

**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF CHILDREN SERVICES TASK AND FINISH PANEL
HELD ON TUESDAY, 21 SEPTEMBER 2010
IN CONFERENCE ROOM, CIVIC OFFICES, HIGH STREET, EPPING
AT 7.05 - 8.45 PM**

Members Present: Mrs L Wagland (Legal and Estates Portfolio Holder) (Chairman), , Ms R Brookes, Mrs T Cochrane and Ms J Hedges

Other members present:

Apologies for Absence: Mrs P Brooks and Mrs R Gadsby

Officers Present J Chandler (Assistant Director (Community Services and Customer Relations)) and A Hendry (Democratic Services Officer)

1. APPOINTMENT OF VICE CHAIRMAN

Councillor Mrs R Brookes was elected Vice Chairman of the meeting.

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

The Panel noted that there were no substitute members.

3. DECLARATIONS OF INTEREST

No declarations of interest were made.

4. TERMS OF REFERENCE

The Assistant Director Community Services and Customer Relations, Julie Chandler, introduced herself as the lead officer for this Panel. She outlined the structure and services provided by Epping Forest District Council. These services were primarily provided for children and young people aged 5 years plus, although there are some targeted programmes for under 5's and young people up to 25 years with special needs. The main programmes are mainly centred on sports and health improvement, holiday play schemes, dance, theatre and arts projects and community based initiatives. There was also a wide range of social inclusion work done on Super Output Area's (SOAs) and disadvantaged areas targeted at young people. There were also in-school road shows and projects to promote health, safety and well being (Crucial Crew and Reality Road show).

The Council's Community Services provide a very wide range of programmes, activities and events for children and young people, including those with additional needs. A significant proportion of the work is funded through external funding secured via competitive application processes to provide initiatives such as social inclusion programmes and programmes targeted at children with additional needs including those with confidence issues, low self esteem, low achievers or those with moderate disabilities. Where the Council is restricted from applying to funding bodies, voluntary groups and parishes are supported to apply for funding for joint projects.

Community Services operational budgets are predominantly utilised for staff costs as the majority of work is delivered by the staff themselves in conjunction with a range of external partners.

It was noted that Essex County Council was the key service provider from pre-birth to age nineteen. They were responsible for providing:

- Education (Primary, secondary and targeted);
- Social care;
- Youth services;
- MAAG's – Multi Agency Action Groups (Youth Services, Social Care, Schools, Police etc.);
- Children Centres.

Essex CC also work closely with the following to provide as complete a services as possible: NHS/ Primary Care Trusts (work may now be devolved to local GPs) who would provide acute and primary care services, antenatal and breastfeeding services and also mental and emotional health and well-being; the Voluntary Sector who would provided such things as youth activities, after school clubs and targeted work with special needs; the Private Sector who provide such things as sport clubs and classes, dance and performing arts clubs and childcare and nurseries; and of course Epping Forest District Council.

The new structure for Essex CC Children's services had been revised for the second time in two years following a recent Ofsted and now included an 'Improvement Board' at the top overlooking a 'Strategic Joint Commissioning Group'; an Executive; local children's commissioning and delivery boards and local children's partnerships. It was noted that the only two areas of children's services that would receive committed funding in the future were Child Protection and Looked After Children.

It was also noted that ECC were still not performing well in terms of Safeguarding and Child Protection, as their latest 'Ofsted' report was classed as unsatisfactory.

EFDC has its own Safeguarding Policy which had been updated in June 2009 and a Corporate Safeguarding Group which had representatives from all service areas, member representation and the voluntary sector. We were the first council in Essex to do so and this has been praised as an example of best practice in Essex.

All staff working directly with children and families are trained in Safeguarding & Promoting the Welfare of Children and Members and other front line staff are also to undergo training in safeguarding practice to enable them to identify problems they may come across in their day to day activities.

NB. Copies of Julie Chandler's presentation are attached to these minutes.

The Panel then clarified their expected areas of research and investigation for the purposes of taking the work of the Panel forward. They agreed:

- They should review the purpose and operation of new arrangements for children's services in Essex and the new Essex structure;
- Challenge ECC theoretical and/or strategic plans;
- Identify what was the real effect of services 'on the ground';
- To review ECC youth services in Epping Forest District;
- To review arrangements for safeguarding and promoting the welfare of Epping Forest's children;

- Review the current provision of children and young people's services provided directly by EFDC;
- How to make a positive impact on Children and Young People's lives with less resources; and
- What are EFDC's priorities.

The Panel noted if they had not completed their review by the end of the municipal year they would try and get an interim report out by April 2011.

The Panel decided that the various members should research different aspects of this theme:

- Councillor R Brookes to look at general activities; trampolining programmes for children with additional needs and to attend the Epping Forest Children's Partnership on November 19th. Julie Chandler to provide contact details.
- Councillor T Cochrane would look into the special needs and how to improve its delivery to this district. Julie Chandler to identify appropriate contacts for Councillor Cochrane;
- Councillor L Wagland to talk to 'Kids Company' and get their views on Essex County Council services;
- Councillor L Wagland to look at Fostering at Redbridge Council - to get comparative information from them;
- Councillor J Hedges to investigate general services such as Crucial Crew and also to look at obesity. Julie Chandler to advise on contacts;
- Councillor J Knapman to look at and report back on the Essex Safeguarding Children Board;
- Councillor L Wagland to also look at the District's "Killed or Seriously Injured" stats for young people – Caroline Wiggins to be approached about this.
- Julie Chandler to report back on Essex County Council services in general.

Next Meeting:

To get Geoff Mangan to come to the Panel's next meeting and speak on schools work and local issues and maybe Fabrizio Ferrari (Sports Development Officer) to talk about various programmes for children and young people in the district.

Future Meetings:

To arrange for someone from the NHS/PCT to attend a future meeting.

5. DATE OF NEXT MEETING

The Panel agreed that the next meeting was to be held on Friday 5 November, starting at 2pm.

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Task and Finish Children's Services Review

Overview of services provided for children and young people in Epping Forest District

Julie Chandler

Assistant Director

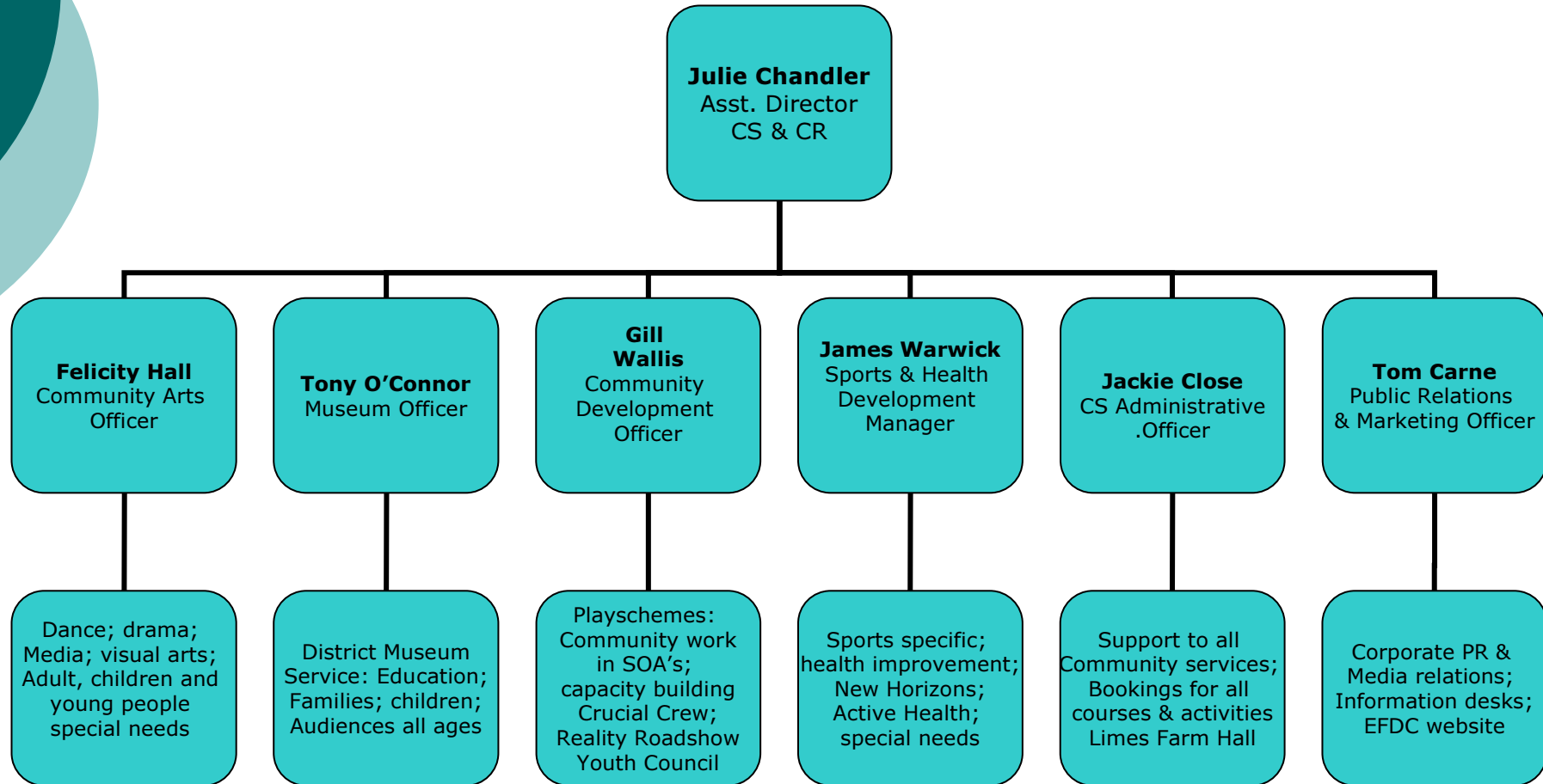
Community Services & Customer Relations

September 2010

Content of Presentation

1. EFDC Community Services Staff structure
2. Overview of EFDC's contribution to services for children and young people
3. Community Service Budgets
4. Essex Overview of Children's & Young People's Services & 'levels' of provision
5. Essex Safeguarding Children responsibilities
6. EFDC Safeguarding responsibilities
7. Acronyms unveiled....
8. Role of the Children's Services Task & Finish Group

EFDC Community Services & Customer Relations Structure



What services are provided by EFDC?

EFDC services are primarily provided for children and young people 5 years+, although targeted programmes are also provided for under 5's and up to 25's with special needs

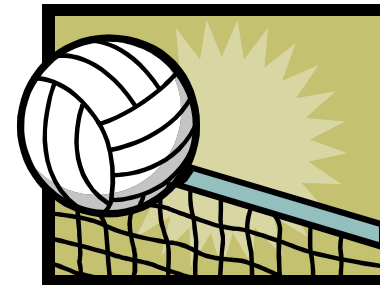
- Sports, physical activity and health improvement programmes (including children with special needs)
- Holiday playschemes, activities and events
- Dance, theatre and arts projects and targeted programmes (special needs and looked after children)
- Social inclusion work in SOA's / disadvantaged areas targeted at young people
- In-school roadshows and projects to promote health, safety and well being (Crucial Crew, Reality Roadshow)
- Externally funded projects (eg. *HealthWorks*)

Examples of EFDC work

The Council's Community Services Department provides a very wide range of programmes, activities and events for children and young people, including those with additional needs. Much of this provision is funded through external funding secured via competitive application processes. The following provides an idea of the types of provision:

Social inclusion programmes –

targeted sports, dance and arts sessions aimed at young people in disadvantaged areas, to assist in the reduction of anti-social behaviour, crime and vandalism. An example of this is the Limes Farm Project which provides football, multi-sport and dance programme 2 x nights per week for 13 – 18's. Benefits – reduction in ASB, young leaders trained as coaches, greater community respect



Targeted programmes for children with additional needs

– trampolining classes for children identified by schools as having low self esteem / confidence issues, low achievers or those with moderate disabilities

More examples....

- **Work with The Willows** – The Arts team undertakes a range of work with children and young people who are 'looked after' and live at 'The Willows', Ongar. Most of the work focuses on using the arts to encourage self esteem; improve interpersonal skills and develop better relationships between residents. Many of these youngsters are transitory and the arts provides an 'even playing field' for them.

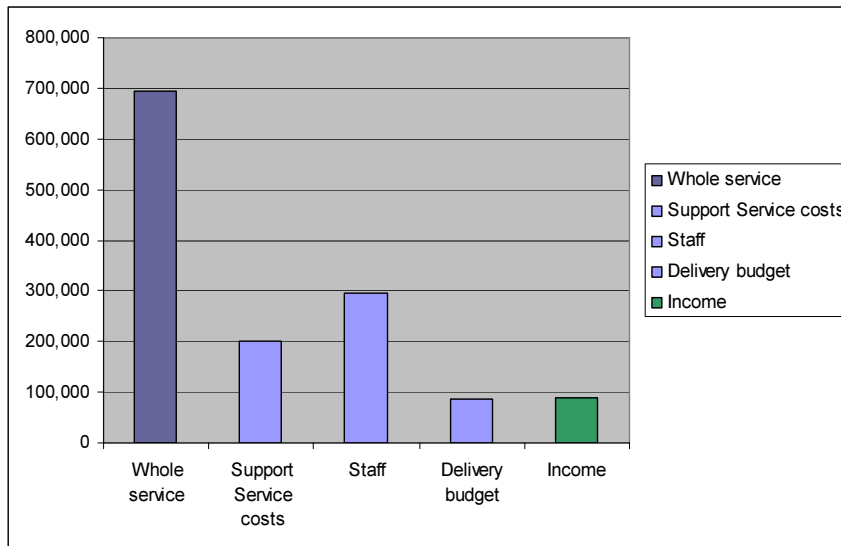


Community Clubs – The Community Development Team focuses on the 4 x Super Output Areas of the District- Ongar, Waltham Abbey, Limes Farm (Chigwell) and Oakwood Hill, Loughton. In these areas where there is no direct provision, the team works with the community to establish clubs for children and young people. These range from environmental focus clubs to arts/crafts and multi-sport clubs all which are based in the immediate locality.

Community Services Operational Budgets

The budgets for Community Services are predominantly utilised for staff costs, as the majority of work is delivered by staff themselves in conjunction with a range of external partners. The following chart outlines the approximate annual budget for all sections within Community Services (with exception of the Museum) and covers 'all costs' associated with the service:

- CS Administration Team, Community Arts
Sports and Health development
Community Development



The Museum costs amount to £434K per annum, broken down as follows:
 Support Services - £94k
 Staff £215k
 Buildings £120k
 Delivery £5k
 Income £5k

Community Services Delivery Budget will see £35k saving in 2011/12.

External Funding secured in 2008-'11 = £900k+

Essex wide service provision....

Essex Key Service providers for pre-birth to 19's

The following organisations are the key service providers for children and young people throughout Essex:

- Essex County Council
- NHS/Primary Care Trusts
- Epping Forest District Council
- Voluntary Sector
- Private Sector

What services are provided?

Essex County Council:

- Education – primary, secondary, targeted
- Social Care – looked after children (35x C&YP in Epping Forest), safeguarding, family support, CAMH's
- Youth Services – buildings (2 x in EF – Ongar and Loughton) and outreach work
- MAAG's – Lead on Multi - Agency Action Groups
- Children's Centres

NHS and PCT:

- Acute and Primary Care services
- Antenatal, Breastfeeding
- Mental & Emotional Health & Well Being

What services are provided? (Cont)

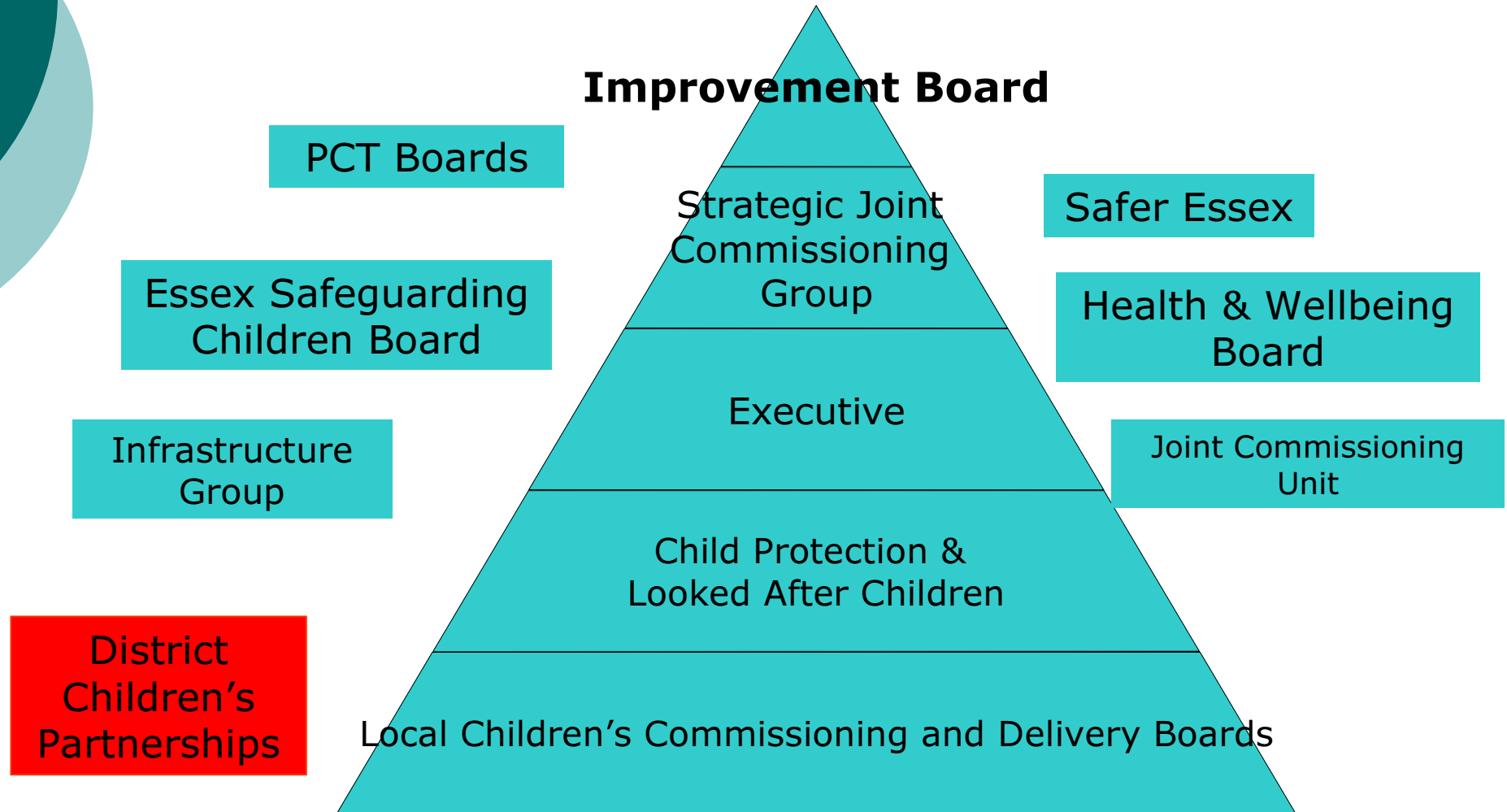
Voluntary Sector:

- Youth activities
- After school clubs
- Targeted work with special needs

Private Sector:

- Sports clubs and classes
- Dance & performing arts clubs
- Childcare & Nurseries

Essex Children's Services Structure



‘Levels’ of provision (as defined by ECC)

Essex County Council classifies children and young people into four categories of wellbeing/need:

- **Level 1 – Universal**
Children & YP with no additional Needs
- **Level 2 – Vulnerable**
Children & YP with additional needs
- **Level 3 – Complex**
Children & YP with complex needs
- **Level 4 – Acute**
Children and YP whose needs are complex, prolonged or critical



Safeguarding and Promoting the Welfare of Children.....

Safeguarding Children and Young people

Essex Safeguarding Children Board

- Responsible for monitoring performance of safeguarding throughout ECC and wider partners and for auditing processes including Serious Case Reviews
- Partners include: ECC staff from Children's Services, Social Care, Education etc., Police, District Council X 2, Voluntary Sector, NHS, Probation....
- 'Section 11 Audits' required of *District and Borough Councils, PCT/NHS, Schools etc

*Detailed self audit of services provided by Council in regard to safeguarding and promoting the welfare of children. This includes EFDC Policy and Procedures; Recruitment and Selection (CRB etc), management structures and lines of responsibility and frontline delivery – community services, housing and others. Also challenges customer input to services provided and regard to children and young people with additional needs. This is assessed by independent Safeguarding authority

West Stay Safe Group

- Newly formed to replace Local Safeguarding Group – consists of 'local' reps from Social Care, NHS and PAH (Consultant Paediatrician & Lead CP Nurse), Schools, District and Borough Councils, Police, Voluntary Sector, wide range of ECC staff – MAAG, Infrastructure Group, Essex Drug and Alcohol Action Team etc.
- Purpose of Group:
 - Assess training needs and provide training
 - Ensure effective communication regarding SCR's
 - Review local performance
 - Promote clear access and referral routes
 - Produce an action plan that responds to local issues

EFDC Policy, Procedures and implementation of Safeguarding practice

- Safeguarding Policy – updated June 2009
- Service specific procedures
- Corporate Safeguarding Group – Reps from all service areas, Member rep, VAEF, SLM (Group promoted as Best Practice in Essex)
- New 'whole Council' training programme - being implemented Autumn 2010. To additionally cover frontline staff in Information; Benefits; Planning/Building Control and all Members
- **Section 11 Audit** - result Effective or 'Exceeds Requirements' overall. However, scored as 'Less Effective' in respect of not having a HR Safer Recruitment Policy; need for inclusion of Safeguarding training within formal induction process and storage of Child Protection data

Acronyms unveiled.....

- MAAG = Multi Agency Action Group
- CYP= Children and Young People
- CYPP= Children and Young People's Plan – (no longer)
- CYPSP – Children and Young People's Strategic Partnership (no longer exists)
- ESCB= Essex Safeguarding Children Board
- LCTB = Local Children's Trust Board
- LSSG= Local Stay Safe Group
- IYS = Integrated Youth Services
- YOF = Youth Opportunities Fund
- ECVYS = Essex Council for Voluntary Youth Services
- CAF = Common Assessment Framework
- CRB= Criminal Records Bureau

- CAFCASS = Children and Family Court Advisory and Support Service
- IRT = Initial Response Team
- CAMHS = Children and Adolescent Mental Health Services

Task & Finish Group Role

- Review the purpose and operation of new arrangements for children's services in Essex and the new Essex structure
- Challenge ECC theoretical/'strategic' plans
What is the real effect of services 'on the ground'?
- Review Essex County Council Youth Services in Epping Forest District
- Review arrangements for Safeguarding & Promoting the Welfare of Epping Forest's children, seeking to identify communication pathways and effectiveness of information sharing across the wider partnership
- Review current provision of children and young people's services provided directly by the Council
- How do we make a positive impact on C&YP lives with less resources?
- What are our (EFDC) priorities?

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