

# Overview, Scrutiny & Policy Development Committee

5 March 2018

Present: Councillor S Graham (Chair),  
Councillors J Allan, A Austin, S Cox, S Day, P Earley,  
Janet Hunter, A McMullen, P Oliver, M Rankin,  
M Thirlaway and J Wallace

Church Representative  
Rev M Vine

## **OV38/03/18 Apologies**

Apologies for absence were received from Councillors N Craven and T Mulvenna.

Parent Governor Representative -Mrs M Ord

## **OV39/03/18 Substitute Members**

Pursuant to the Council's constitution the appointment of the following substitute Member was reported: - Councillor D Drummond for Councillor N Craven

## **OV40/03/18 Declarations of Interest**

Councillor P Earley declared a registerable personal interest in relation to the Transition from Children to Adult Services (Minute OV43/03/18) as he was a Governor of Percy Hedley School. The Councillor indicated that he would remain in the meeting but take no part of the discussion.

Councillor P Earley declared a registerable personal interest in relation to the Freedom of the Borough - Nomination (Minute OV45/03/18) as he was a Trustee of an organisation which contracts with the nominee and also a Director of a Company which contracts with the Nominee. Councillor Earley indicated that he would leave the meeting and take no part in consideration of the item.

Councillor P Oliver declared a registerable personal interest in relation to the Transition from Children to Adult Services (Minute OV43/03/18) as she was related to a person who provided information to the sub-group. The Councillor indicated that she would remain in the meeting but take no part of the discussion.

## **OV41/03/18 Minutes**

Resolved that minute of the meeting held on 9 January 2018 be confirmed;

5 March 2018

## **OV42/03/18 Creating a Brighter Future Programme progress update**

The Committee received a report that detailed the Council's progress to delivering its key projects and business cases in 2017/18 and the report was in relation to the position at quarter 3.

Of the 17 projects that were detailed in the Creating a Brighter Future programme:

- 10 were complete realising the full savings.
- 6 had met all milestones within timetable
- 1 had some milestones delayed.

In discussion of the report the Committee raised the following:

**Continue to Redesign 0-19 Services** - In relation to the new Ready for School Centre at Riverside, it was requested that data be provided on the areas of those who use the centre and which areas in the borough did not have access to the centre.

**Develop Specialist Housing Products and Services** – members stated that during the budget scrutiny it was suggested that the use of Planning Regulation Section 106 monies would benefit this area and asked if this was being progressed. It was understood that other local authorities were making use of similar arrangements.

It was stated that the possible use of s106 funds with respect to affordable housing would be investigated and the position would be reported back to members.

**Delivering our Fees and Charges Policy** – In relation to the Bereavement Service, the Committee stated that through its sub-group work it had recommended that the opportunity of the authority to establish a full Funeral Service should be investigated and asked if this had been considered. The Committee was informed that a business case had been prepared to look at this possibility.

It was requested that an update be provided to the position of the Authority establishing and delivering a full Funeral Service.

**Agreed** that (1) the Creating a Brighter Future Programme 2017/18 Quarter 3 progress report be noted; and (2) Information requested through questioning be provided to the Committee.

## **OV43/03/18 Transition from Children to Adult Services Sub Group report**

The Committee received and considered a report produced by the Children, Education and Skills Sub Committee's Transition Sub Group that examined the process undertaken by both Adult Services and Children Services when a child with special educational needs and/or a disability (SEND) transfer to Adult Services at the age 18.

The sub-groups aim was to find any gaps in provision, knowledge or processes that could disrupt a smooth transition and have any unnecessary impact on the child or their family.

The Sub-group made 11 recommendations to be forwarded to Cabinet for consideration.

The Committee noted the following statement (below) within the report and raised its concern.

“In response to the points raised, the Sub Group was informed that two years ago the service did not know the SEND cohort which would be transitioning from children to adult services. Now, the service did know all the children (currently) who would be coming through to adult social care as adults and what support would be required and what plans/services needed to be in place and by when to ensure a smooth transition. An effective transition was everyones responsibility and the familiarity of the young person and their parents with buildings and staff helped a connectivity to enable the service to begin their work in a personal way. Parents were always involved in any decision about the location and type of accommodation for a young person because their intelligence was invaluable and they know their child best, they are expert assessors.”

The Committee considered it was the responsibility for all to ensure that all necessary information was available and accessible to ensure good comprehensive planning was in place that would then ensure the transition through any services that the Authority is responsible was done seamlessly.

The Committee therefore would ask Cabinet and relevant service deliverers to be mindful of the whole service provision and have special attention with information flow, particularly when it agrees to undertake procurement exercises to award contracts to third party providers.

**Agreed** that the Transition Sub-group report and recommendations listed be referred to Cabinet for consideration:-

- R1.** Cabinet requests the Head of Health, Education, Care and Safeguarding takes measures to improve communications with parents and young people. For example, create a Fact Sheet which could take different forms to accommodate the needs of the family and young person to inform all involved of the different processes which need to be undertaken for transition and their likely timeframe and which organisation is responsible for which aspect of the care and support. Ensure when delays are anticipated or occur the reason and length of the delay is fully explained.
- R2.** Cabinet requests the Head of Health, Education, Care and Safeguarding applies the “Tell us once” principle to Transition where possible.
- R3.** Cabinet requests the Head of Health, Education, Care and Safeguarding takes measures to increase the promotion of and improve the format and content of the Local Offer website and Disabled Children’s Register.
- R4.** Cabinet requests the Head of Health, Education, Care and Safeguarding produces different assessment forms for young people transitioning to adult services to those used for adults entering adult services at an older age and creates different forms for different additional needs; for example one form for

young people with SEN, another for young people with disabilities and another for those with SEND and Disabilities.

- R5.** Cabinet requests the Head of Health, Education, Care and Safeguarding introduces procedures to ensure officers are prepared for meetings with the family/carers by being aware of the individual requirements of the family and are pro-active in keeping parents up to date with progress of work on adaptations, applications and assessments.
- R6.** Cabinet requests the Head of Health, Education, Care and Safeguarding takes measures to improve/ensure sufficient communication/co-ordination between adult social workers and children social workers to ensure the particular needs of each young person and their family/carers are understood by those managing the transition process to ensure transition begins at the time appropriate for each young person and is seamless and personalised.
- R7.** Cabinet requests the Head of Health, Education, Care and Safeguarding establishes procedures which ensures parent/carers are continually involved in the commissioning of services/accommodation for a young person to make certain that the young person's particular needs are understood/reflected in the specifications for the procurement exercise.
- R8.** Cabinet requests the Head of Health, Education, Care and Safeguarding establishes procedures which ensures that when construction work is required and/or decisions on housing are being made that parents/carers and the young person are involved from the beginning. The procedures to also require that parents and carers are regularly kept informed in writing of what will be provided and when and the process to achieve the plan to ensure all have shared expectations.
- R9.** Cabinet requests the Head of Health, Education, Care and Safeguarding takes measures to improve communication with ward councillors regarding the building of or conversion of existing housing to specialist housing and/or the re-location of young people to properties in their ward.
- R10.** In light of the changes to the organisation and management structures across Children's Services and other service areas across the whole Authority, Cabinet requests the Senior Leadership Team to review the information and support provided to both internal and external newly appointed senior managers across the Authority to ensure that they are aware of the decision making processes and their implications.
- R11.** Cabinet requests the Head of Health, Education, Care and Safeguarding and the Head of Finance create a programme to promote and encourage borough employers to employ people with SEND; for example a networking session with the Business Forum to enable businesses to talk to each other about the implications and benefits to employers recruiting employees with SEND.

### **OV44/03/18 Exclusion Resolution**

**RESOLVED** that under Section 100A(4) of the Local Government Act 1972 (as amended) and having applied a public interest test as defined in Part Two of Schedule 12A of the Act 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 1 and 3 of Part One of Schedule 12A of the Act

### **OV45/03/18 Freedom of the Borough - Nomination**

The Overview, Scrutiny & Policy Development Committee received a report, which outlined the process for the award of the Freedom of the Borough and sought approval of the eligible nominations submitted.

The Committee was required to assess any nomination submitted and make a recommendation to Annual Council on 17 May 2018 for final consideration.

Any nomination for the award of Freedom of the Borough of North Tyneside must be persons/organisations of distinction and persons who have, in the opinion of the Council, rendered eminent services to the borough and have either:

- a) lived in the borough; or
- b) worked or been based in the borough; or
- c) been born in the borough.

**Agreed** that the nomination recommended for the Award of the Freedom of the Borough be submitted to Annual Council on 17 May 2018 for final consideration.