Joanne Kirk (Purchase to Pay Manager), Mark Gannon (Transformation and Strategic Partnerships Manager), Sarah McCall (Performance Officer), Connie Wilkinson (Admin Officer, Commissioning, Quality and Performance) and Emma Fairclough (Service Support Manager, RBT Procurement).

Further to Minutes Nos. 214(2) and 7 of the meetings of this Committee held on 17th April and 12th June, 2009 respectively, Doug Parkes, Procurement Champion, presented the submitted briefing note on performance for the Neighbourhoods and Adult Services Directorate in respect of BVPI8.

The briefing covered:-

- current performance and trends for the months of February to September, 2009
- context and rationale behind the performance figures
- issues identified
- actions taken to improve performance
- other payment mechanisms

Discussion and a question and answer session ensued and the following issues were covered:-

- problems experienced in the summer months
- 'maverick' spend
- holiday absence
- suppliers quoting wrong information

Resolved:- That the information be noted and a further presentation be given in one year.

108. QUARTER 2 PERFORMANCE REPORT 2009/10

Julie Slatter, Head of Policy and Performance, presented the submitted report relating to the above which focused on the new national indicator set and key local indicators.

The report addressed the main areas of performance across the Council and examined issues relating to the Corporate Plan and Comprehensive Area Assessment.

The position at the end of Quarter 2 was that 64% of the Corporate Plan indicators that could be rated hit their target and 64% had improved or maintained their best score.

The performance against the Local Area Agreement (LAA) 2008-11 targets, as at Quarter 2, was that 41% of them were on target and 75%

had improved.

The report covered:-

- LAA performance 2008-11
- Corporate Plan performance
- Direction of Travel (DoT)
- Performance Clinics
- Data Quality : Internal Checks
- Human Resources
- Awards
- National Indicator Benchmarking
- Performance Reporting Timetable
- Inspections Planned and Unannounced

Discussion and a question and answer session ensued and the following issues were covered:-

- NI 57 Children and young people's participation in high quality PE and sport : need for qualification of information given that some desk bound work on physiology has been counted towards the curriculum allowance
- NI 48 Children killed or seriously injured in road traffic accidents
- NI 68 Referrals to children's social care going on to initial assessment
- NI 59 Initial assessments for children's social care carried out within 7 working days
- NI 60 Core assessments for children's social care that were carried out within 35 working days of their commencement
- area assessment
- organisational assessment

Resolved:- (1) That as far as this Committee is concerned:-

(a) the overall position and direction of travel in relation to both overall

performance and to the requirements of the Audit Commission's CAA framework be noted.

(b) the directorate performance overviews be included in the corporate performance reports similar to the new performance profile that is used to rate the Children and Young People's Services directorate as appended at (c) to the report now submitted.

(c) the corporate resourcing of national indicator and key performance indicator data quality checks be considered as part of the cross cutting review of performance and quality functions within the Council.

(d) performance clinics, as now reported, be conducted in Quarter 3.

(2) That the following children's social care issues be referred for consideration to the Children and Young People's Services Scrutiny Panel:-

- NI 59 : Initial assessments for children's social care carried out within 7 working days
- NI 60 : Core assessments for children's social care that were carried out within 35 working days of their commencement
- NI 68 : Referrals to children's social care going on to initial assessment

109. PROCUREMENT LOCAL PERFORMANCE INDICATORS

Sarah McCall, Performance Officer, presented the submitted report setting out details of the indicators, targets and performance for quarter two of the current financial year.

Of the eighteen indicators (details of which were appended to the report):-

- three were status green
- five were status amber with performance on target
- one was status amber with performance below target
- four were to report in quarter three
- four were for information/monitoring only without targets
- one had reporting yet to commence

Resolved:- That the current performance against the indicators be noted.

110. PROCUREMENT STRATEGY ACTION PLAN

Further to Minute No. 58 of the meeting of this Committee held on 25th September, 2009, Sarah McCall, Performance Officer, presented the submitted report, together with the strategy action plan which was mapped to the following nine themes:-

- Theme 1 : Supporting the Local Economy
- Theme 2 : Voluntary and Community Sector
- Theme 3 : Equality and Diversity
- Theme 4 : Fairtrade and Trade Justice
- Theme 5 : Environmentally Friendly Procurement
- Theme 6 : Legal Procurement
- Theme 7 : e- Procurement
- Theme 8 : Achieving Value for Money
- Theme 9 : Building Capacity

The action plan detailed the current position against each action assigned to each of the above themes.

Discussion and a question and answer session ensued and the following issues were covered:-

- Fairtrade borough
- extent to which fair-trade products were purchased

Resolved:- That the current position in respect of the Strategy Action Plan be noted.

111. RBT QUARTER 2 - PERFORMANCE

Mark Gannon, Transformation and Strategic Partnerships Manager, presented the submitted report summarising the performance of RBT against contractual measures and key service delivery issues for the second quarter of the current financial year across the areas of Customer Access, Human Resources and Payroll, ICT, Procurement and Revenues and Benefits.

Discussion and a question and answer session ensued and particular reference was made to the following issues:-

- new bus ticket salary sacrifice scheme
- VOIP
- accessing Acorn Online

Resolved:- That RBT's performance against contractual measures and key service delivery issues for July, August and September, 2009 be noted.

112. MINUTES

Resolved:- (1) That the minutes of the meeting held on 20th November, 2009 be approved as a correct record for signature by the Chairman.

(2) That, with regard to Item 97 (The Post Office Debate), the response from Denis McShane, MP, regarding the issuing of fifty pound notes by post offices as part of benefit/pension payments be noted.

113. WORK IN PROGRESS

Members of the Committee reported as follows:-

(a) Councillor G. A. Russell reported that the latest meeting of the Children and Young People's Services Scrutiny Panel had considered:-

- Education and Awareness Programme (School Year 2008/09): SHIELD South Yorkshire HIV Support Group
- Rotherham's Sexual Health Strategy
- Rotherham's Teenage Pregnancy Strategy
- Children and Young People's Services Improvement Plan
- Children and Young People's Services Performance Indicator Report : Quarter 2
- Welcome Offer to vulnerable children and young people
- Road safety outside schools
- Value for money budget review

(b) Councillor Boyes reported that she had attended, along with Councillor Austen, a value for money review.

(c) On behalf of Councillor Austen it was reported that the Democratic Renewal Scrutiny Panel review of devolved budgeting had begun with interviews of most Cabinet Members and Officer representatives from service areas.

(d) Cath Saltis reported briefly on the response from Cabinet to the following reviews:-

- Debt Recovery
- Choice Based Lettings
- Voids

114. CALL-IN ISSUES

There were not formal call in requests.

(The Chairman authorised consideration of the following item to keep Members informed.)

115. BUDGET UPDATE

Andrew Bedford, Strategic Director of Finance, gave a presentation in respect of the above entitled "Rotherham's Budget 2010/11 and Beyond".

The presentation covered:-

- Current Year Forecasts
- Forecast Outturn 2009/10
- The Local Government Finance Settlement
- National Position
- Non Domestic (Business) Rates
- The Settlement
- Council Tax
- Rotherham's Position
- What will the future look like ?
- Grant Projections
- Forecast Funding Gap

- Next Steps

Discussion and a question and answer session ensued and the following issues were covered:-

- value for money considerations and need to grasp the issues
- scrutiny of Children and Young People's Services
- timescales and efficiencies and reporting timetable
- reporting to future scrutiny panel meetings

Resolved:- That the information be noted.

PERFORMANCE AND SCRUTINY OVERVIEW COMMITTEE
15th January, 2010

Present:- Councillor Whelbourn (in the Chair); Councillors Austen, Boyes, Gilding, Jack, License, McNeely, G. A. Russell, P. A. Russell and Swift.

Also in attendance for item 121 below (Local Government Reform – The Local Democracy and Economic Development and Construction Act) was Councillor Hussain (Cabinet Member for Community Development and Engagement)

116. DECLARATIONS OF INTEREST.

There were no declarations of interest made at this meeting.

117. QUESTIONS FROM MEMBERS OF THE PUBLIC AND THE PRESS.

There were no questions from members of the public or the press.

118. YEAR AHEAD - MID YEAR UPDATE

Julie Slatter, Head of Policy and Performance, presented the submitted report which provided a mid year update on the 62 commitments outlined in the 2009/10 year ahead statement "Shaping the Future". The report focused on the progress of each individual commitment and also offered an overview of how many commitments had been achieved, how many were on target to be completed by the year end, how many were at risk of not being achieved by the year end and finally how many would not be achieved by the year end.

Discussion and a question and answer session ensued and the following issues were covered:-

- LDF Core Strategy (Commitment 52) : timescale extension, further consultation and budget implications of increased costs
- Raising profile and level of intervention in addressing child poverty in Rotherham (Commitment 42) : need to see the links between CO₂ emissions, insulating houses, fuel poverty and child poverty
- involvement of scrutiny panels in helping to push amber rated commitments to green

Resolved:- (1) That the progress of the year ahead commitments (2009/10) to date be noted.

(2) That scrutiny panel chairs liaise with scrutiny officers to identify specific issues for consideration at relevant scrutiny panels

119. JULY TO SEPTEMBER, 2009 FINANCIAL AND PERFORMANCE REPORT ON MAJOR EXTERNAL FUNDING PROGRAMMES AND PROJECTS

The Chairman welcomed Barbara Moulson, Strategic Funding Manager, External Funding Team and Michael Holmes, Strategic Funding Officer. Barbara presented the submitted report which had been considered by Cabinet at its meeting on 16th December, 2009.

The report provided an overview of the performance and achievements of the Council's major external funding programmes and projects for the period July to September, 2009.

The priorities for each regime, together with the context of each project/programme's contribution to addressing those priorities, had previously been provided as an appendix to the Cabinet report in December, 2007.

The main risk associated with this report was that external funds allocated to the Council and its partners were not used fully and therefore ultimately lost to the Borough. It was the purpose of this report to assist in alleviating this issue through monitoring the major externally funded schemes and bringing to attention potential areas of underspend and under performance.

No projects/programmes were reporting concerns regarding the achievement of both spend and performance targets.

Discussion and a question and answer session ensued and the following issues were covered:-

- PFI and Future Jobs Fund to be included in future reports
- Play Pathfinder : need to look at critically in terms of value for money considerations
- funding of a brokerage manager
- implications of underspend on European Social Fund projects
- ERDF funding clarification

Resolved:- (1) That the information be noted.

(2) That the progress and actions underway to address areas where the expected outcomes for the major external funding programmes and

projects were not in line with the targets set be noted.

(3) That Andrew Bedford, Barbara Moulson and Cath Saltis liaise to bring back further information, particularly with regard to value for money/performance issues in respect of play areas/Play Pathfinder.

120. SCRUTINY REVIEW INTO THE USE OF CONSULTANTS

Further to Minute No. 64 of the meeting of Cabinet held on 17th June, 2009, Andrew Bedford, Strategic Director of Finance, presented the submitted report which provided an update on progress made in respect of implementing the approved recommendations. Also submitted was the proforma template in use within directorates to gain approval for engaging consultants. The proforma would facilitate the future reporting of spend on consultants in budget monitoring reports.

Discussion and a question and answer session ensued and the following issues were covered:-

- budget savings targets on agency and consultancy services
- concerns regarding skills of consultants
- definition of a consultant
- establishment of an in-house consultancy service
- opportunities to develop the 'non-specialist' skills some consultants were engaged to provide
- capturing in service plans the proposed use of consultants
- expected outcomes

Resolved:- (1) That the information and progress made to date be noted.

(2) That a further report be submitted on expected outcomes from the use of consultants.

121. LOCAL GOVERNMENT REFORM - THE LOCAL DEMOCRACY, ECONOMIC DEVELOPMENT AND CONSTRUCTION ACT 2009

Steve Eling, Principal Officer (Parliamentary Analysis), presented the submitted report which detailed how the Local Democracy, Economic Development and Construction Act 2009 (c. 20) received Royal Assent on 12th November, 2009. Parts one to seven took forward the remaining legislative requirements from the White Paper "Strong and Prosperous

Communities; and some of the legislative requirements from the White Paper "Communities in Control". The Act also included some provisions that arose in the "Strengthening Local Democracy" consultation paper.

Part eight of the Act provided for amendments to the Housing Grants, Construction and Regeneration Act 1996.

The report related to the local government reform aspects contained in parts one to seven of the Act, together with actions on commencement to be taken forward through the workstreams of the Council's Local Government Reform Implementation Plan.

The report provided more in-depth information on:-

- Part 1 Duties relating to Promotion of Democracy – Sections 1 – 30.
 - Democratic Arrangements.
 - Petitions.
 - Involvement in Functions of Public Authorities.
 - Housing.
 - Local Freedoms and Honorary Titles.
 - Membership of Local Authorities.
- Part 2 Local Authorities Governance and Audit – Sections 31 – 54.
 - Scrutiny.
 - Mutual Insurance.
 - Audit of Entities connected with Local Authorities.
- Part 3 Local Government Boundary and Electoral Change – Sections 55 – 68.
- Part 4 Local Authority Economic Assessments – Section 69.
- Part 5 Regional Strategy – Sections 70 – 87.
- Part 6 Economic Prosperity Boards and Combined Authorities – Sections 88 – 120.
- Part 7 Multi Area Agreements – Sections 121 – 137.
- Part 8 Construction Contracts – Sections 138 – 145.
- Part 9 Final – Sections 146 – 150.

It was not possible at this stage to identify what resource implications may arise for the Council when all the provisions of the Act came into effect.

The financial effects assessed to arise at the time that the Bill was introduced to Parliament suggested that the costs associated with its

implementation would be approximately £35 million per year in England starting in 2010/11.

Two Regulatory Impact Assessments were produced:-

- Duty to Promote Democracy Impact Assessment: and
- Local Authority Economic Assessment Duty Impact Assessment.

However, further functions had been introduced during the passage of the Bill. Additionally, the "Strengthening Local Democracy" consultation paper introduced proposals that related to the provisions in the Act. A separate Impact Assessment was produced for the consultation proposals.

Further work would need to be undertaken to identify the resource implications as part of developing the implementation of the new duties. Many of the proposed changes were expected to commence in 2010 and the Government was already implementing transitional arrangements in relation to regional working and strategies. However, most of the provisions commenced on dates to be appointed by the Secretary of State.

Discussion and a question and answer session ensued and the following issues were covered:-

- extension of duty to involve and impact on partnership and leadership role
- duty to promote democracy and concerns that this may be deferred during current parliament
- duty for councils to respond to petitions : issues concerning extent of feedback from consideration of petitions, e-petitions and scrutiny involvement arising from dissatisfied petitioners. Detailed report to be submitted
- partial amendment to the Widdicombe rules to change arrangements in relation to politically restricted posts : removal of salary cap
- higher visibility of overview and scrutiny including establishment of a statutory post of 'Scrutiny Officer'
- scrutiny of public officials
- provision about the procedures of local authorities and the audit of local authorities and the audit of entities connected with them
- local freedoms and honorary titles
- regional and sub-regional issues

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- provisions to establish mutual insurance arrangements

Resolved:- (1) That the policy and constitution issues set out in the report and appendix be noted.

(2) That it be noted that a number of the workstreams had direct implications for the future role of scrutiny.

(3) That further reports be submitted on the implementation of the workstreams.

(4) That Cabinet be advised that, as far as this Committee is concerned, if the implementation date for the duty to promote democracy is not determined during this Parliament, then the Council should continue with initiatives to revive trust in, and involvement with, democratic structures within the borough.

(5) That a further report be submitted on the duty for Councils to respond to petitions.

122. DEVOLVED BUDGET REVIEW - INTERIM RECOMMENDATIONS

Councillor Austen presented briefly the submitted report indicating that the Democratic Renewal Scrutiny Panel was conducting a review into devolved budgets considering the effects these have had on the borough as a source of funding for neighbourhood projects and the effects that would be felt if they were to cease.

The interim report contained the initial recommendations of the review group, following extensive interviews with Cabinet Members and directors so that they could be incorporated into budgetary considerations.

Resolved:- (1) That the interim report be endorsed.

(2) That Cabinet be requested to consider seriously the funding to devolved budget during the current budget process.

123. MINUTES

Resolved:- (1) That the minutes of the meeting held on 4th December, 2009 be approved as a correct record for signature by the Chairman.

(2) That, further to Minute No. 105 (Localised Flooding in June, 2009), a report be submitted to a future meeting regarding the response to the recent adverse weather conditions.

124. WORK IN PROGRESS

Members of the Committee reported as follows:-

(a) Councillor Whelbourn reported :

- latest correspondence from the Post Office regarding the issuing of fifty pound notes as part of benefit/pension payments
- concerns regarding the level of school closures during the recent adverse weather

Resolved:- That the Children and Young People's Services Scrutiny Panel consider the consistency aspect of school closures at a future meeting.

(b) Councillor Austen reported :

- the review of devolved budgets was ongoing
- the Looked After Children Sub-Committee review on corporate parenting was ongoing and a further meeting had been arranged

(c) Councillor Jack reported that the meeting of the Adult Services and Health Scrutiny Panel had been rearranged to 21st January, 2010 and would be considering dementia and local authority working with partners.

(d) Councillor G. A. Russell reported that the meeting of the Children and Young People's Services Scrutiny Panel had been rearranged to 22nd January, 2010.

(e) Councillor Boyes reported that the latest meeting of the Regeneration Scrutiny Panel had considered:-

- effects of extreme weather
- CO2 emissions
- new cultural centre

125. CALL-IN ISSUES

There were no formal call in requests.

126. EXCLUSION OF THE PRESS AND PUBLIC

Resolved:- That, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 3 of Part I of Schedule 12A to the Local Government Act 1972 (staffing and financial issues)

(Note: the following item was originally in the open part of the agenda but moved to the exempt section due to the confidential nature of the matters for discussion)

127. BUDGET UPDATE

Andrew Bedford, Strategic Director of Finance, gave a presentation in respect of the above.

The presentation covered:-

- Revenue Budget 2010/11
- Original Gap
- Revised Gap
- To be Bridged by:
 - o Cross Cutting Savings Proposals
 - o Directorate Specific Savings Proposals

Discussion and a question and answer session ensued and the following issues were covered:-

- budget timetable
- pay and inflation
- breakdown of savings proposals
- feedback from base budget reviews
- Council Tax
- results of management reviews
- use of consultants
- Icelandic banks
- workforce reprofile

Resolved:- That the information be noted.