



**NOTTINGHAM CITY COUNCIL**  
**CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE**

**Date:** Tuesday, 16 February 2016

**Time:** 10.00 am

**Place:** LB 31 - Loxley House, Station Street, Nottingham, NG2 3NG

**Councillors are requested to attend the above meeting to transact the following business**

**Corporate Director for Resilience**

**Senior Governance Officer:** Rav Kalsi **Direct Dial:** 0115 8763759

**AGENDA**

**Pages**

<b>1</b>	<b>APOLOGIES</b>	
<b>2</b>	<b>DECLARATIONS OF INTERESTS</b>	
<b>3</b>	<b>MINUTES</b> To confirm the minutes of the meeting held on 22 December 2015	3 - 10
<b>4</b>	<b>ENGAGING WITH YOUNG PEOPLE IN NOTTINGHAM</b> Report of the Head of Democratic Services	11 - 24
<b>5</b>	<b>CHILDREN WITHOUT SCHOOL PLACES IN NOTTINGHAM</b> Report of the Head of Democratic Services	25 - 26
<b>6</b>	<b>MISSING CHILDREN</b> Report of the Head of Democratic Services	27 - 30
<b>7</b>	<b>WORK PROGRAMME</b> Report of the Head of Democratic Services	31 - 36

**IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING**

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT [WWW.NOTTINGHAMCITY.GOV.UK](http://WWW.NOTTINGHAMCITY.GOV.UK). INDIVIDUALS INTENDING TO RECORD THE MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER SHOWN ABOVE IN ADVANCE.

**NOTTINGHAM CITY COUNCIL**

**CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE**

**MINUTES of the meeting held in LB 31 - Loxley House, Station Street, Nottingham, NG2 3NG on 22 December 2015 from 10.02 am – 11.45 am**

**Membership**

Present

Councillor Georgina Culley  
Councillor Patience Uloma Ifediora  
Councillor Glyn Jenkins (Vice-Chair)  
Councillor Neghat Khan  
Councillor Brian Parbutt (Chair)  
Councillor Chris Tansley

Absent

Councillor Azad Choudhry  
Councillor Josh Cook  
Councillor Mohammed Ibrahim

**Colleagues, partners and others in attendance:**

Nancy Barnard	- Governance Manager
Clive Chambers	- Head of Safeguarding and Quality
Chris Cook	- Chair of Nottingham City Safeguarding Children's Board
Rav Kalsi	- Senior Governance Officer
Nick Lee	- Head of Access and Learning
Charla McDevitt	- Patra Trainee, Constitutional Services
Councillor David Mellen	- Portfolio Holder for Early Intervention and Early Years
Alison Michalska	- Corporate Director for Children and Adults
Michelle Roe	- Executive Officer, Children and Adults
Councillor Sam Webster	- Portfolio Holder for Schools

**8 APOLOGIES FOR ABSENCE**

Councillor Ginny Klein (non-Council Business)  
Councillor Azad Choudhry (leave)

**9 DECLARATIONS OF INTERESTS**

Councillor Chris Tansley declared an interest in agenda item 5, Safeguarding in Schools, as he is a governor of Berridge Primary School. He concluded this interest did not prevent him from speaking on that item.

**10 MINUTES**

Subject to the amendments listed below, the minutes of the meeting held on 27 October were agreed as a correct record and were signed by the Chair:

Minute 5 (i), add the number "20" to read "16.4% are placed over 20 miles from Nottingham".

Minute 7 amend the dates of future meetings to read 16 February and not 16 January.

## **11 AGENDA ORDER**

The Chair agreed to take the item on Safeguarding in Schools first due to the availability of colleagues to present.

## **12 SAFEGUARDING IN SCHOOLS**

Clive Chambers, Head of Safeguarding and Quality introduced a report to the Committee. Councillor David Mellen, Portfolio Holder for Early Intervention and Early Years, Councillor Sam Webster, Portfolio Holder for Schools, Alison Michalska, Corporate Director for Children and Adults and Nick Lee, Head of Access and Learning were also in attendance and contributed to the discussion. The following points were highlighted:

- a) Schools have a unique role in keeping children safe. Research conducted by the National Society for the Prevention of Cruelty to Children found that children find it hard to talk about abuse, and that if they are going to talk to someone about it, they are most likely to tell someone in school. Therefore, schools need to ensure that the professionals most likely to be approached by children experiencing abuse are well trained and supported.
- b) All schools have designated safeguarding leads who meet together every month. This network provides a direct line of communication between the safeguarding leads and the Safeguarding Board. The network is also an opportunity to update leads on national issues. Colleagues are about to start recruiting a small cohort of advanced safeguarding leads whose role will be to work with their own schools and other schools to share their skills and knowledge and bring challenge and scrutiny into schools.
- c) The work being done at the moment builds on solid foundations. The City Council provides ongoing training in schools, which can also be bought by academies, to support staff with their safeguarding responsibilities and to support children in supporting their own safety. Examples of the latter are Sex and Relationships Education (SRE) and a free play for secondary schools to raise awareness of sexual exploitation.

During discussions the following information was provided:

- d) Responsibility for safeguarding training lies with the school and the governing body. This applies to maintained schools and academies. Colleagues will be sending a self-assessment tool to all schools and academies in the city to audit what training activity has taken place. Schools must comply with safeguarding legislation regardless of their status. The Director of Children's Services and relevant Portfolio Holders are responsible for safeguarding and all schools are accountable to them. The Safeguarding Board also has a role in challenging schools that are not meeting standards.
- e) SRE focuses on what makes a healthy adult relationship rather than just the sexual elements of relationships. It is delivered by Equation, a local charitable organisation. The play that was referred to is another opportunity to raise issues. Nationally, there is a requirement for schools to deliver SRE but no requirements

in terms of what's covered or how much time is spent on it. This results in the quality of SRE varying significantly between schools.

- f) Home education is monitored by a dedicated team of two – a co-ordinator and a former teacher who is involved in quality assessment. However, there is no requirement for any home educating family to register with the Local Authority. There are currently 164 children registered as receiving home education in Nottingham but this does not necessarily represent every home educated child as some families may have chosen not to register. If a child was on a school roll and has been withdrawn they have to follow a deregistration process so the Local Authority is aware of them. The Council may not be aware of those who have never been educated in school whose families choose not to register. On occasion, partner organisations such as midwives and health visitors come across home educating families and alert the Local Authority.
- g) There are networks of home educators and colleagues are strengthening relationships with these groups. There are also very clear routes for safeguarding. For example when a family registers, a check is carried out to determine whether there has been any previous social care contact. If there are any safeguarding concerns as a result of contact with home educating families these are raised in the normal way through duty team. Support is provided to families where there are issues.
- h) Children waiting for a place in school follow a separate process to home educated children. Work is underway to process children as quickly as possible and the waiting time has reduced. Colleagues currently try to get everyone placed within a term which is a legal requirement. If the child is not placed, the Authority can support the child with school work if parents are in a position to support them.
- i) In terms of quality of education provided via home-schooling, the former Teacher provides families with advice and support on the quality of the education they provide. If there are consistent concerns the case can be referred to Education Welfare.

**RESOLVED to**

- (1) thank the contributors for the report and information provided at the meeting;**
- (2) consider carrying out further scrutiny on Home Education as part of the Committee's work programme for 2016-17.**

**13 CHILD SEXUAL EXPLOITATION (CSE)**

Councillor David Mellen, Portfolio Holder for Early Intervention and Early Years introduced the report. He was supported by Alison Michalska, Corporate Director for Children and Adults and the following points were highlighted:

- a) There is an important difference between Child Sexual Exploitation (CSE) and abuse. CSE involves a child receiving something in exchange for sexual activity.

Often young people do not recognise that they're being abused and may refer to their abuser as their partner or boyfriend. Exploitative relationships are characterised by disparities in age and power.

- b) CSE can occur online where young people are persuaded to send pictures or other information via the internet. Groups of people, usually groups of men, can be involved in exploiting young people. Usually, girls are targeted but boys can be targeted as well. Those that are particularly vulnerable to CSE include those who are neglected or separated from their carers, unaccompanied asylum seekers, those in care homes (because of their historic experiences not any inaction on the part of the home), and those missing from care homes.
- c) CSE is not new and work has been underway to tackle it for many years, however far more attention has been paid to it over the last 18 months due to high profile cases in Rotherham and Oxfordshire. There is some very good practice in the city and colleagues have worked with the Department for Education and the Home Office to help develop government best practice.
- d) A CSE co-ordinator has been appointed as an expert and lead professional for both City Council colleagues and professionals from partner organisations to seek advice from. The Co-ordinator disseminates learning and shares lessons should things go wrong. Nottingham City Council continues to work closely with Nottinghamshire County Council.
- e) Bringing offenders to justice is a challenge. Young people often don't make good witnesses because to the damage that has been done to them. There is also a focus on protecting children from harm and preventing crimes from occurring so often there is no conviction to be sought.
- f) There is a multi-agency CSE Panel chaired by Helen Blackman, Director of Children's Social Care at Nottingham City Council, which tracks each individual vulnerable child that we are aware of. It pulls together information around perpetrators, hotspots, and areas where children congregate that makes them vulnerable. It also ensures that information sharing can happen between organisations.
- g) Work has been done to train and inform the wider workforce and others such as taxi drivers and hotel staff of signs of CSE so they can act as eyes and ears in the community. Young people might talk to other people in positions of trust. We have also done a series of lunchtime seminars to get message out to as many staff as possible. Youth and play workers have also been trained to look out for signs of CSE such as a child having more money than would be expected without explanation or having jewellery or an extra phone.
- h) Child Abduction Notices are very effective and are used to prevent children from being exploited. The notice prohibits specific individuals from approaching specific children.
- i) Nottingham City Council is developing a more sophisticated database and will continue to work with the Police to identify perpetrators and vulnerable children. The Council is planning to write to all parents via schools in the New Year

informing them to look out for indicators of CSE. This is allied to a national campaign taking place in 2016.

During discussions the following further information was provided:

- j) Social workers with high levels of case work tend to be those on front line. Those working with children in care tend to have fewer longer term cases usually in the high teens in number. If it goes over this number it tends to be because they are working with a large sibling group. Some have fewer if they are dealing with very complex cases.
- k) Relationships between social workers and care homes are much better than they were historically and they are managed by the same person. All homes are now small units with 2-3 children and all are rated good or outstanding. There is no issue over who raises concerns and no hierarchy that impacts on this. Homes are extremely closely regulated with monthly internal inspections and 6 monthly Ofsted inspections.
- l) There are very good relationships between the Police and other agencies and no concerns about data sharing. In its report into Police Effectiveness in December 2015, Her Majesty's Inspectorate of Constabulary found that, Nottinghamshire Police is still developing its understanding of CSE but there is an urgent need to expand the knowledge of the threat, harm and risk posed by CSE in Nottinghamshire. This was in relation to area policing teams and not to public protection specialists.
- m) One child at risk of CSE is too many but the actual number we are concerned about is small, between 10 and 15.

#### **RESOLVED to**

- (1) Thanks the contributors for the report and information provided at the meeting;**
- (2) Invite the CSE Co-ordinator to a future meeting to discuss the role and an update on the work underway to tackle CSE in Nottingham.**

#### **14 SCHOOL EXCLUSIONS IN NOTTINGHAM**

Nick Lee, Head of Access and Learning delivered a presentation to the Committee on exclusions from schools in Nottingham. Cllr Sam Webster, Portfolio Holder for Schools also contributed to the discussions. Key points raised included the following:

- a) Only head teachers can make the decision to exclude and this must be done on disciplinary grounds where there has been a breach of the school's behaviour policy. Decisions must be taken within legislative frameworks, including equalities legislation that requires reasonable adjustments to be made in the case of disability, including Special Educational Needs (SEN).
- b) When determining whether to exclude a child, head teachers must reach their decision on the balance of probability rather than beyond reasonable doubt.

Exclusions cannot be made on the grounds of parental behaviour or academic performance and the focus must be on enabling the school to operate, not on punishing the child.

- c) Fixed term exclusions can be for a period of between 1 and 45 days per schoolyear. These can be used as a sanction but should also be a period of time when the school can plan for managing the pupil and their behavioural issues when they return.
- d) For the first five days of exclusion the child should not be in a public place during school hours. They should be at home and parents can be fined if they are not. On the 6<sup>th</sup> day of a fixed term exclusion, the governing body becomes responsible for the full time education of the child. If alternative arrangements are not possible the school should set and mark work for the child.
- e) Parents have no right of appeal against fixed term exclusions but they can ask governing body to consider their views. Governors must review the decision and consider reinstatement if an exam will be missed or if a child has been excluded for more than 15 days in any single term.
- f) In the case of permanent exclusions from the 6<sup>th</sup> day the Local Authority is responsible for arranging alternative provision. The governing body is also required to review the decision of the head teacher to permanently exclude a child. Parents are also entitled to request an independent review which must take place within 15 days of the request for the review. If SEN are a factor the parent can require the attendance of an SEN expert at the review hearing. Reviews cannot reinstate the child but can recommend that the governing body review their decision.
- g) Following a permanent exclusion the Local Authority where the child is resident is responsible for the provision of their education. The City Council uses facilities at Denewood and Unity learning centres or other alternative provision if appropriate. The City Council is working with Nottinghamshire County Council to provide a broader range of support. If appropriate, the child may return to a mainstream school.
- h) There has been a significant increase in the number of secondary exclusions in recent years from 28 in 2012/13 to 111 in 2014/15. Since a number of city secondary schools were taken into special measure there have been significant changes in school leadership, and a big focus on improving behaviour which is likely to have impacted upon this rise.

During discussions the following points were raised:

- i) The funding that follows the pupils after they are excluded from school does not cover the cost of the exclusion and alternative provision. Discussions are currently underway about seeking full cost recovery from schools that the cost of exclusion rests with the school not the Local Authority.
- j) Following a permanent exclusion Key Stage 4 pupils tend to go to alternative provision rather than Denewood or Unity and providers of alternative provision



are quality assured. Denewood is currently in special measures but the latest monitoring report from Ofsted suggests that good progress being made. Unity is currently rated as requiring improvement. Alternative provision is currently being examined and proposals can be reported to the Committee in the future.

Improving alternative provision is a priority and the rigid academic approach that schools are increasingly required to take does not work for all pupils.

**RESOLVED to**

- (1) thank contributors for the information they provided;**
- (2) to request that further information on the plans for alternative provision is brought back to the committee at an appropriate time.**

**15 WORK PROGRAMME 2015/16**

Rav Kalsi, Senior Governance Officer, introduced a report of the Head of Democratic Services seeking to establish the programme of activity for the Children and Young People Scrutiny Committee for the remainder of the municipal year for 2015/16.

**RESOLVED to**

- (1) review the work taking place in Nottingham on missing children, the alternative provision available for children without a school place in Nottingham, and to receive input from the Children in Care Council on potential work programme ideas at the next Committee scheduled for 16 February 2016;**
- (2) agree the work programme for the Children and Young People Scrutiny Committee for 2015/16, as summarised in the report, subject to the addition of a review of Sex and Relationship Education in Schools in Nottingham.**

This page is intentionally left blank

<b>CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE</b>
<b>16 FEBRUARY 2016</b>
<b>ENGAGING WITH YOUNG PEOPLE IN NOTTINGHAM</b>
<b>REPORT OF HEAD OF DEMOCRATIC SERVICES</b>

**1 Purpose**

- 1.1 To consider the work currently being done by Nottingham City Council to engage young people in Nottingham and to identify any areas that could be built into the work programme for future scrutiny by the Children and Young People Scrutiny Committee.

**2 Action required**

- 2.1 To receive an overview of the work currently taking place to engage young people in Nottingham, including a report of activity from the Children in Care Council and the Youth Cabinet.
- 2.2 The Committee might consider how alternative methods of engaging young people in Nottingham, including a school visit or meeting with members of the Children in Care Council or the Youth Cabinet.

**3 Background information**

- 3.1 To better inform its focus for future scrutiny activity, developing a way of engaging with young people and those in receipt of vital services would provide a greater focus to the Committee's work programme.
- 3.2 The Committee welcomes the input from the Council's lead Engagement and Participation Officer in supporting greater input from the Children in Care Council, the Youth Cabinet and the Primary Parliament.

**4 List of attached information**

- 4.1 None.

**5 Background papers, other than published works or those disclosing exempt or confidential information**

- 5.1 None.

**6 Published documents referred to in compiling this report**

- 6.1 None.

**7 Wards affected**

- 7.1 Citywide.

## **8 Contact information**

- 8.1 Rav Kalsi  
Senior Governance Officer  
0115 8763759  
[rav.kalsi@nottinghamcity.gov.uk](mailto:rav.kalsi@nottinghamcity.gov.uk)

**Nottingham City Children's Partnership**

# **Children and Young People's Participation Strategy**

## **Our vision**

Nottingham is a city where all children, young people and families are listened to and involved in the decisions that affect their lives. Our services actively engage children, young people and families and use their views and experiences to inform plans and improve outcomes for both individuals and services. We have systems in place to support participation work and our workforce has the skills and knowledge needed to ensure the views of children, young people and families are heard and make a difference. Participation is embedded in our culture and practice

## **Values and drivers**

Article 12 of the United Nations Convention on the Rights of the Child states that children and young people have a basic right to have a say and be taken seriously in all matters which affect them and requires government organisations to actively engage them in decision making.

Empowering children and young people to participate in decision making about their own lives and affect the development of services that support them is a key objective of the Children's Partnership and is a value embedded within the Children and Young People's Plan.

The Munro review and new Ofsted Safeguarding and Multi-agency inspection frameworks make explicit the responsibility of local authorities and their partners to empower, listen to and act on the voice of the child throughout their journey through services. This is particularly important for children and young people in care, care leavers and those on the edge of care, those under a Child Protection order; and those at risk of Child Sexual Exploitation.

Our Strategic Commissioning pathway commits us to co-produce each stage of the review process. We have developed tools for supporting participation of children and young people in reviews and will continue to roll these out across the Children's Partnership.

The Children and Families SEN Act places a requirement to involve SEND children, young people and family carers in the development and delivery of local offers, with representation of young citizens and their parents and carers in programme workstreams and at governance level.

The Council's Family Support Pathway and Early Help Strategies provide the context for participation in targeted and specialist services, including work around Priority Families, Common Assessment Framework referrals and Young Carers.. Additional drivers include participation for inclusion by LGBT and BME communities, and work to prevent radicalisation and support community cohesion.



## **Types of participation**

Participation is the meaningful involvement by citizens in the decision making processes which affect their lives. The three types of participation covered by this strategy are:

**Individual participation**, where a citizen is involved in the planning and design of his or her own service plan or pathway plan, including for example care pathways, personalised budgets, personal education and health plans. Ensuring the individual child has a say in decisions about his or her life and service provision is the bedrock of good participation practice.

**Social participation**, for example through engaging with services or through specific social action projects, community-based youth and play work or school-based citizenship programmes where young citizens are motivated to be involved in their community and participate in the design and delivery of activities and programmes. Active citizenship skills are developed and service providers have opportunities to engage with children and young people in their own environment.

**Public participation**, typically through involvement in forums or councils, participation in surveys and consultations or through activities linked to quality assurance and improvement of services (such as inspection, mystery shopping and involvement in recruitment), and representation on boards and committees. This work has the potential to make strategic as well as operational impact, with children and young people helping shape decision making at senior level.

Our strategy aims to ensure children and young people have opportunities for meaningful participation across all three contexts, depending on the needs and aspirations of the individual, and to demonstrate through clear evidence the impact their voices have on improving services and the quality of provision for young citizens.

## **Models for Engagement and Participation**

There are a number of models and tools to support our understanding and practice of participation.

*Sharing the Future*, developed locally by colleagues from Nottingham City Council and the Youth Cabinet, Lincolnshire County Council and Nottingham University, is the preferred model for explaining how and why we engage children and young people for participation. Details of the model are found in Appendix 1.

Children's Social Care team workers and other targeted and specialist services use *Signs of Safety* as their standard engagement toolkit.

## **Participation Charters and surveys**

We communicate our commitments to provide high quality services to children and young people through a series of charters. These charters promote and support a culture of engagement and participation across the partnership, ensuring that our services listen to and respond positively to children and young people's views, using their experiences to make improvements.

The charters are:

- Children and Young People's Charter
- Parents' and Carers' Charter
- Children in Care and Care Leavers' Charter

The Children in Care and Care Leavers' Charter is supported by an annual Have Your Say survey for all children and young people receiving services in these areas. The information from these surveys is used to inform action plans to improve relevant services and is also incorporated into the Joint Strategic Needs Assessment to provide an evidence base for other partners to use. Young people play a key role in assessing survey results and recommending areas for improvement, and monitoring progress.

## **Opportunities for Children and Young People**

### **1. Individual participation**

We aim to provide every child and young person with the opportunity to have their say about the services they receive, and we promote a culture of ongoing engagement and participation across the Children's Partnership. We provide opportunities for individual participation across Targeted and Specialist services and we have processes in place to ensure that the Targeted and Specialist workforce, including social care workers, work in a way that empowers all children and young people so that can have a say in their own pathway plans.

We are developing systems that accurately capture and record the voice of the child and ensure that actions arising from their wishes and feelings are acted on and results fed back. We want to be able to make information on wishes and feelings easily and clearly accessible to other professionals so that the child's voice stays in view throughout their journey through our services. We will continue to provide opportunities for those with individual care plans to lead the processes that support their care, e.g through chairing review meetings, placement panel meetings

Relevant partners include:

- Nottingham Children's Safeguarding Board partner organisations
- Corporate Parenting Board members and partner organisations
- Children in Care Team

- Targeted and Specialist services including Child Protection, Child in Need and CAF teams

In 2015-16 we will:

- ***Manage the Have Your Say survey process to ensure Children in Care and Care Leavers have an opportunity to share their views, experiences and ideas for change with the Corporate Parenting Board***
- ***Set up new Corporate Children in Care Council meetings as part of the CiC Council calendar to provide a forum for young people's engagement with senior officers from Children's Social Care team***
- ***Support projects including Protect and Respect and GREAT to ensure participation of children and young people in the development of services addressing child sexual exploitation and domestic violence risks***
- ***Monitor the level and quality of participation of children and young people receiving specialist and targeted services through the Quality Assurance Strategy process, including audits of Children in Need, Child Protection and LAC reviews***
- ***Identify ways in which the views, experiences and ideas for change of children and young people receiving targeted and specialist services can be aggregated and inform plans for improvement; design and implement an action plan to achieve this***
- ***Support the delivery of priority areas for participation as identified in Safeguarding Board Communication and Engagement Plan***

## 2. Social participation

We aim to ensure all children and young people have the opportunity to participate in active citizenship activities in their neighbourhood, both at school and in the community.

The National Citizenship Service offers young people the opportunity to engage in social action projects to benefit the community while acquiring skills and knowledge for active citizenship. We are a valued partner in this work and contribute towards skills development for the NCS cohort and ensure the programme is linked to relevant neighbourhood partners.

Relevant partners:

- Early Help children's centre, play and youth teams
- Neighbourhood Services
- City schools, academies and colleges
- National Citizenship Service
- NCVS partners
- Strategic Commissioning Team



In 2015-16 we will:

- **Support the Early Help service to listen to the views of children and young people through participation-based projects in play, youth and early years settings**
- **Support National Citizenship Service to deliver its programme and link to strategic programmes including Bite the Ballot**
- **Improve processes for capturing and recording information from social participation into the Joint Strategic Needs Assessment and strategic commissioning reviews, in particular the Child Development review**
- **Support voluntary sector development through participation training including briefings to Children and Young people's Provider Network and bespoke workforce development activities**

### 3. **Public participation**

We aim to provide opportunities for high-quality participation in strategic decision making activities through the Participation in Governance Programme. This is a programme of meetings and activities that enables children and young people to regularly come together with partners from the Children's Partnership to influence strategic decision making through consultation and co-productive working, in particular on strategic commissioning reviews and major transformation programmes. The programme includes the following groups:

- Youth Cabinet: leadership group for young people aged 16-19. Members sit on various boards and steering groups and help manage the Participation in Governance programme.
- Youth Council: Termly convention of young people from projects and participation groups across the city. Early Help strategy themes of Learning City; Resilient City; Healthy City
- Primary Parliament: Twice-termly convention of year 5 and 6 children from city primary schools. Agenda as Youth Council above, with activities differentiated for age.
- Children in Care Council: Participation group for young people in care and care leavers. Members from the group sit on the Corporate Parenting Board and contribute to assessment of the annual CiC and Care Leaver's *Have Your Say* survey
- Special People Group: A participation group for young people with special educational needs and disabilities, including physical disability, learning disability and autism.
- Action for Young Carers; participation forum and activity groups for children and young people with caring responsibilities, aged from 5 to 19

Relevant partners:

- Children's Partnership Board members and partner organisations
- Corporate Parenting Board members and partner organisations
- Councillors and senior council officers including Directors and Heads of Service
- National organisations including MPs and Government agencies
- Strategic Commissioning Team

In 2015-16 we will:

- ***Deliver the Participation in Governance programme with Youth Cabinet, Youth Council, Primary Parliament meetings each term***
- ***Theme meetings linked to CYP Plan priorities (Education, Work and Training; Safe Lives, Positive Neighbourhoods; Healthy, Creative You) and work with partners to provide opportunities for them to engagement with children and young people and co-produce strategies and plans together***
- ***Double the number of Primary Parliament meetings each term and increase the number of primary schools taking part to 100 (40 uniques)***
- ***Deliver the Debate Science youth science parliament programme locally and at European Science Open Forum 2016***

## **Resources, tools and monitoring**

We have a range of tools to support engagement and participation work, as well as links to resources and toolkits developed by other local authorities and national participation agencies. We will continue to encourage use of these to support workforce-led and peer-led activities and make available these resources online.

A series of reports from the East Midlands Regional Participation Leads Group have established regional best practice standards and we reference these in the development of our local plans and approaches. The document "*Framework guidance for participation of service users in Strategic Commissioning Reviews*" is the benchmark document for commissioners undertaking citizen engagement within the commissioning cycle and we aim to develop similar standards for strategic procurement and neighbourhood-based services. In 2015-16 we will:

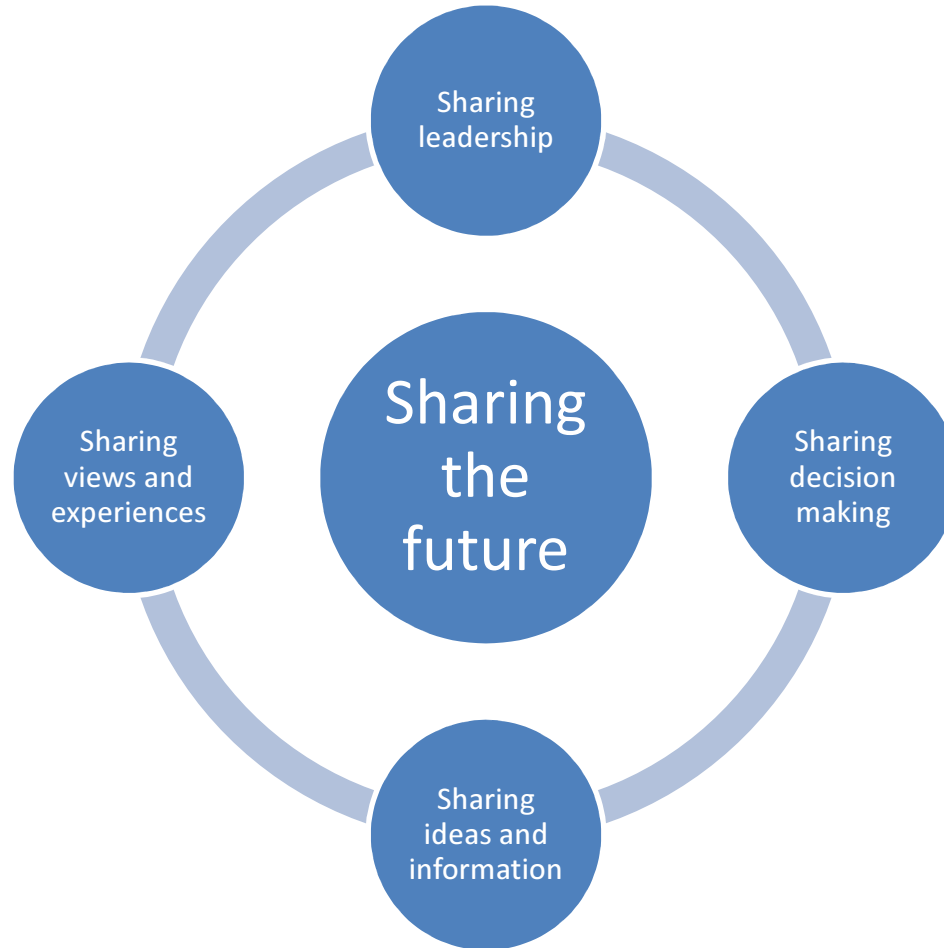
- ***Establish Sharing the Future as the preferred participation model for NCC***
- ***Create online toolkit for Research, Engagement and Consultation team website including Sharing the Future tools and case studies***
- ***Ensure work is linked to post-Ofsted improvement plan are met and reported, including quarterly monitoring requirements on Covalent***

## **Workforce development**

We will continue to build the capacity of our workforce to empower children and young people to have a strong voice. In addition to actions to improve workforce capacity in Targeted and Specialist service areas we will provide opportunities for training and development across the wider Children and Families workforce. In 2015-16 we will:

- ***Provide Signs of Safety training to internal and external partners including voluntary sector***
- ***Provide workforce development support to Early Help service play and youth workers to develop their capacity to deliver participation-based work in neighbourhoods***

# Sharing the Future



# Use Sharing the Future to...

- Engage, enable and empower children and young people
- Provide strategic direction and vision to participation projects and plans
- Plan practical participation activities, plans and processes
- Monitor and manage participation plans during the process
- Assess the outcome of participation after the process
- Develop children and young people's skills, knowledge, confidence, thinking skills and leadership capacity
- Develop workforce skills and confidence
- Inspire a culture of participation and shared decision making with children and young people within your organisation



## Sharing ideas and information

May include... activities and processes to exchange information about who people are, where they live and what they do with their lives; how and why things work; ideas about what might happen in the future and what future needs will be. Consideration of local, national and global change factors, societal developments, new policies and innovations. Exchange through informal and semi-formal engagement, creative activities, games and play, experimentation and performance, using virtual and traditional means.

For example, children and young people might participate in:

- *Play, youth and community events, festivals, learning centre visits, open days, pop up shops, street level engagement*
- *Lectures and talks, exhibits, demonstrations*
- *Creative performances, art, music and drama activities and exhibitions*
- *Visits to and from providers, fact finding activity, role models and mentoring, peer to peer learning activities*



## Sharing views and experiences

May include... activities to enable people to freely exchange views and experiences about their lives, their aspirations and barriers; what things people need in life and what they use to get what they need; looking at how the products, services, systems and processes that exist to support people have benefited them or not; identifying what people want from the future and their ideas for change.

For example, children and young people might participate in:

- *Creatively-based group exploration activities and information exchange*
- *Focus group interviews, attitudinal and experiential surveys, behaviour discovery workshops, fact finding activity*
- *Public gatherings, meetings and forums, group discussions, citizen councils and juries, youth parliaments*
- *Stakeholder conference events, service and product -specific development, reference groups, monitoring and review activities*



## Sharing decision making

May include... active citizen involvement in the process of deciding how strategies, plans, products and services are defined and developed; involvement in the implementation, delivery and review of these. Making decisions throughout the design, planning and production process, co-producing as equal stakeholders and shared beneficiaries of change.

For example, children and young people might participate in:

- *Group decision making activities, co-production groups, planning for real activity, participatory budgeting*
- *Reviewing work, making assessments and recommendations for change*
- *Developing specifications for new products, services and commissioning frameworks*
- *Participation in stakeholder voting and product/service approval processes*
- *Citizen conferences making recommendations and issuing directives*



## Sharing leadership

May include... visible citizen involvement in leadership activities, at home, in the community, in education, work and training and throughout civil society, government, public, voluntary and private sector organisations. Regular, sustained involvement and participation in steering, oversight and governance structures and in all forums for public representation.

For example, children and young people might participate in:

- *Peer to peer demonstration, information sharing, dissemination activity*
- *Youth leadership volunteering, role modelling, citizenship, peer mentoring*
- *Involvement in project steering groups, panels and partnership forums*
- *Youth parliaments, cabinets and councils, youth mayor and MP projects*
- *Citizen ambassador, change-maker volunteer programmes, public speaking*
- *People's councils, community forums, citizen panels*
- *Governance boards and strategic-level partnerships*





<b>CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE</b>
<b>16 FEBRUARY 2016</b>
<b>CHILDREN WITHOUT SCHOOL PLACES IN NOTTINGHAM</b>
<b>REPORT OF HEAD OF DEMOCRATIC SERVICES</b>

**1 Purpose**

- 1.1 To explore the work taking place in Nottingham to support children without school places.
- 1.2 To ensure that the school organisation programme is being developed and delivered in a way that meets the demand for school places in the city.

**2 Action required**

The Committee is asked to

- 2.1 consider the work taking place to support children without a school place in Nottingham;
- 2.2 use the information received at the meeting to inform scrutiny of the management of school places in the City of Nottingham;
- 2.3 identify any potential areas for further scrutiny for inclusion in the work programme.

**3 Background information**

- 3.1 Local authorities are statutorily responsible for ensuring that there are sufficient school places, in their area. Local authorities carry out an assessment of demographic changes and then plan and commission the required school places. Financing includes the use of funding provided by the Department for Education (DfE). In many cases, there will be a range of possible solutions to providing new school places, ranging from building new schools, permanent or temporary school extensions to converting existing space within schools for use as classrooms.
- 3.2 Local authorities rely on the co-operation of individual schools to expand existing provision to meet demand, although space on existing school sites might limit this, as well as the legal limits on the size of certain primary classes.
- 3.3 The impact of rising school-age children is an important issue locally, carrying significant financial implications. The number of pupils on roll in Nottingham schools has increased steadily since 2011 as follows:

	2011	2012	2013	2014	2015
Primary Total	20,822	21,410	22,181	23,253	24,623
Secondary Total	13,311	13,315	13,342	13,169	13,258
City all age total	34,133	34,725	35,523	36,442	37,881

City Census profiles – January 2015 data

- 3.4 Since 2010, Nottingham City Council has been implementing an extensive school expansion programme to add primary school places in the areas of most need, following a local population increase. In total over 4,000 additional places will have been provided at a cost of over £32m,
- 3.5 However, despite the work being undertaken to increase capacity there are, at any given time, a small number of children who are not currently attending a city school or academy. The Committee is asked to explore the work taking place to support those children without a school place in Nottingham.

#### **4 List of attached information**

- 4.1 None.

#### **5 Background papers, other than published works or those disclosing exempt or confidential information**

- 5.1 None.

#### **6 Published documents referred to in compiling this report**

- 6.1 Nottingham Insight Census profiles  
<http://www.nottinghaminsight.org.uk>
- 6.2 Office for National Statistics  
<http://www.ons.gov.uk/ons/taxonomy/index.html?nscl=Population+Change>

#### **7 Wards affected**

- 7.1 Citywide.

#### **8 Contact information**

- 8.1 Rav Kalsi, Senior Governance Officer  
[rav.kalsi@nottinghamcity.gov.uk](mailto:rav.kalsi@nottinghamcity.gov.uk)  
0115 8763759

<b>CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE</b>
<b>16 FEBRUARY 2016</b>
<b>MISSING CHILDREN</b>
<b>REPORT OF HEAD OF DEMOCRATIC SERVICES</b>

**1 Purpose**

- 1.1 To consider the work being carried out by Nottingham City Council in supporting children who go missing from care and from home.
- 1.2 To identify any issues that could be built into the work programme for future scrutiny activity.

**2 Action required**

- 2.1 The Committee is asked to explore what action Nottingham City Council is taking to tackle missing children in Nottingham.

**3 Background information**

- 3.1 The term ‘missing’ refers to children and young people who have run away from their home or care placement or have been forced to leave or whose whereabouts is unknown.
- 3.2 Although children from all backgrounds will go missing, there are some groups more likely to runaway than others. For example, nationally, 10,000 children run away from care home or foster placements each year.<sup>1</sup> These children may face an increased risk of significant harm, including the potential of being of being exposed to the risk of alcohol and drugs, criminal and sexual exploitation.
- 3.3 Approximately 250,000 people go missing every year in the United Kingdom. Estimates suggest that roughly two-thirds of all missing cases relate to children and young people, meaning around 140,000 people under the age of 18 go missing each year.<sup>2</sup>
- 3.3 The discussion will focus on the following:

The work undertaken in prevention, protection and service provision for missing children.

In Nottingham City there are well established arrangements to respond to missing children. These are based on effective partnership working with key agencies, particularly the Police. This work is undertaken in

<sup>1</sup> The Children’s Society, <http://www.childrensociety.org.uk/news-and-blogs/our-blog/why-international-missing-childrens-day-matters>

<sup>2</sup> Missing People, registered charity. <https://www.missingpeople.org.uk/about-us/about-the-issue/policy-parliamentary-work/69-auto-generate-from-title.html>

accordance with both national and local practice guidance, particularly the Nottingham City Safeguarding Children Board (NCSCB) Missing Children Protocol.

Local arrangements are comprised of a number of connected elements

- Strategic – The NCSCB has a multi-agency Missing Children sub-group. This group ensures that there is effective communication and coordination of local activity. The group also examines local practice in relation to children missing from education.
- Operational – Work with missing children takes place in the context of the wider safeguarding arrangements. Measures which have been previously considered by the Scrutiny Committee make a direct contribution to promoting the safety of vulnerable children who go missing, e.g. the MASE panel receives information about children who are at risk of sexual exploitation who go missing. In addition to the wider arrangements there are specific measures in place for missing children. Every month there is a meeting between Police and Children’s Social Care staff to discuss those children who have been reported missing most frequently in the previous period. It has recently been agreed that a manager from one of the City Council’s residential unit will attend these meetings to ensure the needs of children living in residential settings are given ongoing consideration. Further elements of the response to individual children are set out in the following section.

The systems in place to effectively respond to children who go missing or absent.

The Police share information about all children who are reported missing with the City Council. This information differentiates between those children reported missing and those who are identified as absent. The absent category was introduced in national guidance in 2013 to differentiate between those young people whose whereabouts were not known and those young people who were not where they were supposed to be. The Police also notify the City Council when children who have returned. This information sharing takes place with the City Council Missing Children team, which is a small team that is now line-managed by the Child Sexual Exploitation Coordinator.

When a child has returned their family will either be written to, offering information and guidance, or, where concerns are more serious a return interview will be offered. There is a differentiated response as most young people who are reported missing are absent for very short periods. Some young people however are more vulnerable e.g. go missing on more than one occasion or are identified as being at risk of CSE. It is important therefore that there is a proportionate respon.

The purpose of a return interview is to offer support to the young person and their family and to identify/address safeguarding needs. All return interviews are undertaken by someone independent, i.e. not responsible for the day to day care of the young person.

Where a young person is identified as being particularly vulnerable a meeting will take place to look at how best to support and protect them. This meeting will be chaired by an Independent Reviewing Officer and will involve staff from all agencies who work with the child and family.

Developing an increased understanding and awareness of missing children, their parents and carers.

The missing children receives quarterly reports about the number of young people reported as missing and so can identify any local trends or developments. At an individual level return interviews provide an insight into the needs and challenges faced by children, young people and their carers.

Further work is planned to develop a system of analysing the information is return interviews to provide a more qualitative insight into the local profile of children and young people who go missing. This will also provide useful intelligence which will be shared with Police colleagues to further strengthen the response to children who go missing.

Is there a multi-agency response to meeting the needs of children and young people who are missing or absent?

As will be seen from the information above the response to children who go missing in Nottingham is multi-agency in nature, with all key organisations fully engaged in supporting vulnerable children.

**4 List of attached information**

4.1 None

**5 Background papers, other than published works or those disclosing exempt or confidential information**

5.1 None.

**6 Published documents referred to in compiling this report**

6.1 Nottingham City and Nottinghamshire Safeguarding Children Board Missing Children Protocol

6.2 Statutory Guidance on Children who Run Away or go Missing from Home or Care (Department for Education June 2013)

**7 Wards affected**

7.1 Citywide.

**8 Contact information**

8.1 Rav Kalsi  
Senior Governance Officer  
[rav.kalsi@nottinghamcity.gov.uk](mailto:rav.kalsi@nottinghamcity.gov.uk)  
0115 8763759

<b>CHILDREN AND YOUNG PEOPLE SCRUTINY COMMITTEE</b>
<b>16 FEBRUARY 2016</b>
<b>PROGRAMME FOR SCRUTINY</b>
<b>REPORT OF HEAD OF DEMOCRATIC SERVICES</b>

**1. Purpose**

To identify potential topics for scrutiny for 2015/16.

**2. Action required**

The Committee is asked to consider potential topics for the Children and Young People Scrutiny Committee.

**3. Background information**

3.1 The Children and Young People Scrutiny Committee will set and manage a work programme to fulfil overview and scrutiny responsibility in relation to children and young people to:

- (i) provide an appropriate and robust level of challenge to those in authority and hold local decision-makers, including the Council's Executive, to account for their decisions, action and performance;
- (ii) review policy and contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham's children and young people;
- (iii) explore any matters affecting Nottingham's children and young people;
- (iv) make reports and recommendations to relevant local agencies in relation to the delivery of their functions, including the Council and its Executive, and monitor implementation of all accepted recommendations.

3.2 To add referrals from the Overview and Scrutiny Committee to the Committee's work programme.

3.3 To consider referrals from partners and citizens to support effective delivery of a co-ordinated work programme.

3.4 To invite, take account of and respond to the views of local people (including children and young people) about their concerns and the delivery of services in relation to children and young people.

3.5 To be required to consider the following issues / topics when developing the work programme, though the Committee's scrutiny activity need not be limited to these matters:

- (i) Safeguarding

- (ii) Looked After Children
  - (iii) Vulnerable Children and Young People (eg in relation to disability, domestic violence, missing)
  - (iv) Child Sexual Exploitation
  - (v) Early Intervention
  - (vi) Educational Attainment
  - (vii) Commissioning of Services for Children and Young People
  - (viii) Performance of Services for Children and Young People
- 3.6 To consider potential risks to children and young people, how they are being managed and to report concerns as soon as possible to the appropriate individuals/ bodies if risk is identified;
- 3.7 To monitor the progress made by, and effectiveness of the Council and its partners, in addressing the areas of concern and specific recommendations for actions made by Ofsted and any other relevant inspection/ assessment bodies;
- 3.8 To have regard to the work of other committees/ panels/ boards, such as the Corporate Parenting Board and the Local Safeguarding Board, to avoid duplication, but to ensure that such bodies are held to account when appropriate;
- 3.9 To refer any health issues in relation to children and young people to the Health Scrutiny Committee.

#### Policy briefings

- 3.9 Through the process of developing the programme for the Children and Young People Scrutiny Committee, the Committee may identify issues which call for a policy briefing. The purpose of these briefings is to inform councillors about a current key issue or to prepare councillors for review work that has been commissioned. These informal briefings will not be occasions for scrutiny to be carried out, although they may result in a suggestion for a new scrutiny topic, which would need to be considered by this Committee against the current programme for scrutiny and available resource.
- 3.10 Policy briefings will not form part of the Committee's agenda but will be held separately and be open to all councillors to attend.

#### Monitoring programme for scrutiny

- 3.11 On an ongoing basis the Committee will be responsible for managing and co-ordinating the programme for scrutiny and assessing the impact of scrutiny activity. At all future meetings the Committee will monitor the progress of the programme, making amendments as appropriate.



## Potential areas for inclusion on the work programme

3.12 Below is a list of areas the Committee might want to explore during 2015/16:

- Child sexual exploitation
- Youth homelessness
- Fostering & Adoption
- Ofsted update on inspection April 2014
- Community learning
- Healthy lifestyles
  - Healthy weight
  - School food plan
  - Drug and alcohol misuse & legal highs
- Domestic violence – impact on children
- Post Ofsted improvement plan update – session on social worker caseloads
- Look After Children – leaving care – focus on pathways for LAC leaving care
- Safeguarding in Schools – focus on sex education and safeguarding risks
- SEND overview
- Young carers in Nottingham – focus the support in place
- Safeguarding Children – Children who go missing (links to CSE?)
- Behaviour in schools (or PRUs)
- Placement of Looked After Children in Schools
- Examination of the role of the Corporate Parenting Board

### Regular updates to the committee

- Post Ofsted Improvement update
- NCSCB Updates
- Overall safeguarding performance monitoring
- CSE (noted below as mandatory)

### Mandatory topics (under the terms of reference)

- Safeguarding
- Looked After Children
- Vulnerable Children and Young People (eg in relation to disability, domestic violence, missing)
- Child Sexual Exploitation
- Early Intervention
- Education Attainment
- Commissioning of Services for Children and Young People
- Performance of Services for Children and Young People
- Monitor the progress made by, and effectiveness of the Council and its partners in addressing actions made by Ofsted

4. **List of attached information**

Appendix 1 – work programme 2015/16.

5. **Background papers, other than published works or those disclosing exempt or confidential information**

None

6. **Published documents referred to in compiling this report**

None

7. **Wards affected**

Citywide

8. **Contact information**

Contact Colleagues  
Rav Kalsi  
Senior Governance Officer  
[Rav.kalsi@nottinghamcity.gov.uk](mailto:Rav.kalsi@nottinghamcity.gov.uk)  
0115 8763759

<p>16 February 2016</p>	<ul style="list-style-type: none"><li>• Engagement Programme with Young People</li><li>• Children without school places in Nottingham</li><li>• Missing children</li><li>• Programme for Scrutiny</li></ul>
<p>12 April 2016</p>	<ul style="list-style-type: none"><li>• Item 1</li><li>• Item 2</li><li>• Item 3</li><li>• Programme for Scrutiny</li></ul>

This page is intentionally left blank