



Cabinet

Date **Wednesday 3 April 2019**
Time **10.00 am**
Venue **Music Hall, The Witham, 3 Horse Market, Barnard
Castle, Co Durham, DL12 8LY - The Witham**

Business

Part A

**Items during which the press and public are welcome to attend -
members of the public can ask questions with the Chairman's
agreement**

1. Public Questions
2. Minutes of the meeting held on 13 March 2019 (Pages 5 - 8)
3. Declarations of interest

Key Decision:

4. Proposal to change the Age Range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a Primary School and to close Cotsford Infant School as a Registered School on 31 August 2019 - Report of Corporate Director of Children and Young People's Services [Key Decision: CYP/02/2018] (Pages 9 - 48)

Ordinary Decisions:

5. Council Activity Report - Report of Director of Transformation and Partnerships (Pages 49 - 60)
6. Annual Enforcement Programme Children and Young Persons (Protection from Tobacco) Act 1991 and Anti-Social Behaviour Act 2003 - Report of Corporate Director of Regeneration and Local Services (Pages 61 - 72)
7. Discharge of Transport Functions by Durham County Council 2019 - Report of Corporate Director of Regeneration and Local Services (Pages 73 - 84)

8. Children and Adults Autism Update 'Think Autism in County Durham' - Joint Report of Corporate Director of Children and Young People's Services and Corporate Director of Adult and Health Services (Pages 85 - 108)
9. New Safeguarding Children Partnership Arrangements - Joint Report of Director of Transformation and Partnerships and Corporate Director of Children and Young People's Services (Pages 109 - 140)
10. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration.
11. Exclusion of the public

Part B

Items during which it is considered the meeting will not be open to the public (consideration of exempt or confidential information)

Key Decision:

12. New Industrial Development - Joint Report of Corporate Director of Regeneration and Local Services and Corporate Director of Resources [Key Decision: REAL/03/19] (Pages 141 - 162)

Ordinary Decisions:

13. Acquisition of Property at Seaham - Report of Corporate Director of Regeneration and Local Services (Pages 163 - 186)
14. Acquisition of Land at Dragonville - Report of Corporate Director of Regeneration and Local Services (Pages 187 - 194)
15. Such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration.

Helen Lynch

Head of Legal and Democratic Services

County Hall
Durham
26 March 2019

To: **The Members of the Cabinet**

Councillors S Henig and A Napier (Leader and Deputy Leader of the Council) together with Councillors J Allen, J Brown, O Gunn, L Hovvels, O Johnson, C Marshall, K Shaw and B Stephens

Contact: Ros Layfield

Tel: 03000 269708

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DURHAM COUNTY COUNCIL

At a Meeting of **Cabinet** held in the **Council Chamber, Green Lane, Spennymoor, Co Durham** on **Wednesday 13 March 2019** at **10.00 am**

Present:

Councillor S Henig (Leader of the Council) in the Chair

Cabinet Members:

Councillors J Allen, O Gunn, L Hovvels. O Johnson, A Napier, K Shaw and B Stephens

Apologies:

Apologies were received from Councillors J Brown and C Marshall

Also Present:

Councillors J Clare, A Surtees, A Savory, J Shuttleworth and T Tucker

1 Public Questions

A response was provided to the question submitted from Councillor Roger Cornwell of the City of Durham Parish Council about the site for the erection of a new headquarters office.

2 Minutes

The minutes of the meeting held on 6 February 2019 were confirmed as a correct record and signed by the Chairman.

3 Declarations of interest

Councillor Savory, a local county councillor for the Weardale division who was a registered speaker in relation to item 4 on the agenda declared an interest in relation to her position as a school governor of Wolsingham School and Technology College, and other schools in the area.

**4 Review of School Provision – Wolsingham School & Sixth Form: Future options for education in the Weardale community
[Key Decision: CYPS/03/2018]**

The Cabinet considered a joint report of the Corporate Director of Children and Young People's Services and the Corporate Director of Resources which provided an update on the work that has been undertaken as part of the review of education provision in County Durham which was agreed by Cabinet on 15 November 2017. The report made recommendations in relation to Wolsingham School and Sixth Form which could affect other schools and education provision in general in the wider Weardale area (for copy see file of minutes).

Councillor O Gunn, Cabinet portfolio holder for Children and Young People's Services responded to the questions submitted by Councillors Savory and Shuttleworth, members of the public, and comments made by a representative of

Stanhope Parish Council. Written responses would be provided to those members of the public who had submitted questions in advance and not attended the meeting in person.

Councillor Gunn emphasised that the county council were fully committed to continue working with the schools and the community to find a long term sustainable solution to the issues of financial viability of the school, and that there were two viable options set out in the report which she asked the community to focus on. She thanked all those who had been involved in the review for discussing and sharing their views.

Resolved:

That the recommendations contained in the report be approved.

5 Forecast of Revenue and Capital Outturn 2018/19 – Period to 31 December 2018

The Cabinet considered a report of the Corporate Director of Resources which provided information on the:

- a) updated forecast revenue and capital outturn for 2018/19;
- b) updated forecast for the council tax and business rates collection fund position at 31 March 2019;
- c) updated forecast use of earmarked, cash limit and general reserves and estimated balances to be held at 31 March 2019.

The report also sought approval of the budget adjustments and proposed sums outside of the cash limit (for copy see file of minutes).

Resolved:

That the recommendations in the report be approved.

6 Update on the delivery of the Medium-Term Financial Plan 8

The Cabinet considered a report of the Director of Transformation and Partnerships which provided an update on progress made at the end of December 2018 on the delivery of the Medium Term Financial Plan (MTFP8) (for copy see file of minutes).

Cabinet members thanked members and officers for their hard work in continually delivering savings.

Resolved:

That the report be noted.

7 Quarter Three 2018/19 Performance Management Report

The Cabinet considered a report of the Director of Transformation and Partnerships which presented progress towards achieving the key outcomes of the council's corporate performance framework (for copy see file of minutes).

Resolved:

That the recommendations in the report be approved.

8 Annual Review of the Constitution

The Cabinet considered a report of the Head of Legal and Democratic Services which presented proposals for the revision of the Council's Constitution, with the full amendments being set out in appendix 9 (for copy see file of minutes).

Resolved:

That the recommendations in the report be approved.

9 County Durham Health and Social Care Plan Update

The Cabinet considered a report of the Corporate Director of Adult and Health Services which described a developing Health and Social Care Plan for the County and a progress update on the development of an Integrated Strategic Commissioning function (for copy see file of minutes).

Welcomed to the meeting was Dr Stewart Findley of the NHS Durham Dales, Easington and Sedgefield Clinical Commissioning Group. Cabinet members noted that the report would also be presented to the governing bodies of both North Durham and Durham Dales, Easington and Sedgefield Clinical Commissioning Groups.

Resolved:

That the recommendations in the report be approved.

10 Council Activity Report

The Cabinet considered a report of the Director of Transformation and Local Partnerships which provided an update on work undertaken to support some of the Council's key priorities (for copy see file of minutes).

Resolved:

That the recommendations in the report be approved.

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Cabinet**3 April 2019**

**Proposal to change the Age Range of
Cotsford Junior School from 7-11 to 4-11 from
1 September 2019 to create a Primary School
and to close Cotsford Infant School as a
Registered School on 31 August 2019**

Key Decision: CYPs/02/2018

**Report of Margaret Whellans, Corporate Director of Children and
Young People's Services**

Electoral division(s) affected:

Horden.

Purpose of the Report

- 1 To seek Cabinet approval to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a Primary School and to close Cotsford Infant School as a registered school on 31 August 2019 taking account of the Local Authority's duties as prescribed in the Education and Inspections Act 2006 to secure sufficient places and to ensure good outcomes for all children and young people in the local area.

Executive summary

- 2 In December 2016, Cabinet approved its overarching strategy for school organisation and the pattern and provision of schools across County Durham. One of the principles underlying the strategy is where practicable to do so, to move towards a pattern of 'all through' primary schools rather than separate infant and junior schools. In November 2017, Cabinet also approved a strategic review of school provision in County Durham to ensure the financial sustainability of schools. The outcome of this review aims to ensure that County Durham has an appropriate mix and the right number of high performing, financially sustainable schools. One of the options to be utilised to meet this aim is the amalgamation of schools.

- 3 In a report dated 14 November 2018, Cabinet agreed the outcomes to be taken that would lead to an amalgamation of Cotsford Infant and Junior Schools.
- 4 Initial non-statutory consultation on a proposal to amalgamate Cotsford Infant and Junior Schools was carried out between 19 November and 30 December 2018. 5 responses were received to this consultation, all of which were in support of the proposal.
- 5 In a report dated 7 January 2019, the Corporate Director, Children and Young People's Services used delegated powers to approve the issuing of a statutory notice proposing to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a primary school and to close Cotsford Infant School as a registered school on 31 August 2019. The proposed primary school would be located in Cotsford Junior School and part of Horden One Point building which is next to the junior school. The delegated decision report is attached as Appendix 2.
- 6 The statutory notice, attached as Appendix 3, was issued on 17 January 2019. Any person wishing to object or make comments on the proposal had four weeks from this date to do so. No comments were received to the proposal.

Recommendation

- 7 The proposal to amalgamate Cotsford Infant and Junior Schools has both financial and educational benefits. Cabinet is therefore recommended to agree:
 - (a) that the age range of Cotsford Junior School is changed from 7-11 to 4-11 from 1 September 2019 to create a primary school using the existing Junior School building and part of Horden One Point; and
 - (b) that Cotsford Infant School should close as a registered school on 31 August 2019.

Background

- 8 In December 2016, Cabinet approved its overarching strategy for school organisation and the pattern and provision of schools across County Durham. One of the principles underlying the strategy is where practicable to do so, to move towards a pattern of ‘all through’ primary schools rather than separate infant and junior schools. In November 2017, Cabinet also approved a strategic review of school provision in County Durham to ensure the financial sustainability of schools. This involved reviewing education provision in each local area across the County.
- 9 In general, based on pupil based forecasts, there is a need to consider the long term provision of Nursery/Primary provision in some pupil place planning areas. Horden is one of those areas, which is why it was included in the first phase of the area based reviews of school provision approved in November 2017.
- 10 Currently, there is a Nursery, Infant, Junior and two primary schools in Horden. With the exception of Horden Nursery School, pupil numbers across the schools are falling significantly. This is particularly the case at Cotsford Infant and Junior Schools as the table below demonstrates:

School	Capacity	No on Roll as at February 2019	Projected Rolls				
			2019/20	2020/21	2021/22	2022/23	2023/24
Cotsford Junior	164	111	88	97	89	89	88
Cotsford Infant	120	63	70	57	59	50	52
TOTAL	284	174	158	154	148	139	141

- 11 In a situation of reducing pupil numbers, and where infant and junior schools have operated separately, it has been a general council approach to amalgamate schools where it is practicable to do so to form primary schools so children can benefit from primary education in one school rather than changing schools at age 7. An amalgamation of Cotsford Infant and Junior Schools would lead to a larger and more viable school being established rather than two small schools.
- 12 In a report dated 14 November 2018, Cabinet agreed the actions to be taken that would lead to an amalgamation of Cotsford Infant and Junior Schools. These actions were supported by the Governing Bodies of both schools.

Consultation

- 13 An initial, non-statutory consultation on a proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school in the premises of Cotsford Junior School and part of Horden One Point was held between 19 November and 30 December 2018. This consultation included meetings with Governors and staff on 19 and 20 November 2018 and an information sharing meeting for parents, pupils and the local community on 21 November 2018, so that their views could be shared with the Council. Details of the consultation and a full summary of the consultation responses received is included in the delegated decision report dated 7 January 2019 attached as Appendix 2.
- 14 When considering responses to the consultation, the council has referred to the Department for Education (DFE) guidance – “Making significant changes (‘prescribed alterations’) to maintained schools. Statutory guidance for proposers and decision-makers”. This guidance states that the decision-maker (in this case the Council’s Cabinet) needs to be satisfied that the appropriate fair and open local consultation has been carried out and that the proposer (in this case the Council’s Education Service) has given full consideration to all the responses received. The decision-maker should not simply take account of the numbers of people expressing a particular view. Instead, they should give the greatest weight to responses from those stakeholders likely to be most affected by a proposal – especially parents of children at the affected school(s).
- 15 The responses to the consultation were received and considered by officers in the Council. Of the responses received, all were in support of the proposal. They were all of the view that a single ‘all through’ primary school would be a better use of resources which would lead to an enhanced education.

Decision to Issue a Statutory Notice

- 16 After considering the responses, a summary of which is provided in the delegated decision report dated 7 January 2019, the Corporate Director, Children and Young People’s Services used delegated powers to agree to publish proposals to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a primary school and to close Cotsford Infant School as a registered school on 31 August 2019. The proposed primary school would run across the existing site of Cotsford Junior School and part of Horden One Point. A statutory notice was therefore published on 17 January 2019 (attached as Appendix 3).
- 17 Once a proposal is published there follows a statutory 4 week representation period during which comments can be made. These must be sent to the Local Authority. Any person can submit

representations, which can be objections as well as expressions of support. The representation period is the final opportunity for people and organisations to express their views about the proposal. Once the representation period has closed, a decision on the proposal must be made by the decision-maker (in this case the Council's Cabinet) within 2 months, i.e. by 14 April 2019.

Responses to the Proposal Published on 17 January 2019

The Statutory Notice Period

- 18 No responses were received by the end of the 4 week statutory notice period.

Decision-Making Process - Factors to be considered by Cabinet

(a) Consideration of Consultation and Representation Period

- 19 Cabinet needs to be satisfied that the appropriate fair and open local consultation and representation period have been carried out and that the proposer (in this case the Local Authority) has given full consideration to all the responses received. If the proposer has failed to meet the statutory requirements, this proposal may be deemed invalid and therefore should be rejected. Consultation was carried out in accordance with Department for Education (DFE guidance).
- 20 Cabinet must consider all of the views submitted, including all support for, and objections to and comments on the proposal. Details of the consultation are included in paragraphs 12-15. The statutory notice published on 17 January 2019 and which expired on 14 February 2019 (the representation period) is attached as Appendix 3. Officers prepared the notice as set out in the regulations and complied with statutory requirements.
- 21 The delegated decision report attached as Appendix 2 provides full details of the response received during the consultation period from 19 November – 30 December 2018. In summary, 5 responses were received, all in support of the proposal.

(b) Related Proposals

- 22 Where proposals appear to be related to other proposals, the decision-maker must consider the related proposals together. A proposal should be regarded as related if its implementation (or non-implementation) would prevent or undermine the effective implementation of another proposal.
- 23 The proposal to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a primary school and to

close Cotsford Infant School as a registered school on 31 August 2019 are 'related' therefore they must be considered together.

(c) *Education Standards and Diversity Issues*

24 The Council believes that educationally the proposal to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a primary school and to close Cotsford Infant School as a registered school on 31 August 2019 is in the best interests of pupils and their families. There are a number of benefits that primary schools have including:

- continuity and progress of learning; there is strong evidence that continuity of learning has a significant impact on pupils' progress. The fewer moves children have during their school career, the better they tend to perform.
- unified leadership and management of the curriculum, teaching and learning and social development; this would mean that children had a consistent approach to the way in which they were taught.
- access to a curriculum planned and assessed across the whole primary range; this would enable staff to help children make progress from exactly where they left off at the end of the previous year rather than cover learning which has already taken place – continuity of learning and accurate measure of each child's progress would be easier.
- bringing the schools together would help all staff to safeguard the needs of all pupils.

25 Cotsford Junior School was inspected and judged to be 'Good' by Ofsted in November 2014. Teaching is good and sometimes outstanding and pupils are highly motivated and determined to succeed. Cotsford Infant School was inspected and judged to be 'Good' by Ofsted in April 2018. The school staff work hard to ensure that all pupils are happy and settled. The proposal for a single primary school will build on those strengths which will further assist learning and progress.

(d) *Proposed Admission Arrangements*

26 When deciding the proposal, Cabinet should confirm that the admission arrangements of the proposed primary school are compliant with the School Admissions Code. The proposed admission arrangements will be the same as those for all community and voluntary controlled schools in County Durham and these are compliant with the DFE's School Admission Code. The proposed number of pupils to be

admitted to Reception in the proposed primary school in September 2019 will be 30.

(e) *National Curriculum*

27 All maintained schools must follow the National Curriculum unless they have secured an exemption for groups of pupils or the school community. The proposed primary school will follow the National Curriculum.

(f) *Equal Opportunity Issues*

28 Cabinet must have regard to the Public Sector Equality Duty (PSED) which requires them to have 'due regard' to the need to:

- eliminate discrimination;
- advance quality of opportunity; and
- foster good relations

29 An equality impact assessment (part of Appendix 2) has been carried out on this proposal. There are no potential impacts in relation to age, gender, disability, sexual orientation or ethnicity for pupils and parents/carers. The current schools provide education for boys and girls aged between 4-11 years and the proposed primary school will continue to provide education for boys and girls across the same age range.

(g) *Travel and Accessibility*

30 The proposed primary school will be on the site of the existing Cotsford Junior School and part of Horden One Point which is next to Cotsford Junior School. Consequently there will be no increases to travel time.

(h) *Funding*

31 Cabinet must be satisfied that the necessary funding required to implement the proposal will be available. If the proposal is agreed, capital funding from the DFE Capital Maintenance Grant will be utilised to adapt Horden One Point building, change signage and upgrade IT systems if the proposal is agreed.

(i) *School Premises and Playing Fields*

32 Under the School Premises (England) Regulations 2012 all maintained schools are required to provide suitable outdoor space to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely. The site of Cotsford Junior School has suitable outdoor spaces.

Conclusion

- 33 Officers believe that proceeding with the proposal will enhance education provision in Horden. Amalgamating Cotsford Infant and Junior Schools into one primary school will provide a more viable establishment for the long term and will provide educational benefits that separate infant and junior schools do not.
- 34 In the view of the Council, amalgamating infant and junior schools is in the best interests of children and their families. Primary Schools have more opportunity through daily contact, for those working within the school to work together in the best interests of pupils. They benefit from the consistency that working under the leadership of one Head Teacher and one Governing Body brings. A single primary school can reduce the potential for disruption, which some children experience, when they transfer from infant to junior school.
- 35 Although there has been limited response to the consultation and statutory notice, the responses received were all in favour of the proposal. The views expressed at the consultation meetings were also positive. The lack of objectives from Governors, parents and the community together with the rationale put forward by the Council for the proposed reorganisation illustrates that an amalgamation of Cotsford Infant and Junior Schools is the correct strategy to preserve and enhance education in Horden and the surrounding area.

Background Papers

- Report to Cabinet – 14 December 2016.
- Strategy for School Organisation and the Pattern and Provision of Schools across County Durham.
- Report to Cabinet – 14 November 2018.
- Future Options for Schools in the Horden area, as part of the Education Review in County Durham.
- DFE Statutory Guidance – “Making significant changes (prescribed alterations) to maintained schools. Statutory guidance for proposers and decision-makers”.

Appendix 1: Implications

Legal Implications

The actions described in this report are intended to comply with the council's duty to exercise its education functions with a view to promoting high standards and the fulfilment of each pupil's learning potential in accordance with S13A of the Education Act 1996.

Finance

Capital Funding from the DFE Capital Maintenance Grant will be utilised to adapt Horden One Point building, change signage and upgrade IT systems if the proposal is agreed. This will be in the region of £300,000.

The proposals contained in this report are to amalgamate Cotsford Infant and Junior Schools to form a new single Primary School. This will result in a single leadership arrangement, with cost-savings of c£63,000 per annum expected, with additional staffing reductions possible from having the school on a single site in future, bringing about a sustainable financial position. The amalgamation will however lead to the long-term loss of one lump sum from formula funding, which is likely to be £110,000 per year, once the National Funding Formula replaces local formulas. The amalgamated school would qualify for a split-site allowance, which in the local formula would be worth around £50,000, but it is not certain that it would qualify under the National Funding Formula, and if it did, how much this would be worth

Consultation

Local ward councillors have been involved throughout the consultation process and have supported these arrangements from the outset.

Consultation has been carried out in accordance with DFE statutory guidance. The table below sets out the timescale for the whole process.

As paragraph 1 explains, there is a statutory requirement to consult on the proposal to amalgamate the Cotsford Schools. The table below sets out the expected timescales for the consultation which will be conducted in accordance with the Department for Education guidance:

Date	Stage
19 November 2018 - December 2018 (6 weeks)	Consultation All responses received by the closing date were considered and included in a report for the council to consider and decide whether to take the proposal forward.
January/February 2019	Statutory Public Notice

Date	Stage
(4 weeks)	Statutory notices were published on 17 January 2019 in the local newspaper, posted on school gates and on the DCC website. These notices provided an opportunity for comments or objections to be made.
April 2019	Decision Making Durham County Council's Cabinet would consider responses to the statutory notice and make the final decision whether to agree the proposal or not.
April 2019 - September 2019	Preparation for the primary school opening, if the proposal is approved. This includes adapting the Horden One Point Building, establishing a governing Body, appointing a head Teacher, consulting on a proposed staffing structure, deciding on opening and closing times, deciding on any changes to school uniform.
September 2019	Single school opens.

Equality and Diversity / Public Sector Equality Duty

The proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school will benefit pupils, staff and parents. Education will be provided in an improved environment to provide a positive learning experience for children and the amalgamation will enhance education provision in the area and provide equal access to all. Furthermore, creating a single primary school will enable more efficient use of resources with one Head Teacher and one leadership team.

The focus on improved education outcomes is seen as a positive experience in a child's education and ensures that children who are protected under the Equality and Diversity/Public Sector Equality Duty can maximise their potential. The main groups affected are children attending Cotsford Infant and Junior Schools, their families and staff.

An Equality Impact Assessment is included in Appendix 2 to this report.

Human Rights

Human Rights are not affected by the recommendation in this report.

Crime and Disorder

N/A

Staffing

Potential impact on school staff. Staff from Cotsford Infant and Junior Schools would be ring-fenced for posts in the single primary school. A staffing structure will be produced for consultation with staff and Trade Unions.

Accommodation

The proposed primary school would be established using the existing Junior School building and part of Horden One Point building.

Risk

The risk of not proceeding with the proposal is that the opportunities of continuity of education in a single primary school are missed. Furthermore a key risk is that, as a consequence of actions taken by the County Council (including the failure to make timely interventions), pupils and students do not receive an adequate education. There is an additional risk of reputational damage if the Council does not appear to be able to resolve the problem of schools operating with significant and sometimes increasing budgetary difficulties, and allows some schools to continue to set deficit budgets whilst requiring other schools to balance their budgets.

Procurement

Capital works to the One Point and Junior School buildings will be procured in accordance with the council's procurement arrangements.

REF No.

DECISION RECORD (Version August 2014)*Please complete all sections***DECISION MAKER**

Margaret Whellans
Corporate Director
Children and Young People's
Services

**AUTHORITY BY REFERENCE TO
SCHEME OF
DELEGATION/COMMITTEE
REPORT**

2. Table 5
Paragraph 1.4

SUBJECT

3. To seek approval from the Corporate Director, Children and Young People's Services to issue a statutory notice proposing to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 and to close Cotsford Infant School as a registered school on 31 August 2019.

DECISION

4. **If Key Decision insert No.**
Key Decision CYPS/02/2018.

ELECTORAL DIVISION/S

5. Horden.

**CONSULTATION – CABINET PORTFOLIO HOLDER, OTHER MEMBERS &
DATE**

6. The Cabinet Portfolio Holder and Local Members were consulted on 4 January 2019.

**RECORD OF ANY CONFLICT OF INTEREST DECLARED BY AN
EXECUTIVE MEMBER**

7. None.

**A NOTE OF DISPENSATION GRANTED BY THE HEAD OF PAID SERVICE
IN RELATION TO THE ABOVE CONFLICT**

8. N/A.

ACCESS TO THE REPORT

Is the report open to the public (Part A)

Yes

9. Is the report exempt (Part B) – if so please specify the exemption paragraph and the reason for exemption applying the Public Interest Test

CONTACT PERSON

CONTACT No.

Graeme Plews

03000 265777

AUTHORISED SIGNATORY

DATE

10.



11. 07.01.19

This form must be sent electronically to delegations@durham.gov.uk within 24 hours of the decision being made.

NOTES

1. The reference No. will be assigned by Democratic Services.
2. The relevant paragraph within the decision makers delegated powers should be identified.
3. A brief heading should be inserted.
4. Brief details of the decision should be inserted. This note must set out the substance of the decisions, options considered and the reasons for the chosen option. Take care not to divulge any commercially sensitive information. If it's a Key Decision insert the No.
5. List the electoral division/s that will be affected by the decision.
6. Set out the consultation you have undertaken with Cabinet portfolio holder and others.
7. See Guidance "Consultation with Portfolio Holder".
8. **See Guidance "Consultation with Portfolio Holder".**
9. Please refer to the Access to Information Requirements that came into force from 1 March 2006 and the internal guidance that has been issued in this respect.
10. Person authorised to make the decision. When sent to democratic services, this will be an electronic signature.
11. Enter the date the decision was made.

Delegated Decision

7 January 2019



Outcome of Consultation on a Proposal to Change the Age Range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 and to close Cotsford Infant School as a Registered School on 31 August 2019

Report of Margaret Whellans, Corporate Director, Children and Young People's Services

Electoral division(s) affected:

Horden.

Purpose of the Report

- 1 The purpose of this report is to provide details on the outcome of consultation that was undertaken between 19 November 2018 and 30 December 2018 proposing to amalgamate Cotsford Infant and Junior Schools into a single primary school in the premises of Cotsford Junior School and part of Horden One Point Building from 1 September 2019, and to seek approval to move to the next stage in the process which is to issue a statutory notice.

Executive summary

- 2 Initial consultation on a proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school from 1 September 2019 was carried out between 19 November and 30 December 2018. This included meetings held between 26-28 November 2018 with the Governing Bodies and staff of both schools and parents and members of the local community at an Information Sharing Meeting.
- 3 5 responses were received to the consultation, all of which were in support of the proposal.

- 4 The key issues discussed at the meetings and included in the responses to the consultation can be summarised as follows:
- Views were expressed that it will be more effective from an educational perspective, as well as making it easier for parents to have the school on one site.
 - Questions were asked as to how the Head Teacher would be appointed and whether there would be any redundancies. Officers explained that a Working Party could be established comprising current Governors of Cotsford Infant and Junior Schools. The working party would be responsible for appointing a Head Teacher designate to the proposed primary school. Once the Head Teacher designate is appointed a proposed staffing structure would be produced for consultation with staff and Trade Unions. The proposed structure would need to meet the requirements of the proposed single primary school. Until that structure is produced it would not be possible to comment on the number of redundancies.
 - Questions were asked as to how those pupils in the Horden One Point Building would be segregated from other users of the building. Officers explained that the room used in the One Point Building would be partitioned from the other rooms and that an enclosed link corridor would be formed to the Junior Building.

Recommendation

- 5 The responses received to the consultation support the proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school that has both educational and financial benefits. After full consideration of all responses to the consultation, the Corporate Director, Children and Young People's Services is recommended to give approval for officers to issue a statutory notice proposing to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019, and to close Cotsford Infant school as a registered school on 31 August 2019.

Background

- 6 In a report dated 14 November 2018, Cabinet agreed the actions to be taken that would lead to an amalgamation of Cotsford Infant and Junior Schools.
- 7 An initial, non-statutory consultation on a proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school in the premises of Cotsford Junior School and part of Horden One Point was held between 19 November and 30 December 2018. The amalgamation would be achieved by changing the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019, and by closing Cotsford Infant School as a registered school on 31 August 2019. This would be the proposal on the statutory notice should permission be given to issue it.
- 8 Consultation documents (attached as Appendix 2) were distributed widely (distribution list attached as Appendix 3) and meetings were held between 26-28 November 2018 with the Governing Bodies and staff of both schools and parents and members of the local community at an Information Sharing meeting.

Issues Raised at Consultation Meetings

- 9 At the meetings held between 26-28 November 2018 officers explained the reasons for the proposal and invited those present to express views and ask questions. The key issues discussed at the meetings can be summarised as follows:
 - Questions were asked as to how the Head Teacher would be appointed and whether there would be any redundancies. Officers explained that a Working Party could be established comprising current Governors of Cotsford Infant and Junior Schools. The first responsibility of the Working Party would be to appoint a Head Teacher designate to the proposed primary school. Once the Head Teacher designate is appointed, a proposed staffing structure would be produced for consultation with staff and Trade Unions. It was explained that the proposed staffing structure would need to meet the requirements of the proposed single primary school. Until that structure is produced it would not be possible to comment on the number of redundancies.
 - Questions were asked as to how those pupils located in Horden One Point Building would be segregated from other users of the building. Officers explained that the room used in the One Point Building would be partitioned from the other rooms and that an enclosed link corridor would be formed to the Junior Building.

- Concerns were expressed that Cotsford Infant School Governing Body would discontinue but Cotsford Junior School Governing Body would remain if the amalgamation is agreed. Officers explained that Cotsford Junior School's Governing Body would remain as it is the junior school's age range that would be changed and the infant school would cease to exist. Any vacancies on the Governing Body could be filled by Governors from Cotsford Infant School. The Governing Body of the proposed primary school could also decide to appoint Associate Governors who could attend and participate in any meeting of the Governing Body, but who would not have voting rights on some matters.
- Questions were asked if the Council had funding available for items such as new signage and school uniforms. Officers stated that funding was available for new signage and changes to IT.
- Questions were asked as to the plans for Cotsford Infant School building if the proposed primary school is agreed. Officers explained that the building would become the responsibility of the Council's Assets Team who would likely arrange for the building to be disposed of.
- Concerns were expressed that traffic congestion would be made worse as a result of more pupils being located in the junior school building. Officers stated that additional car parking was not part of the project, but the Council's Highways Department would be requested to visit the school to carry out an assessment to determine the scale of the problem.

Responses to the Consultation

- 10 Stakeholders were also invited to respond in a variety of ways e.g. written responses using the response form attached to the consultation document, letter, email or completing the response form online via the Council's website.
- 11
- 3 responded in writing using the response form, letter and email
 - 2 responded using the online response form (DCC website)
 - 19 people attended the Information Sharing Evening
 - 14 Governors attended the joint Governing Body Meeting
 - 27 members of staff attended the Joint Staff Meeting

Summary of Responses

12 The following information provides a summary of the 5 responses received to the consultation in writing or using the online response form:

- respondents support the proposal
- 0 respondents do not support the proposal
- A number of respondents felt that a single 'all through' primary school would be a better use of resources which would lead to an enhanced education being provided.

Conclusion

18 Although there was a limited number of responses to the consultation, they were all in favour of the proposal to amalgamate Cotsford Infant and Junior Schools into a primary school. The views expressed at the consultation meetings were also positive. The lack of objections from Governors, parents and the community together with the rationale put forward by the council for the proposed reorganisation illustrate that an amalgamation of the two schools is the correct strategy to preserve and enhance education in Horden and the surrounding area.

Background Papers

- Report to Cabinet - 14 December 2016
- Strategy for School Organisation and the Pattern and Provision of Schools across County Durham
- Report to Cabinet - 14 November 2018
- Future Options for Schools in the Horden area, as part of the Education Review in County Durham

Contact: Graeme Plews

Tel: 03000 265777

Appendix 1: Implications

Legal Implications

The actions described in this report are intended to comply with the council's duty to exercise its education functions with a view to promoting high standards and the fulfilment of each pupil's learning potential in accordance with S13A of the Education Act 1996.

Finance

Capital Funding from the DfE Capital Maintenance Grant will be utilised to adapt Horden One Point building, change signage and upgrade IT systems if the proposal is agreed. This will be in the region of £300,000.

Consultation

Consultation has been carried out in accordance with DfE statutory guidance. The table below sets out the timescale for the whole process.

As paragraph 1 explains, there is a statutory requirement to consult on the proposal to amalgamate the Cotsford Schools. The table below sets out the expected timescales for the consultation which will be conducted in accordance with the Department for Education guidance:

Date	Stage
19 November 2018 - 30 December 2018 (6 weeks)	Consultation All responses received by the closing date will be considered and included in a report for the council to consider and decide whether to take the proposal forward.
January/February 2019 (4 weeks)	Statutory Public Notice If the council decides to proceed with the proposal, statutory notices would be published in the local newspaper, posted on school gates and on the DCC website. These notices would provide an opportunity for comments or objections to be made.
April 2019	Decision Making Durham County Council's Cabinet would consider responses to the statutory notice and make the final decision whether to agree the proposal or not.
April 2019 - September 2019	Preparation for the primary school opening, if the proposal is approved. This includes adapting the Horden One Point Building, establishing a governing Body, appointing a head Teacher, consulting on a proposed staffing structure, deciding on opening and closing times, deciding on any changes to school uniform.
September 2019	Single school opens.

Equality and Diversity / Public Sector Equality Duty

The proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school will benefit pupils, staff and parents. Education will be provided in an improved environment to provide a positive learning experience for children and the amalgamation will enhance education provision in the area and provide equal access to all. Furthermore, creating a single primary school will enable more efficient use of resources with one Head Teacher and one leadership team.

The focus on improved education outcomes is seen as a positive experience in a child's education and ensures that children who are protected under the Equality and Diversity/Public Sector Equality Duty can maximise their potential. The main groups affected are children attending Cotsford Infant and Junior Schools, their families and staff.

An Equality Impact Assessment is attached as Appendix 4.

Human Rights

Human Rights are not affected by the recommendation in this report.

Crime and Disorder

N/A

Staffing

Potential impact on school staff. Staff from Cotsford Infant and Junior Schools would be ring-fenced for posts in the single primary school. A staffing structure will be produced for consultation with staff and Trade Unions.

Accommodation

The proposed primary school would be established using the existing Junior School building and part of Horden One Point building.

Risk

The risk of not proceeding with the proposal is that the opportunities of continuity of education in a single primary school are missed. Furthermore a key risk is that, as a consequence of actions taken by the County Council (including the failure to make timely interventions), pupils and students do not receive an adequate education. There is an additional risk of reputational damage if the Council does not appear to be able to resolve the problem of schools operating with significant and sometimes increasing budgetary difficulties, and allows some schools to continue to set deficit budgets whilst requiring other schools to balance their budgets.

Procurement

Capital works to the One Point and Junior School buildings will be procured in accordance with the council's procurement arrangements.



Proposal to Amalgamate Cotsford Infant and Junior Schools into a Single Primary School in the existing premises of Cotsford Junior School and Horden One Point Hub from 1 September 2019



Introduction

Durham County Council recognises that the primary phase of education (age 0-11) is a critical part in developing children, as it is the foundation of future learning and growth. The council aims to move towards a model of all through Primary Schools instead of separate Infant and Junior Schools where it is practicable to do so. All schools must be viable and sustainable for the long term.

The council realises that school reorganisation can be an area of concern as local communities often see a school as being at the heart of the community and sometimes cannot immediately agree with the need for change. Taking this into account, the council must continue to have a system of education which will continue to bring about the highest possible standards of education for the children of County Durham for the short, medium and long term and in some cases 'keeping things as they are' may not achieve that in this rapidly changing educational landscape.

In line with that strategic objective, the council is consulting on a proposal to amalgamate Cotsford Infant and Junior Schools into one Primary School (age 4-11) on the sites of Cotsford Junior School and One Point Hub from 1 September 2019.

You may have some questions to ask. This document attempts to answer some of those questions and explains how you can let the County Council know what you think about the proposal.

1. Why is the Council proposing to amalgamate Cotsford Infant and Junior Schools?

The proposal reflects the work being done across County Durham to bring separate Infant and Junior schools together where appropriate and over time, to form primary schools so children can benefit from primary education in one school rather than changing schools at age 7. An amalgamation would lead to a larger and more viable school being established rather than two small schools.

Cotsford Infant and Junior Schools play a leading part in the education provision in Horden. However pupil numbers are falling and this makes it more difficult for the schools to stay as they are. There are expected to be fewer children in the area as the table below demonstrates. This means the two schools will become too small, with limited budgets to continue to provide a good quality of education for the children and their families in this area. The need to provide a good education, together with the benefits that primary schools have that separate infant and junior schools do not, are the reasons for this proposal to amalgamate the two schools.

School	Capacity	Pupil Roll					
		2018/19	2019/20	2020/21	2021/22	2022/23	2023/24
Cotsford Infant	120	64	70	57	59	50	52
Cotsford Junior	164	110	88	97	88	89	88
Total	284	174	158	154	147	139	140

If the proposal to amalgamate the schools is approved, the council would work closely with staff and Governors of the schools to provide support with governance, finance, personnel and curriculum issues.

2. What are the benefits of primary education?

There are a number of benefits that Primary Schools have which are set out below:

Benefits for Children

- Continuity and progress of learning between ages 4 and 11. There is strong evidence that continuity of learning has a significant impact on pupils' progress. The fewer moves children have during their school career, the better they perform.
- Unified leadership and management of the curriculum, teaching and learning and social development; this would mean that children had a consistent approach to the way in which they were taught.
- Access to a curriculum planned and assessed across the whole primary range; this would enable staff to help children make progress from exactly where they left off at the end of the previous year rather than cover learning which has already taken place – continuity of learning and accurate measure of each child's progress would be easier.
- Seven uninterrupted years of education without a potentially unsettling transition to another school.
- Bringing the schools together would help all staff to safeguard the needs of all pupils.

Benefits for Parents/Carers

In an all through primary school, parents and carers are able to develop a longer term relationship with all of those involved in the school, including the Head Teacher and support staff. School policies are the same throughout the primary years. For example:

- How children with special needs are supported.
- Arrangements for open evenings and school events.
- School uniform.
- School closure days, etc.

This means parents and carers know what to expect. Over time the staff build up a good knowledge of children and their families as they progress through the school, creating a sense of the school as a 'family', which in turn helps develop trust and confidence.

Benefits for Staff

In an all through primary school, there are greater opportunities for staff to build upon their professional knowledge and skills across a wider age range.

- Provide opportunities to increase the range of expertise and experience of teaching staff.

- Provide opportunities for improvement in the deployment and development of all staff.
- Provide opportunities for sharing good practice across the whole school.

General Benefits

- A more efficient school leadership and management system enabling leaders to have the required overview to make the best decision for a school as a whole with finances and resources being shared more easily.
- A single Head Teacher, as part of a restructured Senior Leadership Team, would be able to make changes and take a whole school approach.
- School inspectors and school leaders would be able to make judgements more accurately about the education children receive when they can see 'the whole picture' rather than in separate schools.
- Greater financial security for the school, providing stability for pupils, staff and the local community.

3. What will the Admission Criteria be for the Proposed Primary School?

If the proposed primary school is agreed, the planned admission number (PAN) at Reception age for the school will be 30. The oversubscription criteria for admission to the school will be the same as it is for the current infant and junior schools.

4. How will this Proposal affect Pupils?

All pupils attending Cotsford Infant School would automatically transfer to the proposed primary school. This should have a positive impact for pupils as discussed above.

5. How will the Proposal affect Parents?

If the proposal is agreed, parents would only have to apply for a place in Reception and will not need to apply for a Year 3 place. This will enable consistent engagement with parents across the primary phase, with no need to transfer information at the end of Key Stage 1.

6. How will this Proposal affect Governors?

The Governing Body of Cotsford Infant School would cease to exist with effect from 31 August 2019. The existing Governing Body of Cotsford Junior School would become the Governing Body of the new primary school.

The Authority would encourage Cotsford Junior School Governing Body to consider all opportunities whereby Governors of the infant school could join the primary school Governing Body. This could be through reconstitution, not filling current vacancies, or appointment of Associate Members.

7. Where will the Proposed Primary School be Located?

The proposed primary school would be located on the existing site of Cotsford Junior School. Reception children will be educated in the One Point Hub adjacent to the Junior School.

There will also be a covered walkway between the One Point Hub and Junior School building. The One Point Hub will be configured so that there is segregation between pupils and those who will use other parts of the building as required for community purposes. A distinct area will also be created for Reception/Early Years outdoor learning. These works will be paid for by the Council.

8. Will the standard of education that the two schools currently provide be affected if they become one school?

Cotsford Infant School was inspected and judged to be 'Good' by Ofsted in April 2018. The school has the respect of the local community and provides a nurturing environment in which staff work hard to ensure that all pupils are happy and settled. Consequently overall levels of attendance improved at a better rate than the national average. The inspection also acknowledged that since the previous inspection in 2013, the school had faced some difficulties caused by a falling roll that resulted in the need to lose some staff and to reorganise classes.

Cotsford Junior School was inspected and judged to be 'Good' by Ofsted in November 2014. Teaching is good and sometimes outstanding, pupils are highly motivated and determined to succeed, and the school is highly successful in engaging parents and carers in their children's development.

The two schools already work together for the benefit of all pupils and will continue to do this whether or not the proposed amalgamation takes place. The Council believes that learning and progress will be improved if the two schools are amalgamated to become a single 'all through' primary school. It is therefore believed that the proposal will have a positive impact on the standard of education provided.

9. What other options have been considered?

(a) The two schools could remain as they are now. Whilst this option would result in no change to existing education provision, it is not a viable solution given the continuing fall in pupil numbers that would no longer support the separate functioning of two schools, Infant and Junior, on two sites. The benefits of primary education which are set out in Section 2 of this document would not materialise.

(b) A Federation of schools in Horden could be considered. Under this option, one or more Horden schools would come together to form a single Federation, which would have the benefit of retaining lump sum funding for each separate school in the federation, but would not be justified in a situation of ongoing falling rolls. The viability of separate schools is at the heart of this decision, and the educational benefits of creating a single school by the amalgamation of Cotsford Infants and Juniors is outweighed by any financial advantage of retaining lump sums.

- (c) The preferred option of the council is for a single primary school to run on the sites of the existing Junior School site and One Point Hub. This would be achieved by closing Cotsford Infant School as a registered school and changing the age range of Cotsford Junior School from 7-11 to 4-11.

10. Is it not possible to build a new school for all the primary age pupils in Horden?

The council does not currently have sufficient funding to build a new primary school. If funding does become available in the future, a new build primary school could be considered.

11. What is the timescale for the process?

The table below sets out the expected timescales for the process.

Date	Stage
19 November - 30 December 2018 (6 weeks)	Consultation All responses received by the closing date will be considered and included in a report for the council to consider and decide whether to take the proposal forward.
January/February 2019 (4 weeks)	Statutory Public Notice If the council decides to proceed with the proposal, statutory notices would be published in the local newspaper, posted on school gates and on the DCC website. These notices would provide an opportunity for comments or objections to be made.
April 2019	Decision Making Durham County Council's Cabinet would consider responses to the statutory notice and make the final decision whether to agree the proposal or not.
April 2019 - September 2019	Preparation for the primary school opening, if the proposal is approved. This includes establishing a Governing Body, appointing a Head Teacher, consulting on a proposed staffing structure, deciding on opening and closing times, deciding on any changes to school uniform.
1 September 2019	Single school opens.

12. How do you respond to this consultation?

We would like to hear what you think about the proposal. To help you do that we are holding an Information Sharing Evening on:

Wednesday 28 November 2018 @ 4.30 p.m. at Cotsford Junior School

Officers from the County Council will be present to answer any questions you have and listen to your views.

You can respond in one of the following ways:

- (i) Send in the attached response form or write to: Adam Williams, School Places and Admissions Team, Children and Young People's Services, Business Reply Service, Licence No DU63 (Freepost), Durham County Council, County Hall, Durham, DH1 5BR by **30 December 2018**.
- (ii) Email your views to schoolorganisation@durham.gov.uk or complete the response form online via the Current Consultation Section of the County Council's website www.durham.gov.uk by **30 December 2018**.

RESPONSE FORM

CONSULTATION ON THE PROPOSAL TO AMALGAMATE COTSFORD INFANT AND JUNIOR SCHOOLS INTO A SINGLE PRIMARY SCHOOL IN THE EXISTING PREMISES OF COTSFORD JUNIOR SCHOOL AND HORDEN ONE POINT HUB FROM 1 SEPTEMBER 2019

1. Please tick **one** box from the list below to let us know if you are responding to this consultation **mainly** as a:

Parent/Carer of a pupil(s) at

Cotsford Infant School

Cotsford Junior School

* Other School

*Please state which school:

OR a Pupil at

Cotsford Infant School

Cotsford Junior School

* Other School

*Please state which school

OR a Governor/Member of Staff (circle to indicate which) at

Cotsford Infant School

Cotsford Junior School

* Other School

*Please state which school:

OR a

Resident

Councillor

Trade Union Representative

Parish/Town Council Representative

Community Group

Diocese

Neighbouring Authority

MP

Other (please state):

2. Looking at the information in this document do you support the proposal to amalgamate Cotsford Infant and Junior Schools into one primary school in the existing premises of Cotsford Junior School and Horden One Point Hub from 1 September 2019?

Yes No

3. Do you have any comments on this proposal including any impact the changes would have on you?

Please return this form by 30 December 2018 to:

Mr Adam Williams, School Places and Admissions Team, Children and Young People's Services, Business Reply Service Licence No DU63 (Freepost), Durham County Council, County Hall, Durham DH1 5BR

Name:

Address:
.....

Signed: **Date:**

Durham County Council complies with all relevant statutory obligations. Personal information processed by the Council will be handled in accordance with the Council's privacy statement, which can be accessed here <http://durham.gov.uk/dataprivacy>. The Education privacy notice provides more specific information on the data collected and how it is handled, a copy of which can be accessed here <http://www.durham.gov.uk/media/24878/privacy-notice-education-supported/pdf/privacynotice-educationsupport.pdf>. If you have any concerns about how our data is handled, please contact the Data Protection Officer at DPO@durham.gov.uk or the Information Commissioner's Office casework@ico.org.uk.

**PROPOSAL TO AMALGAMATE COTSFORD INFANT AND COTSFORD JUNIOR SCHOOLS
CONSULTATION DOCUMENT DISTRIBUTION LIST
November-December 2018**

School	Govs	Staff	Pupils	Total	How Delivered	Date Delivered
Horden Nursery	N/A	10	60	80	AW ¹	15/11/18
Cotsford Infant	10*	25	80	130	AW ¹	
Cotsford Junior	11*	25	120	160	AW ¹	

Blackhall Primary		N/A			AW E-mail	19/11/18
Dene House Primary		N/A			AW E-mail	
Hesleden Primary		N/A			AW E-mail	
Hutton Henry CE Primary		N/A			AW E-mail	
Our Lady Star of the Sea RCVA Primary		N/A			AW E-mail	
St. Joseph's RCVA Primary, Blackhall		N/A			AW E-mail	
Yohden Primary		N/A			AW E-mail	

Dene Community School		N/A			AW E-mail	19/11/18
St. Bede's Catholic Comprehensive		N/A			AW E-mail	

*Governors consultation document posted first class (16/11/18).
AW¹ – delivered by hand

**TOTAL number of hard copies of consultation documents printed = 500
and also the consultation document was placed on the DCC website (19/11/18)**

Elected DCC Members	
Simon Henig, Olwyn Gunn, June Clark, Ian McLean	Emailed 16/11/18
MPs	
Grahame Morris MP grahame.morris.mp@parliament.uk	Emailed 16/11/18
INTERNAL	
CYPS SLT (Margaret Whellans, Phil Hodgson, Julien Kramer, Helen Fergusson), Julian Wilson, School Places & Admissions Team, Julie Arnett, Joan Scott, Paul Eilles, Linda Bailey, David Shirer, Adrian White, Jill Huntington, Janet Bennett, David Grimes, Jennifer Morris, Julie Cassidy, Anna Wills, Barbara Brown, Mark Kirkup, Donna Caterer, Zoey Ridley, Eve Rutherford, Simon Day, Angela Pearson, Jacqui Ridley, Julie Barnfarther	Emailed 16/11/18
RC and CE Diocese and DfE	
RC Diocese Director education@diocesehn.org.uk	Emailed 16/11/18
CE Diocese Director paul.rickeard@drmnewcanglican.org	
DfE SchoolOrganisation.NOTIFICATIONS@education.gsi.gov.uk	
Trade Unions	
gmb@durham.gov.uk (GMB) h.metcalfe@unison.co.uk unison@durham.gov.uk (UNISON) mike.routledge@unitetheunion.com (UNITE) rc-northeast@mail.nasuwt.org.uk (NASUWT) john.kesterton@ascl.org.uk (ASCL) kiaraclegg@voicetheunion.org.uk (VOICE) p.lonsdale100@denehouse-pri.durham.sch.uk (NAHT) ken.smith@neu.org.uk (NEU – formerly ATL) secretary@durham.nut.org.uk (NEU – formerly NUT)	Emailed 16/11/18
Directors of CYPS of Neighbouring LAs	
Simon Marshall SUNDERLAND simon.marshall@sunderland.gov.uk	Emailed 16/11/18
Children's Centres (15 copies)	
Hornden One Point, Cotsford Junior School site	AW 15/11/18
Community Centres (10 each)	
Hornden Centennial Centre, Seventh Street, Hornden, Peterlee, SR8 4LX	Posted 16/11/18
Hornden Community Centre & Nursery, Eden Street, Hornden, Peterlee, SR8 4LH	
Hornden Hub House, 54 Seventh Street, Hornden, Peterlee, SR8 4LX	
Roseby Road Community Centre, Roseby Road, Hornden, Peterlee, SR8 4RJ	
Parish Councils (JM passing on to Parish Councils/Community Groups in Hornden area)	
John Murphy john.murphy3@durham.gov.uk	E-Mail 16/11/18

Durham County Council Equality Impact Assessment

NB: The Public Sector Equality Duty (Equality Act 2010) requires Durham County Council to have 'due regard' to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people from different groups. Assessing impact on equality and recording this is one of the key ways in which we can show due regard.

Section One: Description and Screening

Service/Team or Section	Education, School Places and Admissions
Lead Officer	Graeme Plews
Title	School Places and Admissions Manager
MTFP Reference (if relevant)	N/A
Cabinet Date (if relevant)	April 2019
Start Date	November 2018
Review Date	April 2019

Subject of the Impact Assessment

Please give a brief description of the policy, proposal or practice as appropriate (a copy of the subject can be attached or insert a web-link):

Based on pupil planning forecasts, there is a need to consider the long term provision of Nursery/Primary provision in some public place planning areas. Horden is one of these areas and was included in the first phase of the area based reviews of schools provision launched in November 2017.

Proposal to amalgamate Cotsford Infant and Junior Schools into a single primary school in the premises of Cotsford Junior School and Horden One Point from 1 September 2019.

The proposal would see the closure of the current Infant School site. A room which is surplus to capacity in the One Point Centre (adjacent to the junior school site) would be adapted as a Reception teaching area. A covered walkway would be constructed to connect this room with the main junior school building which would be occupied by years 1 through 6.

Who are the main stakeholders? (e.g. general public, staff members, specific clients/service users):

General Public, governors, Staff, pupils, Cotsford Infant and Junior Schools, providers of Early Years Education, Elected Members, MPs, Neighbouring Schools, Trade Unions, Diocese, Department for Education, Community Groups, Parish Councils, Residents' Associations, AAP Board, CYPS/DCC Staff, Parents/Carers.

Screening

Is there any actual or potential negative or positive impact on the following protected characteristics.		
Protected Characteristic	Negative Impact Indicate: Y = Yes, N = No, ? = Unsure	Positive Impact Indicate: Y = Yes, N = No, ? = Unsure
Age	? - relating to staff	N
Disability	? - relating to staff	N
Marriage and civil partnership (workplace only)	N	N
Pregnancy and maternity	N	N
Race (ethnicity)	N	N
Religion or Belief	N	N
Sex (gender)	? - relating to staff	N
Sexual Orientation	N	N
Transgender	N	N

Please provide brief details of any potential to cause adverse impact. Record full details and analysis in the following section of this assessment.

The main groups affected by this proposal are pupils attending Cotsford Infant and Junior School, their families and staff. It is not expected that pupils and their families will be adversely affected.

A new staffing structure will be established for the single site school. This should enable efficiencies to be made, particularly in the business support and caretaking posts. Change management processes will be followed to ensure fair treatment of any affected staff.

How will this policy/proposal/practice promote our commitment to our legal responsibilities under the public sector equality duty to:

- **eliminate discrimination, harassment and victimisation**
- **advance equality of opportunity, and**
- **foster good relations between people from different groups?**

Amalgamating Cotsford Infant and Junior Schools into a single primary school will enhance education provision in the area and will lead to a more sustainable establishment for the long term that will bring about educational improvement and will continue to provide equal access for all. Furthermore, the amalgamation will lead to a more efficient use of resources.

A 6 week consultation was held during November and December 2018. Consultation documents will be distributed widely and meetings were held with Governors and Staff of Cotsford Infant and Junior Schools, parents and members of the local community at an Information Sharing Evening. Stakeholders were invited to respond in a variety of ways written responses using the response form attached to the consultation document, letter, email or completing the response form online via the County Council's website. Alternative formats were available on request. 5 responses were received to the consultation, all in support of the proposal.

Evidence

What evidence do you have to support your findings?

Please **outline** your data sets and/or proposed evidence sources, highlight any gaps and say whether or not you propose to carry out consultation. Record greater detail and analysis in the following section of this assessment.

The schools are experiencing a significant fall in pupil rolls and have had to make staffing reductions to balance the budget. Amalgamating Cotsford Infant and Junior Schools into a single primary school will lead to a larger and more viable school being established rather than two small schools.

Screening Summary

On the basis of the screening is there:	Confirm which refers (Y/N)
Evidence of actual or potential impact on some/all of the protected characteristics which will proceed to full assessment?	Yes - relating to potential impacts on staff
No evidence of actual or potential impact on some/all of the protected characteristics?	Yes - relating to pupils

Sign Off

Lead Officer sign off: 	Date:
Service equality representative sign off:	Date:

If not proceeding to full assessment please return completed screenings to your service equality representative and forward a copy to equalities@durham.gov.uk If you are unsure of potential impact please contact the corporate research and equalities team for further advice at equalities@durham.gov.uk

Section Two: Data Analysis and Assessment of Impact

Please provide details on impacts for people with different protected characteristics relevant to your screening findings. You need to decide if there is or likely to be a differential impact for some. Highlight the positives e.g. benefits for certain groups, advancing equality, as well as the negatives e.g. barriers for and/or exclusion of particular groups. Record the evidence you have used to support or explain your conclusions. Devise and record mitigating actions where necessary.

Protected Characteristic: Age																		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?																
Age profile of employees identifies a larger proportion of employees 45-64 at Cotsford Junior School. Therefore any future proposals may have a potential disproportionate impact on this group of employees.	<p>Count of Age Profile Row Labels</p> <table border="1"> <tbody> <tr> <td>Cotsford Infant</td> <td>17</td> </tr> <tr> <td>25-44</td> <td>8</td> </tr> <tr> <td>45-64</td> <td>9</td> </tr> <tr> <td>Cotsford Junior</td> <td>20</td> </tr> <tr> <td>16-24</td> <td>2</td> </tr> <tr> <td>25-44</td> <td>4</td> </tr> <tr> <td>45-64</td> <td>14</td> </tr> <tr> <td>Grand Total</td> <td>37</td> </tr> </tbody> </table>	Cotsford Infant	17	25-44	8	45-64	9	Cotsford Junior	20	16-24	2	25-44	4	45-64	14	Grand Total	37	Update of equality analysis based on forward plans
Cotsford Infant	17																	
25-44	8																	
45-64	9																	
Cotsford Junior	20																	
16-24	2																	
25-44	4																	
45-64	14																	
Grand Total	37																	

Protected Characteristic: Disability		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?
	Due to low number of employees disclosing whether or not they have disability it is difficult to determine whether the proposals will have a potential impact on disabled employees.	Reasonable adjustments will be made where required.

Protected Characteristic: Marriage and civil partnership (workplace only)		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?
	Employee data not disclosed	

Protected Characteristic: Pregnancy and Maternity		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?
	Employee data not disclosed	

Protected Characteristic: Race (ethnicity)																		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?																
Based on the ethnicity profile it is not thought that the proposals will have a significant impact as the larger proportion of staff have declared themselves as White British.	Ethnic Origin Row Labels <table border="1"> <tbody> <tr> <td>Cotsford Infant</td> <td>17</td> </tr> <tr> <td>Not Disclosed</td> <td>2</td> </tr> <tr> <td>White British</td> <td>15</td> </tr> <tr> <td>Cotsford Junior</td> <td>20</td> </tr> <tr> <td>Not Disclosed</td> <td>2</td> </tr> <tr> <td>White British</td> <td>17</td> </tr> <tr> <td>White Irish</td> <td>1</td> </tr> <tr> <td>Grand Total</td> <td>37</td> </tr> </tbody> </table>	Cotsford Infant	17	Not Disclosed	2	White British	15	Cotsford Junior	20	Not Disclosed	2	White British	17	White Irish	1	Grand Total	37	Update of equality analysis based on forward plans.
Cotsford Infant	17																	
Not Disclosed	2																	
White British	15																	
Cotsford Junior	20																	
Not Disclosed	2																	
White British	17																	
White Irish	1																	
Grand Total	37																	

Protected Characteristic: Religion or Belief		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?
	Employee data not disclosed	

Protected Characteristic: Sex (gender)																
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?														
Gender profile of employees. The gender profile of all employees identifies a larger proportion of female employees. Therefore any future proposals may have a potential disproportionate impact on this group of employees.	Gender Row Labels <table border="1"> <tbody> <tr> <td>Cotsford Infant</td> <td>17</td> </tr> <tr> <td>Female</td> <td>16</td> </tr> <tr> <td>Male</td> <td>1</td> </tr> <tr> <td>Cotsford Junior</td> <td>20</td> </tr> <tr> <td>Female</td> <td>18</td> </tr> <tr> <td>Male</td> <td>2</td> </tr> <tr> <td>Grand Total</td> <td>37</td> </tr> </tbody> </table>	Cotsford Infant	17	Female	16	Male	1	Cotsford Junior	20	Female	18	Male	2	Grand Total	37	Update of equality analysis based on forward plans.
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Female	16															
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Female	18															
Male	2															
Grand Total	37															

Protected Characteristic: Sexual Orientation		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?
	Employee data not disclosed	

Protected Characteristic: Transgender		
What is the actual or potential impact on stakeholders?	Record of evidence to support or explain your conclusions on impact.	What further action or mitigation is required?
	Employee data not disclosed	

Section Three: Conclusion and Review

Summary

Please provide a brief summary of your findings stating the main impacts, both positive and negative, across the protected characteristics.

There is evidence that there would be potential or actual impact on protected groups of staff (teaching, support or caretaking) and governors. In particular there are potential impacts in relation to age and gender.

Will this promote positive relationships between different communities? If so, how?

There is evidence that there would be potential or actual impact on protected groups of staff (teaching, support or caretaking) and governors. In particular there are potential impacts in relation to age and gender.

Action Plan

Action	Responsibility	Timescales for Implementation	In which plan will the action appear?

Review

Are there any additional assessments the need to be undertaken? (Y/N)	
When will this assessment be reviewed? Please also insert this date at the front of the template.	

Sign Off

Lead Officer sign off:	Date:
Service equality representative sign off:	Date:

Please return the completed form to your service equality representative and forward a copy to equalities@durham.gov.uk



PUBLIC NOTICE

Proposal to change the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a Primary School and to close Cotsford Infant School as a Registered School on 31 August 2019.

Notice is given in accordance with Section 19(1) of the Education and Inspections Act 2006 that Durham County Council intends to make a prescribed alteration to Cotsford Junior School (Community), Third Street, Horden, Peterlee, SR8 4EH and to close Cotsford Infant School (Community), Cotsford Park, Horden, Peterlee, SR8 4TB.

It is proposed to amalgamate Cotsford Infant and Junior Schools into a single primary school across the existing site of Cotsford Junior School and part of Horden One Point Building from 1 September 2019. This will be achieved by changing the age range of Cotsford Junior School from 7-11 to 4-11 from 1 September 2019 to create a primary school from that date and by closing Cotsford Infant School as a registered school on 31 August 2019.

The proposal reflects the work being done across County Durham to bring separate Infant and Junior Schools together where appropriate to form primary schools so children can benefit from primary education in one school rather than changing schools at age 7. Amalgamating the schools will lead to a larger and more viable education establishment to enhance education provision in the community of Horden for the long term.

The current capacity of Cotsford Infant School is for 120 pupils. The current capacity of Cotsford Junior School is for 164 pupils. The capacity of the proposed primary school will be for 210 pupils. The proposed admission number for the proposed primary school will be 30.

At present both schools are judged as 'Good' by Ofsted. The council believes that amalgamating the two schools will lead to a model of education that benefits children and their families and the proposal will therefore not have any negative impact on the standard of education provided to children in these schools.

All services from the existing schools for the local community will continue to be provided if the schools become a primary school.

This Notice is an extract from the full proposal. Copies of the complete proposal can be obtained from: Mr Graeme Plews, School Places and Admissions Team, Children and Young People's Services, Durham County Council, County Hall, Durham DH1 5UJ. It is also available on the County Council's website at www.durham.gov.uk/consultations.

Within four weeks from the date of publication of this proposal any person may object to or make comments on the proposal by sending them to Mr Adam Williams, School Places and Admissions Team, Children and Young People's Services, Business Reply Service, Licence No. DU63 (Freepost), Durham County Council, County Hall, Durham, DH1 5BR. Objections and comments can also be e-mailed to schoolorganisation@durham.gov.uk.

Signed:

Margaret W. Whellans

Margaret Whellans
Corporate Director
Children and Young People's Services

Publication Date: 17 January 2019

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Cabinet

3 April 2019

Council Activity Report

Ordinary Decision



Report of Corporate Management Team

Lorraine O'Donnell, Director of Transformation and Partnerships

Councillor Simon Henig, Leader of the Council

Electoral division(s) affected:

Countywide

Purpose of the Report

- 1 To provide an update on work to support some of the council's key priorities.

Executive summary

- 2 The report provides an update on progress towards delivering some of the council's key priorities.
- 3 This month's report covers:
 - (a) Winter maintenance
 - (b) Clean Durham
 - (c) Year of Culture
 - (d) Holocaust Memorial Day

Recommendation

- 4 Cabinet is recommended to note the contents of this update.

Background

- 5 The council undertakes a great deal of work across the county.
- 6 This report offers an overview of some key projects.

Winter maintenance

- 7 As the local highway authority, we have a statutory duty to deliver a winter maintenance programme which ensures that road-users are not endangered by snow or ice so far as is reasonably possible. The service we provide involves precautionary salting; the continuation of salting following the formation of ice; clearance of ice and snow; dealing with sustained severe weather conditions; and the provision of salt and grit bins.



- 8 Several gritters were replaced in anticipation for this year's winter weather, with four new power gritters and 23 new trailer gritters now among the authority's 76-strong fleet of gritting vehicles and snow blowers. Salt stocks were increased to 42,000 tonnes in preparation for the 2018-19 winter maintenance season, mitigating the risk of any shortage in supplies.
- 9 During the winter months, our fleet treated more than 1,700km of priority one roads during normal winter conditions. This represented 45 per cent of the road network, one of the highest proportions in the UK. At times of prolonged severe winter weather such as extended freezing

conditions or where snow is expected to settle for a period exceeding 24 hours, a secondary network of priority two routes is also treated when resources are available.

- 10 Information regarding gritting in County Durham is communicated through our corporate website and social media accounts. Live updates are posted on Facebook and Twitter at regular intervals during adverse weather and for the first time, messages were accompanied by video footage taken from 360 degree cameras from our power gritters. Gritter updates using the hashtag #TwitterGritterNE were the most viewed tweets on the council's Twitter page for the month of January (one message on 18 January 2019 was viewed 7,757 times).
- 11 Utilising 'TrackYou', a tracking system fitted to our entire winter maintenance fleet, visitors to our corporate website can see where routes have been, or are planned to be, treated. Information is also provided on our corporate website and social media accounts in relation to any disruptions to services caused by severe winter weather including closures of individual schools, household waste and recycling centres and major roads.

Clean Durham



- 12 With the arrival of spring the council's work to ensure our communities look their best steps up a gear. Efforts are centred around our Clean Durham campaign.

- 13 We provide a range of services to help to keep the county safe and clean, including street cleaning, parks and ground maintenance, refuse and recycling, waste collections, operation of waste transfer stations, pest control, civic pride, dog control, neighbourhood wardens and measures to tackle anti-social behaviour and unauthorised encampments.
- 14 In addition, like many local authorities we encourage our communities to take an active role in keeping their areas clean and green. And we also work to tackle environmental issues such as litter, flytipping, dog fouling and graffiti, which are a financial and reputational burden on the council, through education and enforcement.
- 15 This work includes running a number of campaigns throughout the year such as the Big Spring Clean, In Bloom and Operation Spruce Up as well as initiatives to combat littering and flytipping.
- 16 Operation Spruce Up sees teams from across the council working to brighten up a chosen community each month. Since the scheme started in 2016, more than 30 towns and villages in County Durham have been supported with activities including cleansing of road channels, gullies and weeding; litter clearance; removal of graffiti; replacing of shrub beds and the repair and painting of street furniture.
- 17 Through the scheme, we also work with schools to deliver educational programmes. So far, more than 4,000 children and young people have been involved in activities such as helping to plant bulbs, collecting litter and designing posters to encourage people to dispose of their rubbish responsibly. Operations this year included Newton Aycliffe in March and Wolsingham in April 2019.
- 18 Working with Darlington Borough Council and LitterFree Durham and Darlington, our Big Spring Clean campaign aims to inspire residents, community groups, schools and businesses to give their area a spring clean or take part in a litter pick. Last year saw 3,041 volunteers take part in 204 litter picks across County Durham, collecting 3,021 bags of rubbish.
- 19 This year's campaign, which runs until Tuesday, 9 April, was launched during a special event at Locomotion in Shildon, during which 42 volunteers collected 86 bags of rubbish between Newton Aycliffe and Shildon.

- 20 We also promote the creation of greener spaces in our county by supporting the Royal Horticultural Society (RHS) 'In Bloom' competitions – something we have done for the past 40 years. This helps to deliver campaigns that enhance the attractiveness of our towns and villages whilst also achieving official horticultural recognition from awarding body organisations.
- 21 Furthermore, we currently support and deliver Beautiful Durham, a free-to-enter gardening event open to residents and organisations in Durham City and surrounding villages; as well as Chester's Best, a free competition encouraging residents and organisations in Chester-le-Street to create and celebrate a more attractive environment; and Northumbria and Britain In Bloom, the regional and national horticultural competitions.
- 22 Following Durham City's success in the 'Best Small City' category of Britain In Bloom in October 2018, the city will now compete in the prestigious Champion of Champions category in 2019.
- 23 Last year saw the launch of two campaigns promoting anti-litter messages. Litter Heroes, launched in November 2018 with a film starring primary schoolchildren dressed as superheroes, encourages residents, workers and visitors to our county to put their waste in bins or take it home. This was followed in December 2018 with an alternative litter-based take on the 12 Days of Christmas. Both videos have been viewed more than 20,000 times.

Year of Culture update

- 24 County Durham has seen continued growth and investment in cultural, sporting and heritage activity during the past few years thanks to support from the county council and its partners.
- 25 This year sees the results of this sustained investment with an unprecedented year of openings, activities, festivals, events and anniversaries. Designated as the county's Year of Culture, and badged as #Durham19, 2019 sees a year-long marketing campaign delivered by Visit County Durham, Durham County Council, County Durham Cultural Partnership and partners from across the county.
- 26 #Durham19 was launched at the very end of last year on 29 December with a supplement in The Times, a public website (www.thisisdurham.com/19) and a corporate website (www.visitcountydurham.org/durham19). The first event of the year, Durham Vocal Festival, which ran from 25 January to 9 February, saw Durham reverberating with the sound of world class vocal performances taking place at 14 venues around the county including the Cathedral and Gala Theatre. More than 3,500 of our children and young people got involved,

many of whom took part in activities linked to the 66 schools which participated in a variety of events and activities.



- 27 During February, more than 3,400 people visited Durham Town Hall and 1,400 visited Clayport Library as part of the city's Chinese New Year celebrations. Towards the end of the month, the annual Fire and Ice festival took place in the city, with intricate sculptures of heroes and villains including Maleficent, Darth Vader and Ant and Dec dotted around the city. A spectacular ice sculpture of Grace Darling brought Durham to the nation's attention when it was featured in The Times on Saturday 23 February.
- 28 And there is still plenty more to come, with a packed programme featuring the familiar and the new lined up for the rest of the year. Highlights include Cricket World Cup fixtures in June and July at Chester-le-Street, the tenth anniversary edition of Lumiere in November and completion of The Auckland Project's multi-million pound redevelopment of Auckland Castle. Events in Norman Cornish's hometown of Spennymoor and elsewhere in the county will mark what would have been the artist's 100th birthday, while work continues at Beamish to rebuild Cornish's house as part of the museum's new 1950s town.
- 29 Next weekend (13 and 14 April) sees the return of the ever-popular Bishop Auckland Food Festival on 13 and 14 April, with the line-up including MasterChef presenter Gregg Wallace, Cbeebies presenters Angellica Bell and Stefan Gates, Kenny Tutt (Masterchef winner 2018) and Jenny McAlpine (Fizz in Coronation Street). Last year, more than 27,000 people visited BAFF – its biggest crowd ever. And there's more on the menu for food lovers this year with the inaugural Seaham Food Festival in June.

- 30 The second Durham Adventure Festival also takes place this month at Gala Theatre. Legendary climber Sir Chris Bonington will head-up a programme that also includes the likes of adventurer Jason Mallinson, a cave diver who was involved in last year's heroic Thai cave rescue.
- 31 Other treats in store include a new running festival, which will incorporate the annual Durham City Run and will include a family activity event headed-up by three-time London marathon winner Paula Radcliffe.
- 32 A new cycling event, which could see up to 15,000 participants and more than 40,000 visitors to the county, has also been approved. The Velo North provides a closed road ride of up to 100 miles for entrants and will take place on 1 September. The event, which is forecast to boost the local economy by £2.7m, will also include community activities. A significant number of entries have already been received. Event organisers are hoping to brief members about the plans and the route.
- 33 Although in its early stages, #Durham19 has already been commended at national level by the Department for Culture, Media and Sport (DCMS), VisitBritain and the England and Wales Cricket Board for combining sport and culture and using events as a driver for visitors. They also commended the level of stakeholder engagement across the county and 'Team Durham' attitude.
- 34 Meanwhile, Visit County Durham was been invited to present its approach and #Durham19 at a Cricket World Cup Host City and Destination Management Organisation meeting at The Guildhall, London in recognition of its success in making the most of the opportunities presented by the international profile of the Cricket World Cup. The meeting was attended by representatives from DCMS, VisitBritain and cities around the UK.
- 35 However, Durham19 is not just about promoting the county to visitors, we want to involve the community as much as possible and, by the end of 2019, we want every resident to have had the chance to participate in our Year of Culture.
- 36 For example, the Apollo Pavilion at Peterlee will celebrate its 50th anniversary this year with a series of activities directly involving the local community. Celebrations kicked off in spectacular fashion at the end of March with a light installation presented in partnership with Artichoke. German artists/architects Mader Wiermann were commissioned to present the installation that reflected the Brutalist architecture of the structure and also its links to the Moon landings.
- 37 #Durham19 was officially launched with a celebration event at Durham Town Hall, where stakeholders were able to hear more about more about activities throughout the year and how by combining efforts we can make the most of our Year of Culture locally, regionally and nationally. AAPs are also hosting

afternoon teas in their local communities to spread the word and encourage residents to get involved.

- 38 The year culminates with the tenth anniversary edition of Lumiere, the UK's largest light festival which will bring together favourite installations from past festivals along with some brand new ones. Together the five previous Lumiere events have attracted more than 840,000 visitors and brought joint economic benefits of £28.7million. Artichoke artists have worked with around 5,000 people of all ages across the county as well as nurturing local talent through the BRILLIANT commissioning programme. So far there have been 18 BRILLIANT commissions, with some of the artists involved going on to successful careers, such as Stuart Langley who exhibited as a BRILLIANT artist at Lumiere 2013 with his Stained Glass Cars installation. Stuart's installations have since been exhibited at festivals from Brussels to Singapore, and across the UK. His stained glass cars piece recently featured in The Guardian after being recommissioned for Coastival in Scarborough.

Holocaust Memorial Day

- 39 Holocaust Memorial Day (HMD) is the international day of remembrance for the victims of the Holocaust and subsequent genocides in Cambodia, Rwanda, Bosnia and Darfur. It takes place on 27 January each year and marks the anniversary of the liberation of the Auschwitz-Birkenau concentration camp in 1945.
- 40 Promoted and supported by the Holocaust Memorial Day Trust, the aim of the day is to educate, commemorate and prompt action against discrimination and hatred in our communities today.
- 41 The council has commemorated Holocaust Memorial Day for a number of years, predominately through an event organised with schools in partnership with Durham Cathedral. The Gypsy Roma Traveller service has also held awareness events for our staff and members. Last year the council organised an exhibition at Durham Town Hall for the public.
- 42 The theme for 2019 was 'torn from home' and asked people to reflect on what happens when individuals, families and communities are driven out of, or wrenched from their homes, because of persecution or the threat of genocide. It also looked at the continuing difficulties survivors face as they try to find and build new homes when the genocide is over.
- 43 Activities included a three-week exhibition at Bishop Auckland Town Hall, which included real life stories from the Holocaust; information on the Porrajmos, which translates to 'the Devouring', the term used to describe the Nazi genocide of Europe's Roma and Sinti population; information on genocides in Cambodia, Rwanda, Bosnia and Dafur; and the Memorial Day Trust and Durham Light Infantry archives.

- 44 On the afternoon of Friday 25 January there was a special service for schools at Durham Cathedral. The event included a number of workshops focusing on subjects including: Gypsy Roma Traveller racism, hate crime, homophobia now and during WW2, stereotypes and the Holocaust and Rwanda and LGBT as well as the Porrajmos exhibition. There was also a talk by Holocaust survivor, Eva Clarke.
- 45 About 200 students from Durham Federation, Greenfield, The Hermitage, Wellfield, St Leonards, Tanfield, King James, North Durham Academy, and Hummersknott attended, along with 20 trainee teachers from Shotton and Durham SCITTs.
- 46 Over the weekend of Saturday 26 and Sunday 27 January there were also a number of events in Bishop Auckland, including dance performances by King James 1 Academy, a presentation on hate crime by students from The Hermitage Academy, and a talk by guest speaker Holocaust survivor Eva Clarke. Artwork was produced by local schools King James 1 Academy and St Anne's primary school. Durham Town Hall was also lit up purple, symbolising the colours of the Holocaust Memorial Trust.
- 47 St Anne's Church, Bishop Auckland Market Place was open for contemplation and prayer on the Saturday and there was a Holocaust Memorial Service on the Sunday. St Johns RC secondary school assisted with providing items and images to facilitate contemplation and prayer.



- 48 Clayport Library in Durham featured a display including books by local resident, Sylvia Hurst, who came to Durham on the Kinder transporten. There were similar displays at libraries in Barnard Castle, Bishop Auckland, Chester-Le-Street, Crook, Consett, Newton Aycliffe, Seaham, Spennymoor and Stanley. Artwork and real life stories were on display in County Hall.
- 49 The event and exhibition at Bishop Auckland Town Hall was well attended with 200 members of the public pre-booking tickets. The Lord Lieutenant, Chairman of Durham County Council, elected members and the Mayor of Bishop Auckland all attended. A number of local schools were involved in the event.
- 50 At St Anne's church, 45 people attended the Open Day for Reflection and Prayer and 90 people attended the HMD Commemoration Service, including members of the Darlington Hebrew Congregation Reform Synagogue.
- 51 Both events received extensive media coverage including an item on Tyne Tees on Friday 25 January, which focused on the Cathedral service and Eva's story. On Sunday 27 January, a BBC news item featured on BBC Look North, which reported on HMD events from around the region with the focus on the event at Bishop Auckland Town Hall and an interview with Eva Clarke.

Background papers

- None

Other useful documents

Contact: Michelle Atkinson

Tel: 03000 268049

Appendix 1: Implications

Legal Implications

Not applicable.

Finance

Not applicable.

Consultation

Not applicable.

Equality and Diversity / Public Sector Equality Duty

Not applicable.

Human Rights

Not applicable.

Crime and Disorder

Not applicable.

Staffing

Not applicable.

Accommodation

Not applicable.

Risk

Not applicable.

Procurement

Not applicable.

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Cabinet

3 April 2019



**Annual Enforcement Programme
Children and Young Persons
(Protection from Tobacco) Act 1991 and
Anti-Social Behaviour Act 2003**

**Report of Ian Thompson, Corporate Director of Regeneration and
Local Services.**

**Councillor Brian Stephens, Cabinet Portfolio Holder for
Neighbourhoods and Local Partnerships**

Electoral division(s) affected:

Countywide

Purpose of the Report

- 1 This report reviews enforcement activities under the Children and Young Persons (Protection from Tobacco) Act 1991, the Anti-Social Behaviour Act 2003 and the Licensing Act 2003 for the period April 2018 to March 2019 and seeks approval of a new enforcement programme for 2019/20.
- 2 The County Council has statutory responsibility for enforcement of age restricted products, namely tobacco, nicotine inhaling products, spray paint containers, alcohol, videos and DVDs, cigarette lighter refills, fireworks and the proxy sale of tobacco products and supply of nicotine inhaling products to under 18s.
- 3 The Authority has also elected to enforce the age-restricted sales of solvents and glue, knives, access to gaming establishments and access to sunbed premises.
- 4 For many years the Authority has taken a proactive approach to tackling the harms and criminality associated with the illegal supply and misuse of alcohol and tobacco within County Durham. Together with our partners in the Durham Police Harm Reduction Unit and the County Durham Tobacco Alliance, we continue to conduct high visibility enforcement campaigns to tackle the health inequalities and links with organised crime associated with these products. Protection of children is also a high priority. This forms part of a holistic approach the County

Council has adopted to tackle the harms caused by alcohol and tobacco as well as tackling the wider determinants of health.

Executive summary

- 5 This report provides details of enforcement activity during 2018 / 2019, in relation to age restricted products and tackling supplies of illicit tobacco.
- 6 Information is provided in relation to complaints, test purchase and seizure activity for this period.
- 7 Details of the outcomes of enforcement action are provided.
- 8 The proposed enforcement programme for 2019/ 2020 is detailed.

Recommendations

- 9 Cabinet recommended
 - (a) Note the enforcement activity undertaken during 2018 / 2019.
 - (b) Approve the proposed enforcement programme for 2019 / 2020.

Background

Under Age Sales Enforcement Activity 2018/2019:

- 11 Our team work closely in partnership with the Police Harm Reduction Unit in matters relating to allegations of underage sales from licensed retail premises.
- 12 Usually where premises make two underage sales over a short period of time, formal action is taken by our service, bringing the facts before Durham County Councils' Licensing Committee by means of a review of the Premise Licence.
- 13 During 2018, two premises were taken to a review in relation to under age sales of alcohol, resulting in more robust licensing conditions being attached to prevent future non-compliance.

Summary of activity by product type:

14	Alcohol	52 Complaints / Intelligence Reports relating to 46 premises 28 Test purchase attempts 19 fails / 9 Pass = 68 % failure rate on test purchase attempts (The remaining premises are being scoped for future compliance testing) For Premises which have failed being considered for further action e.g. licence review / prosecution)
	Tobacco	2 complaints – to be developed and actioned.
	Knives *	1 complaint has been received
	E Cigarettes/ Nicotine Inhaling products	No complaints / intelligence reports
	Fireworks	No Complaints
	Spray paints	No Complaints
	Age Restricted Computer Games	No Complaints
	Gambling	No Complaints - 8 Notifications from Industry compliance checks - 8 test purchase attempts- PASS.

*A joint project with the Police Operation Sceptre is being scoped to be undertaken, which will include the age restrictions on knives and other bladed goods subject to the legislation.

- 15 Our enforcement activity for the above age restricted products during 2018/2019 has been somewhat limited, in light of the lack of complaints from the public and intelligence from partners.
- 16 The high level of failures could indicate that the intelligence that does exist is accurate and that a more targeted approach is better use of resources as it focusses on the area of greatest concern.
- 17 We continue to seek avenues to develop sources of community intelligence through the wider working of our service, other County Council service teams and project partners. For example, projects

being developed with County Durham and Darlington Neighbourhood Watch and the Area Action partnerships across County Durham.

- 18 Project work is also planned to be undertaken by the Trading Standards Business Compliance Team around the issues of market surveillance of trader compliance in relation to age restricted products where intelligence has not been forthcoming.

Tackling illicit tobacco During 2018 / 2019

- 19 11 Investigation report files have been submitted for consideration of commencement of criminal proceedings.

- 20 4 matters have been dealt with by means of issuing a simple caution. This addresses low level offending / quantities of tobacco recovered and evidence of the extent of the activity.

- 21 6 matters have been before the criminal courts in that time.

- 22 Outcomes:

- 4 custodial sentences imposed by the courts, totalling 5 years 2 months
- 8-month custodial sentence suspended for 18 months
- 3-month home curfew 8pm to 8 am
- 18-month conditional discharge
- Fines totalling £730
- Costs recovered: £3,767-63
- Proceeds of Crime Act confiscations totalling over £50k
- Another proceeds of crime matter is ongoing through the courts.
- 2 prosecution reports are ongoing through the criminal justice process.

- 23 Another investigation relating to a retail premise associated with the sale of illegal tobacco products, resulted in an application to the Magistrates Court for a 3 Month Closure Order, which was imposed on the premises and upheld on appeal. The Premise Licence to sell alcohol was also revoked by Durham County Council Licensing Committee in respect of this premise.



Retail premises linked to illegal tobacco sales

- 24 A criminal investigation into the supply of tobacco products remains ongoing in the above matter.
- 25 During 2018 / 2019 a total of:
- 24,400 Cigarettes
 - 129.24 Kg of Hand Rolling Tobacco
- was seized as a result of 16 intelligence led targeted operations.

Keep It Out National Campaign

- 26 120 Intelligence reports have been received via the anonymous reporting Hotline during 2018 / 2019 (50 since the campaign was refreshed in November 2018).



- 27 14 reports have been received from other intelligence sources. These are being developed with a view to carrying out future enforcement operations.
- 28 Recently, partnerships have been developed in relation to other project areas with County Durham and Darlington Neighbourhood Watch and the County's Area Action Partnerships.



- 29 These relationships provide a means to circulate information bulletins seeking community intelligence around the issues of illegal and under age sales of tobacco products.
- 30 Continued close working with the Police has also provided an opportunity to have input to the Police probationer training officer in relation to trading standards issues, including illicit goods and age restricted products.



Nicotine inhaling Products - E Cigs and vaping devices

- 31 Our Trading Standards Team has joined up to the National Real Deal Online Project.
- 32 This aims to engage with online sellers who make use of social media platforms including Facebook, to sell goods. This can include counterfeit and age restricted products, such as tobacco.
- 33 The overall aim is to work with the selling site group administrators to prevent illegal sales and sign up to a best practice charter. Where co-operation is unsuccessful, we will consider enforcement action and site takedowns to disrupt future online sales by that seller.

Work with the Vaping Sector

- 34 In partnership with DCC Public Health colleagues, and Smokefreelife County Durham, who deliver the smoking cessation service, we are carrying out some work with the vaping retail sector.
- 35 A training package, which will include an option of online video training modules is being developed. The aim being to raise awareness within the vaping sectors as to retailer legal obligations as to the age restrictions applicable to the products sold in addition to the safety of the product itself, the vaping liquid, vaping device and charger. Colleagues from the Environment, Health and Consumer Protection service (EHCP) are proving general health and safety advice applicable to an employers' responsibilities in operating retail premises.

- 36 Vaping Retailers will be provided with information on smoking cessation services and how they can direct customers who are currently tobacco smokers into the services available to help them to quit smoking.



Controls on E Liquids – address maximum quantities, labelling requirements and permitted ingredients.

Emerging Issues for consideration

Knife Crime

- 37 Following the Government consultation undertaken last year in relation to knife crime:
- 38 National Trading Standards funded a number of pilot enforcement projects in areas of the Country with high levels of knife crime.
- 39 As such best practice guidance is beginning to emerge for Trading Standards on this area of age restricted products and enforcement activity.
- 40 The Government has recently announced plans to introduce Knife Crime Orders aimed at tackling youth knife crime and promotion of gang related activity associated with communication via social media.
- 41 This announcement included an indication that Trading Standards will nationally be provided with a prosecution fighting fund of £ 500,000 to assist with enforcement action which may be taken in relation to offences committed by retailers in selling knives and any other products caught under Section 141 A of the Criminal Justice Act 1988 to a

person under 18, whether from premises or online, to under age persons.

- 42 Our service works closely with the Police and is set to review any annual data relating to knife crime to determine if any intelligence as to the retail source of knives may be identified and where any enforcement action may be targeted. This will be delivered as part of Operation Sceptre joint working with Durham Constabulary.

Main implications

43. **The proposed enforcement programme for 2019/2020 consists of the activities detailed below:**

- (a) An intelligence led approach to under age sales enforcement and tobacco.
This will continue to develop the intelligence from the “Keep it Out Campaign” to deliver enforcement action where possible. Continue to develop sources of community intelligence through partnership working and publicity activity.
- (b) Working in partnership with the Police and other enforcement agencies to identify and disrupt the involvement of organised criminality in the illicit tobacco supply chain.
- (c) Investigation of all consumer and trader complaints.
- (d) Undertaking market surveillance project activity in relation to age restricted products.
- (e) Continuation of our joint working with the Police Harm Reduction Unit and other agencies to adopt a holistic approach to solving problems associated with the accessibility and misuse of age restricted products.
- (f) Hold events to raise public awareness of the harms associated with illicit tobacco, to publicise the work of the service and encourage reporting of this criminal activity.
- (g) Continuation of the ‘Do You Pass’ retailer training as a way of assisting business.
- (h) Continuation of our work in partnership with the police, HMRC and other agencies to tackle sales from private premises to children, particularly in relation to alcohol and tobacco.
- (i) Working with the County Durham Tobacco Alliance partners, provide guidance to traders on the legal requirements surrounding E Cigarettes / Vaping equipment and products and access of their customers to advice on smoking cessation support.
- (j) Continuation with a practice of reviewing premises when appropriate.

- (k) Continuation of our work to tackle health inequalities and antisocial behaviour associated with the misuse and illegal supply of age-restricted products, in particular alcohol and tobacco.
- (l) Deliver business advice on and carry out enforcement of new legislation for which we may be statutorily responsible including all new legislation, which may emerge in relation to knife sales and corrosive substances.

Conclusion

44 The agreement of the proposed Enforcement Programme for 2019/2020 will ensure that the Council continues to address the problem of underage sales and access to age restricted products by those under age as well as the wider health and criminal issues surrounding these products.

Recommendations

- 45 That Cabinet
- a) Notes the work undertaken during 2018/19, and
 - b) Supports the proposed Enforcement Programme for 2019/2020.

Background papers

None.

Other useful documents

None.

Contact:	Joanne Waller, Head of Environment, Health and Consumer Protection	Tel: 03000 260 924
	Owen Cleugh, Consumer Protection Manager	Tel: 03000 260 925
	Craig Hudson, Trading Standards Manager	Tel: 03000 260 938

Appendix 1: Implications

Legal Implications

This report summarises the activity undertaken by the Council in the discharge of its duties and discretionary powers in relation to the enforcement of age restricted products. The proposed programme of activity for 2019/20 will enable the Council to continue to discharge its duties going forward.

Finance

No additional implications beyond existing funding / staffing arrangements.

Consultation

Not Applicable.

Equality and Diversity / Public Sector Equality Duty

Not Applicable.

Human Rights

Enforcement activity to be undertaken with due regard to the Human Rights Act 1998, The Regulation of Investigatory Powers Act 2000.

Crime and Disorder

This area of proposed enforcement activity seeks to protect residents, young people and legitimate businesses from criminal activity and disorder linked to the matters concerned. Partnership working with Durham Police on these issues.

Staffing

Undertaken within existing staffing establishment.

Accommodation

Not applicable.

Risk

If proposed enforcement activity is not undertaken - reputational risk, potential health and crime and disorder harms taking place in communities. Growth in criminality and involvement of Organised Crime Groups for illicit tobacco.

Procurement

Not applicable.

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Cabinet

3 April 2019

**Discharge of Transport Functions by
Durham County Council 2019**



Ordinary Decision

Report of Corporate Management Team

**Report of Ian Thompson, Corporate Director of Regeneration and
Local Services**

**Councillor Carl Marshall, Cabinet Portfolio Holder for Economic
Regeneration**

Electoral divisions affected:

Countywide

Purpose of the Report

- 1 To update Cabinet on the transport activity carried out by the Council under delegation originally from the North East Combined Authority (NECA) which has continued under the North East Joint Transport Committee.

Executive summary

- 2 The Council is required to report to the North East Transport Committee annually on the discharge of the functions delegated to the Council. Appendix 2 to this report contains the information which will be reported in respect of the last year.

Recommendations

- 3 Cabinet is recommended to note the contents of this report.

Background

- 4 When NECA approved its constitution in April 2014, it delegated to Durham County Council transport functions contained in Parts 4 and 5 of the Transport Act 1985 and Part 2 of the Transport Act 2000. These primarily relate to concessionary travel and ticketing on local passenger transport services. Durham's Cabinet approved the delegation of these functions at its meeting of 16 April 2014 to the Corporate Director of Regeneration and Local Services in consultation with the Cabinet Portfolio Holder, Economic Regeneration.
- 5 During 2018 responsibility for transport functions became vested in a statutory Joint Committee comprising of representatives of the new North of Tyne Combined Authority and the North East Combined Authority. It was agreed in a Deed of Cooperation entered by the seven constituent Councils of NECA, that the transport functions delegated to the two counties would remain the same pending any decision by the new Joint Committee. No changes to the delegations have been proposed.
- 6 Notwithstanding the above changes, the County Council continues to work closely with all of the north east authorities on matters relating to transport, both through the Joint Transport Committee and the wider network.
- 7 Attached in Appendix 2 is an account of the discharge of transport functions for 2018 agreed by the Corporate Director for Regeneration and Local Services and Transport Portfolio Holder, Economic Regeneration. Appendix 2 is also scheduled to be reported for information to the North East Joint Transport Committee meeting on 18 June 2019.

Background papers

- The North East Combined Authority Constitution
- The North East Combined Authority Deed of Operation dated 29 April 2014
- The North East Combined Authority Deed of Cooperation dated 4 July 2018

Contact: Adrian J White

Tel: 03000 267455

Appendix 1: Implications

Legal Implications

It has been agreed that the Council would provide an annual report on the exercise of its delegated functions to the North East Joint Transport Committee.

Finance

Transport functions carried out by or on behalf of the Combined Authority are funded by a levy raised by the Combined Authority. The funding for transport functions in Durham is transferred into the Combined Authority, and the Combined Authority in turn transfers the funding back to the Council to cover the discharge of its transport functions.

Consultation

None specific in this report.

Equality and Diversity / Public Sector Equality Duty

None specific in this report.

Human Rights

None specific in this report.

Crime and Disorder

None specific in this report.

Staffing

None specific in this report.

Accommodation

None specific in this report.

Risk

None specific in this report.

Procurement

None specific in this report.

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North East Joint Transport Committee

Date: 18 June 2019

Subject: Discharge of Transport Functions by Durham County Council

Report of: Vice Chairman with Portfolio Responsibility for Transport for Durham County Council

Executive Summary

The purpose of this report is to advise the Committee of how Durham County Council has discharged the transport functions delegated to it by NECA for the 2018/19 year.

Recommendations

The North East Joint Transport Committee is recommended to note this report.

1. Background Information

- 1.1 When NECA approved its constitution in April 2014, it delegated to Durham County Council transport functions contained in Parts 4 and 5 of the Transport Act 1985 and Part 2 of the Transport Act 2000. These primarily relate to concessionary travel and ticketing on local passenger transport services. Durham's Cabinet approved the delegation of these functions at its meeting of 16 April 2014 to the Corporate Director of Regeneration and Local Services in consultation with the Cabinet Portfolio Holder, Economic Regeneration.
- 1.2 Attached at Appendix 3 is an account of the discharge of transport functions for 2018 agreed by the Corporate Director for Regeneration and Local Services and Transport Portfolio Holder, Economic Regeneration. Appendix 3 has been reported for information to the County Council's Cabinet meeting on 3 April 2019.

2. Proposals

- 2.1 Members are requested to note the report.

3. Reasons for the Proposals

- 3.1 The NECA operating agreement requires that the relevant Portfolio holder provides reports when required to the North East Joint Transport Committee advising on how the delegated functions have been exercised.

4. Next Steps and Timetable for Implementation

- 4.1 These are identified as far as practicable in Appendix 3.

5. Potential Impact on Objectives

- 5.1 The report describes how Durham County Council is discharging transport functions delegated by NECA.

6. Financial and Other Resources Implications

- 6.1 The transport functions will be funded by the levy issued by NECA to Durham County Council.

7. Legal Implications

- 7.1 This report is submitted in accordance with obligations contained in the Deed of Operation entered into by the constituent authorities on formation of the Combined Authority.

8. Key Risks

- 8.1 None specific in this report.

9. Equality and Diversity

- 9.1 None specific in this report.

10. Crime and Disorder

10.1 None specific in this report.

11. Consultation/Engagement

11.1 None specific in this report.

12. Appendices

12.1 Appendix 3 – North East Combined Authority (NECA) – Durham County Council Transport Activity Report 2018/19

13. Background Papers

13.1 The North East Combined Authority Constitution
The North East Combined Authority Deed of Operation dated 29 April 2014
The North East Combined Authority Deed of Cooperation dated 4 July 2018

14. Contact Officers

14.1 Adrian J White, Head of Transport and Contract Services, Durham County Council, adrian.white@durham.gov.uk, Tel: 03000 267455

15. Sign off

- The Proper Officer for Transport:
- Head of Paid Service:
- Monitoring Officer:
- Chief Finance Officer:

North East Combined Authority (NECA) Durham County Council Transport Activity Report 2018/19

Introduction

1. The County Council operates an 'Integrated Passenger Transport Group' (IPTG) in line with Government's best practice guidance. The IPTG delivers public transport, home to school transport, Special Education Needs (SEN) transport and adult social care transport. It also has close links with health, clinical commissioning groups and the North East Ambulance Service.
2. Integrating transport in this way is especially important in more rural areas, enabling the authority to create packages of work across sectors to maximise the use of vehicles and staff, ensure full use is made of existing local bus services for education and social work purposes and deliver consistency of standards across different modes. The opportunities to integrate commissioning and delivery of local authority transport with non-emergency healthcare transport have also helped to deliver a simpler and more understandable service for the user.
3. The Council also values the benefits of the harmonisation of policy and delivery across the economic development, planning, housing and transport functions. This approach ensures that we can maximise transport's contribution to economic growth in the County.

Bus Service Network

Current State of Commercial and Subsidised Networks

4. A comprehensive network of bus services operates across almost all the county, although frequencies and coverage are reduced during later evenings and on Sundays, reflecting lower demands for travel. The majority of the bus network in County Durham has been essentially stable since October 2012 in terms of level of service and the service routes, although there have been periodic adjustments to details of timings reflecting better data now available from new tracking systems. A strike by drivers significantly affected Arriva bus services for one week in December 2018. A threatened further strike in January 2019 was averted by a negotiated settlement.
5. Services operating without subsidy from DCC ("commercial service") provide a high proportion of the network in most of County Durham. Most of the main towns of County Durham have at least two operators providing locally significant services without subsidy. Go North East and Arriva provide the majority of the services, with approximately equal market shares. Three other firms also run locally significant bus services without subsidy. This is a reduction following the takeover by Scarlet Band of the former JSB service between Willington and Bishop Auckland in November 2018.
6. Total bus boardings have increased slightly in 2018/19 to quarter 3 compared with the same period of 2017/18, by about 1.6%. This compares with a decline that had set in from mid-2014, which itself reflected the trend occurring in other parts of the region and

most of the UK. This increase is despite a continuing slight fall in concessionary bus journeys, considered to be due to the impact of the increasing age of entitlement to concessionary travel.

7. There has been further investment in new and cascaded buses in the period, although at a lower rate than seen in previous years.

Secured Service Retendering Activity

8. The council's general practice is that contracts for bus service are arranged on 4-year cycles, holding a right to extend to 5 years. Almost all of the Council's contracts expired in October 2017 (having started in 2012 or 2013) and were replaced by new contracts on largely unchanged specifications running to 2021. This has meant that 2018 has seen little change in bus contracts.

Concessionary Fares

9. Reimbursement payments under Durham's concessionary fare scheme for older and disabled people form the major element of the County Council's spending on public transport. Largely fixed price arrangements have been negotiated with the two major operators, with "cap and collar" provisions to handle deviations from expected volumes. Total concessionary boardings in 2018/19 are set to fall by only about 0.3% compared with the previous year. This is a lower reduction than the rate of recent years, and reflects the less severe winter this year. It is anticipated a further slight fall in concessionary travel will continue in 2019/20.

North East Smart Ticketing Initiative (NESTI)

10. Durham has continued to actively participate in the NESTI initiative. The Pop PAYG card was successfully rolled out on Durham Park and Ride in summer 2016. Usage has continued to grow and it is now the method of payment used by most regular users on Park and Ride. However, Pop PAYG has yet to achieve material levels of use across the wider bus network. The availability of contactless payment on all Arriva and Go North East services provides an alternative method of cash-less payment which is easier for many people.

Multi-Operator Ticketing Scheme

11. The Council is continuing to work with bus operators in County Durham to implement a scheme of multi-operator bus fares reflecting the bus market of County Durham. While the work has not progressed as fast as hoped, we continue to work with operators to deliver a scheme.

Transport Focus Bus Passenger Satisfaction Survey

12. DCC continues to work with Transport Focus, Arriva and Go North East to support the annual survey work carried out by Transport Focus, measuring passengers' satisfaction with their bus journeys. Previous years have shown generally high levels of satisfaction but with passengers' concerns regarding punctuality becoming a feature. This trend was seen in many areas in previous years' survey results and the 2018 results, summarised

below, confirm the trend. The overall result for County Durham was equal top within the region, and in joint 5th place (out of 26) nationally.

Category	Arriva	Go North East	Overall (including other operators)
Overall satisfaction	86%	93%	91%
Value for money	66%	69%	70%
Punctuality	67%	79%	77%
Journey time	88%	88%	89%

Park and Ride

13. The Durham Park and Ride has continued to perform very satisfactorily.

Community Transport (CT)

14. The CT sector in County Durham predominantly concentrates on group hire, although Weardale Community Transport again operated its summer-only Sunday bus service in the dale in 2018. The Council's programme of offering capital grants from Local Transport Plan funding to assist Community Transport continues.
15. We are also continuing our use of Rural Sustainable Community Transport funding to support the CT sector to develop its capacity, with a particular focus on the recruitment of volunteers.
16. The Department for Transport's announcement of revised interpretation of regulations regarding community minibus permits and community bus services has caused understandable concern to the sector. The limitations in the new guidance on operation of contracts has little impact in County Durham as our contracts have always required full Public Service or Taxi Operator licences. However, if the guidance remains unchanged after the current consultation, there appears to be considerable difficulties for the organisations that primarily exist in order to provide community transport, which may no longer qualify for the current exemptions from normal licence requirements.

Home to School/Social Care Transport

17. Home to school and social care transport forms the major part of Durham's operations, with a total spend of approximately £13 million pa and over 1000 contracts in operation. This includes school transport buses that are paid for by parents and or schools, supplementing the statutory free travel provided by the Council. In the 2018/19 school year, about 6,000 pupils receive free travel to school from Durham County Council, with a further 3,300 pupils travelling under the non-statutory concessionary schemes.
18. Our general practice is that contracts for Home to School Contract Hire services are awarded for a 4-year period, with the Council holding a right to extend to 5 years. Tendering is carried out over a rolling programme, with new contracts starting in September each year. Tender prices have remained very competitive, despite increased fuel prices and some impact from the National Living Wage.

Travel Response Centre

19. Durham has continued to operate the Travel Response Centre (TRC) for the booking of non-emergency patient transport to health appointments as well as the council's Link2 demand responsive transport service and Access Bus. The TRC handles over 80,000 calls on an annual basis. Referrals from social workers and other care staff for client travel to day care are also processed.
20. The Health Booking Service is delivered on behalf of the NHS Clinical Commissioning Groups in Durham. Following an eligibility assessment, patients are booked on to North East Ambulance Patient Transport Services. Patients and visitors who are ineligible for NHS patient transport are advised of alternative services providing access to hospitals or how to make their journey by public transport.

Public Transport Information

21. Durham County Council has continued to process, validate and submit public transport data for the national and regional data sets on behalf of Tyne and Wear, Northumberland, Durham and the Tees Valley local authorities. This data is required for national and regional journey planning, NextBus, electronic displays at bus stops as well as being used by third party applications.
22. The Council continues act as the regional contact for National data issues and represent the region at national working groups. This includes Traveline as well as taking an active role in the DfT Open Data Initiative.
23. Durham County Council has continued to provide a comprehensive range of passenger information on local bus services operating within the County. This includes maintaining printed timetable displays at over 2,800 bus stops, providing 130 electronic information displays at bus stations and on-street stops, printed county public transport map, printed timetable leaflets and a web based interactive bus map. The interactive bus map shows bus routes and individual timetables for all registered services in downloadable format.
24. Interactive display kiosks installed at Durham Railway Station and Durham Bus Station have improved the provision of local and wider travel information. Additional display kiosks will be installed at key interchanges across the county as funding is made available.

Real Time Passenger Information

25. Durham County Council has continued to provide the data management role for the North East Real Time Passenger Information (RTPI) project in partnership with Nexus, Northumberland County Council and Tees Valley Unlimited. This involves processing, validating and submitting public transport data.

DfT Access Fund 2017-2020

26. Durham has continued to be part of the successful Living Streets bid to the Department for Transport Access Fund. This project, entitled 'Walk To', was awarded £7.5m for the period 2017-2020 and is being delivered by Living Streets in partnership with 10 local

authorities. The project supports economic, health and environmental development in targeted areas through active travel to schools and workplaces. This externally funded project has continued the Council's successful work with Living Streets since 2012.

Wheels to Work County Durham

27. The successful County Durham Wheels to Work (W2W) scheme has continued to develop and expand. This scheme, established in 2016, provides people who are experiencing difficulties in accessing employment or training with the loan of a scooter until a longer-term transport solution can be found. The scheme is managed by Wheels to Work County Durham Charitable Incorporated Organisation (CIO). To date, the scheme has helped 98 people access to work or training using a fleet of 35 scooters available for hire. The scheme is currently being funded by external grant funding, Durham County Council Local Transport Plan and Area Action Partnerships (AAP).
28. Additional funding has recently been secured from the AAP Welfare Assistance Scheme to make the scheme available to residents across the whole of the County from 1 April 2019. Additional funding opportunities will continue to be explored.

New Horden Rail Station

29. In July 2017, Durham County Council was awarded £4.4 million in funding from the Department for Transport New Stations Fund as contribution towards a new rail station at Horden. The remainder of the scheme's £10.55 million cost being provided Durham County Council and the North East Combined Authority.
30. In January 2019 the rail station received planning approval.
31. The design is progressing through Network Rail's GRIP process and is due to be completed and operational by 2020. The scheme will see the creation of two 100 metre platforms connected by an accessible footbridge, shelters, seating, lighting, help points, CCTV, a car park and bus stops. A new access road, footpath and cycleway will also be created.

Cabinet

3 April 2019

**Children and Adults Autism Update
'Think Autism in County Durham'**

Ordinary Decision



Report of Corporate Management Team

Margaret Whellans, Corporate Director of Children and Young People's Services

Jane Robinson, Corporate Director of Adult and Health Services

Councillor Olwyn Gunn, Cabinet Portfolio for Children and Young People's Services

Councillor Lucy Hovvels, Cabinet Portfolio Holder for Adult and Health Services

Electoral division(s) affected:

Countywide

Purpose of the Report

- 1 The purpose of this report is to present an update on the development of an all-age approach to autism in County Durham, which encompasses:
 - (a) the delivery of a revised 14+ Autism Strategy Implementation Action Plan;
 - (b) the strategic review for children and young people with complex social communication needs including autism and proposed Integrated Autism and Social Communication Strategy for County Durham.

Executive Summary

- 2 This report provides an update on the joint strategic approach to autism in County Durham across the age range involving Health, Social Care, Education and other partners.
- 3 The report and strategy has been presented for approval at the various Durham County Council Adults, Children, Young People and Health management teams, as well as to relevant Clinical Commissioning Groups and Tees, Esk and Wear Valley (TEWV) NHS Foundation Trust senior managers.
- 4 The report reflects the work undertaken by multi-agency planning groups, including engagement with stakeholders such as people with autism, parents, families, carers and providers.
- 5 The Autism Act 2009 required the Government to produce a strategy to make sure adults with autism get the help they need. Originally entitled *Fulfilling and Rewarding Lives*, the strategy was published in March 2010 along with statutory guidance for local councils and health bodies. An updated strategy called *Think Autism* was published in April 2014. A formal review of the strategy is expected in 2019.
- 6 An Action Plan to implement the autism strategy in County Durham was first developed in 2014. A multi-agency Autism Strategy Implementation Group (ASIG), led by the Council's Commissioning service, oversees the development of the action plan, monitors its progress and coordinates the completion of the self-assessments.
- 7 The revised action plan, *Think Autism in County Durham*, is a working document, which is monitored and updated as required through the work of the ASIG. The action plan includes a section on Transitions and efforts have been made to include the needs of people with autism of all ages and align the Think Autism 14+ Strategy Action Plan with a proposed strategy action plan for children and young people with autism and social communication needs.
- 8 Following the Health and Wellbeing Board meeting in September 2018 it was agreed that there should be a combined 'Think Autism in County Durham' all-age strategy and action plan for 2018-20. This has been developed with both the ASIG and Children and Young People's Autism Steering groups (See Appendix 2).
- 9 The report and strategy was approved by the Health and Wellbeing Board on 30 January 2019.

Recommendation(s)

- 10 Members of Cabinet are recommended to:
- (a) note the contents of this report and the all-age autism strategy and next steps;
 - (b) note that the detailed all age action plan has been developed and is available on request;
 - (c) note that information regarding the World Autism Day programme of events was shared with Health and Wellbeing Board members.

Background

- 11 Autism is a spectrum condition that affects the way a person communicates and relates to others and makes sense of the world around them. People with autism may experience hypersensitivity or lack of sensitivity to sound, touch, taste, smell, lights or colours.
- 12 Approximately 1% of the population have autism and it affects individuals differently. Data from Public Health suggests that within the population of County Durham there is an approximate 1.1% prevalence rate of people on the autism spectrum.
- 13 Life with autism can be confusing, frightening and isolating. Autism is not a learning disability or a mental health problem and many people with an autism spectrum disorder can be high functioning. However, mental health issues can be more common among people with autism and one in three adults with a learning disability are also thought to have autism.
- 14 This report provides an update on the joint strategic approach to autism in County Durham across the age range involving Health, Social Care, Education and other partners.
- 15 The report and strategy have been approved at the various Durham County Council Adults, Children, Young People and Health management teams, as well as to relevant Clinical Commissioning Groups and TEWV NHS Foundation Trust senior managers.
- 16 The report reflects the work undertaken by multi-agency planning groups including engagement with stakeholders such as people with autism, parents, families, carers and providers.

Previous Reports

- 17 On 20 March 2018, the Health and Wellbeing Board received a progress report on the statutory self-assessment feedback published in 2017 by Public Health England as well as the Autism Strategy Implementation action plan for County Durham, which then related to people age 14 years and over.
- 18 In May 2018, the Health and Wellbeing Board received a report on the process for transitions from Children and Adolescent Mental Health Services (CAMHS) to Adult Mental Health Services (AMHS) within Tees, Esk and Wear Valley (TEWV) NHS Foundation Trust. The report made reference to some children and young people with autism needing access to specialist mental health interventions.
- 19 For children and young people there is a Special Educational Needs and/or Disabilities (SEND) Strategy for County Durham (2015-2018).

There is not a requirement for a separate Autism Strategy for children and young people, however, the need to complete a strategic review of children and young people with complex social communication needs (including autism) featured as part of the SEND Action Plan for County Durham. The strategic review and resultant action plan was presented to the Integrated Steering Group for Children in September 2018. Some revisions were suggested and amendments to the children and young people's elements of the plan were made.

Update on Progress

The National Adults Autism Strategy and the 14+ Autism Strategy Implementation Action Plan for County Durham

- 20 The Autism Act 2009 required the Government to produce a strategy to make sure adults with autism get the help they need. Originally entitled *Fulfilling and Rewarding Lives*, the strategy was published in March 2010 along with statutory guidance for local councils and health bodies. An updated strategy called *Think Autism* was published in April 2014. A formal review of the strategy is expected in 2019.
- 21 Statutory guidance was updated in March 2015 and a new governance structure was published in March 2018 to oversee the two overarching national autism strategy objectives:
- (a) Reducing the gap in life expectancy for people with autism.
 - (b) People with autism are able to play a full role in society.
- 22 Progress on the national strategy will be measured within five domains incorporating nineteen overarching strategic objectives. The domains are:
- (a) Measuring, understanding and reporting the needs of autistic people
 - (b) Workforce development
 - (c) Health, care and wellbeing
 - (d) Specific support
 - (e) Participation in local community
- 23 Local authorities and NHS bodies are required to carry out a statutory self-assessment against priorities set out in the national autism strategy. There have been four self-assessments to date since 2011. The results are analysed and published by the Public Health England's Learning Disabilities intelligence Team.

- 24 An Action Plan to implement the national autism strategy in County Durham was first developed in 2014. A multi-agency Autism Strategy Implementation Group (ASIG), led by the Council's Commissioning service, oversees the development of the action plan, monitors its progress and coordinates the completion of the self-assessments.
- 25 County Durham's 2016/17 self-assessment feedback was reported to the Health and Wellbeing Board in March 2018. It demonstrated areas of progress (e.g. reasonable adjustments within general Council services; carer support; advocacy; training; access to information and support; and interfaces with employment, housing and the criminal justice system) and areas requiring improvement (e.g. data collection; diagnostic pathways and waiting times; crisis support and post diagnosis support/reasonable adjustments for people who have autism without a learning disability).
- 26 The action plan has been revised as part of the strategy development, following the latest statutory guidance and feedback from stakeholders, in response to the last self-assessment in 2016/17 and in preparation for the 2018 self-assessment, which was completed and submitted on 17th December 2018. This takes into account the Care Act and Children and Families Act obligations.
- 27 The revised action plan, *Think Autism in County Durham*, is a working document, which is monitored and updated as required through the work of the ASIG. The action plan includes a section on Transitions and efforts have been made to include the needs of people with autism of all ages and align the Think Autism 14+ Strategy Action Plan with a proposed strategy action plan for children and young people with autism and social communication needs.

Strategic review for children and young people with complex social communication needs, including autism and proposed Integrated Autism and Social Communication Strategy for County Durham

- 28 Until recently, the needs of children with autism have been dealt with separately to the adult autism strategy and are included in the Special Educational Needs and/or Disabilities (SEND) Strategy for County Durham (2015-2018).
- 29 Meeting the needs of children and young people with complex social communication needs is a high priority for the local area and this group was specifically referenced in the Local Area SEND Inspection 2017.
- 30 On available information, it is estimated that approximately 1,200 children and young people under 19 in County Durham have social communication needs and who might meet diagnostic criteria for autism. This does not include additional children and young people

who do not fully meet the criteria for diagnosis but who may present with some autism traits and additional needs requiring support.

- 31 In August 2017 Durham County Council and partners completed a strategic review for children and young people (0-25 years) with complex social communication needs, including those with autism.
- 32 In December 2017, the findings and recommendations of the strategic review were reported to the Children and Young People Services Management Team and then the Healthy Child Programme Board in January 2018, where the following proposals were agreed:
- (a) Develop an 'Integrated Autism and Social Communication Strategy and action plan for County Durham' based on the recommendations of the strategic review.
 - (b) Explore joint commissioning options relating to the action plan that will facilitate detailed planning relating to the risks and recommendations.
 - (c) Establish a 2 year time limited post, jointly funding through Health and the Local authority to identify priorities with key stakeholders and promote and develop this agenda.
 - (d) Adopt and promote 'Autism Aware' status across the Local Area, embedding the recommendation of this review, and link with the Adults autism strategy implementation with a view to working towards a joint planning approach.
- 33 Since the Healthy Child Programme Board meeting the Children and Young People Service Autism Steering group developed an integrated strategy and commissioning options plan outlining risks and recommendations. This was presented to Education SLT in June 2018 and the Integrated Steering Group for Children in September 2018.
- 34 This has now been combined with the 14+ Strategy Action Plan.

Developing a Combined Approach

- 35 Following the Health and Wellbeing Board meeting in September 2018, it was agreed that there should be a combined 'Think Autism in County Durham' Action Plan and an overarching all-age strategy for 2018-20. This has been developed with both the ASIG and Children and Young People Autism Steering groups (See Appendix 2).
- 36 The report and strategy was approved by the Health and Wellbeing Board on 30 January 2019.

Next Steps

- 37 The key leads for the Think Autism 14+ Autism Strategy and the Children's Integrated Autism and Social Communication Strategy will continue to establish an all-age collaborative approach to autism for County Durham with Clinical Commissioning Groups, TEWV and other key partners.
- 38 The elements of the Integrated Autism and Social Communication action plan that relate to children and young people, and also 14+ to adults will be filtered to support planning and progress monitoring within the two stakeholder steering groups.
- 39 Both action plans will be updated as further engagement work is undertaken with stakeholder groups and following feedback from the autism self-assessment, which was completed in December 2018.
- 40 The 'Think Autism in County Durham' strategy is to be promoted with service and stakeholders in time for World Autism Day 2019; this will be linked with the Think Autism Strategy implementation action plan.

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Janet Crawford	Tel: 03000 263333
Paul McAdam	Tel: 03000 268407

Appendix 1: Implications

Legal Implications

N/A

Finance

There may be a financial implication in terms of resource on further exploration of the actions

Consultation

All work is in co-production with multi-agency partners, people with autism and their families.

Equality and Diversity / Public Sector Equality Duty

Actions contained within the action plan to ensure compliance in relation to people with autism and their families/carers.

Human Rights

None highlighted

Crime and Disorder

None highlighted at this stage; needs in relation to criminal justice will be incorporate into the action plan.

Staffing

There may be a staffing implication in exploration of commissioning intentions from proposed action plan and capacity issues to fully implement the autism strategy in addition to other competing priorities.

Accommodation

None highlighted at this stage; housing and accommodation needs will be incorporated into the action plan.

Risk

There are a number of risks highlighted within the proposed action plan outlined as associated with gaps in provision and actions.

Procurement

Potential procurement on exploration of action plan and future commissioning intentions.

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‘Think Autism’ in County Durham

Autism Strategy for Children, Young People and Adults

2018/19 - 2020/21

Purpose

This is our local strategy for children, young people and adults on the autism spectrum in County Durham, with the aim of providing focus and clarity on the priorities for improving services and opportunities for these people. In line with national initiatives we have called our strategy: **'Think Autism in County Durham'**

The document considers what life is currently like for people on the autism spectrum in County Durham, based on feedback from people and analysis of their needs. It sets out where we want to be in three years and what actions we will undertake to achieve this. For the public it provides a summary of the importance of services and support for people on the autism spectrum and what they can expect from local services.

This strategy has been prepared jointly by all public services and voluntary and community services including the Council and local health services, who work together to improve outcomes for people on the autism spectrum.

For those responsible for delivering services, any future work programmes should contribute to achieving the aims set out in this strategy. It can therefore be used as an aid in deciding what to do and of equal importance, what not to do. Members, officers and partners will find this document of practical use in evaluating whether to participate in new national initiatives and funding bids and help select the work programmes that we need to do. The strategy is therefore a living document that is designed to be used regularly.

Introduction

Autism is a spectrum condition that affects the way a person communicates and relates to others and makes sense of the world around them. Research shows that there is no single way of describing autism or autism spectrum disorder (ASD) that is universally accepted. Some people prefer the term people on the autism spectrum or people with autism. The term used in this document is 'people on the autism spectrum' as it acknowledges that each person on the autism spectrum is unique.

People on the autism spectrum may experience hypersensitivity or lack of sensitivity to sound, touch, taste, smell, lights or colours. The person may experience differences with social communication, social interaction and thinking. Approximately 1% of the population have autism and it effects individuals differently. Data from Public Health confirms that within the population of County Durham there is an approximate 1.1% prevalence rate of residents on the autism spectrum.

Life with autism can be confusing and frightening and some people feel isolated. Autism is **not** a learning disability, nor a mental health problem, and many people on the autism spectrum can function well in many aspects of their life. However, mental health problems can be more common among people on the autism spectrum and one in three adults with a learning disability are also thought to have autism.

The adult strategy arose from the Autism Act 2009, which required the Government to produce a strategy for adults and young people from age 14 on the autism spectrum and guidance for local councils and health bodies to help implement the strategy. The Adult Autism Strategy – entitled [Fulfilling and rewarding lives](#) was published in March 2010. An updated strategy -

[Think Autism](#) – was published in April 2014. Its aim is to make sure that adults on the autism spectrum get the help they need.

The needs of children on the autism spectrum are met through more general legislative frameworks including the Children and Families Act (2014). There is no statutory requirement for a separate Autism Strategy for children and young people; however the need to complete a Strategic Review of Autism featured as part of SEND Action Plan for County Durham.

Consequently, a life span integrated Autism and Social Communication Strategy for County Durham has been developed.

This Autism Strategy first arose out of the adults' autism strategy which included a section on transitions, recognising the need to plan well for young people making the transition to adulthood/adult services. This strategy has now been revised to incorporate planning for both children and adults on the autism spectrum, albeit recognising that there may be separate workstreams and planning mechanisms for children and adults. This strategy pulls together all of the priorities and actions across the full age range, attempting to take a life-course approach to autism and helping to improve the lives of people on the autism spectrum whatever their age.

National Policy

There is a great deal of national legislative and policy impacting on services for people on the autism spectrum. Key policy areas are:

- The **Care Act 2014** covers the needs of people eligible for social care needs and also the duties of preventative approaches such as early support; advance planning; helping people to maintain independence and wellbeing and avoid a crisis. The Care Act also requires statutory agencies to work together in partnership with individuals and families within assessment and care planning processes, including help with accommodation and employment/meaningful activity, supporting families and accessing necessary health and social care services.
- The **Children and Families Act 2014** addresses the needs of children and young people up to the age of 25, including those with Special Educational Needs or Disabilities (SEND). Reforms include a single coordinated birth to 25 Educational, Health and Care (EHC) Plan for these children and young people whilst in education; improving cooperation and collaboration between all the services that support individual and families, particularly local authorities, education providers and health services; and the introduction of the 'Local Offer' including centralised information, advice and guidance.
- The National Autistic Society (NAS) has produced **Autism Strategy Good Practice Guides (2016)** for local authorities and NHS bodies on the following topics
 - Ensuring preventative support
 - Diagnosis and the care pathway
 - Planning and leadership
 - Training
 - Transition
 - Employment

- People with complex needs or whose behaviour may challenge
- Criminal justice
- **Future in Mind: Promoting, Protecting and Improving our Children and Young People's Mental Health and Wellbeing 2015.**
- **Equality Act 2010**
- All Party Parliamentary Group on Autism (APPGA) **Transition to Adulthood 2009** recommends
 - Effective and timely planning
 - Realistic yet stretching expectations
 - Effective joint working across services
 - Understanding of autism amongst professionals
 - Accessible information for young people and their families
 - Appropriate funding
- APPGA **The Right Start 2012** recommends
 - Every school has a lead teacher for autism
 - All children and young people with autism and special educational needs (SEN) have an action plan (including those without Statements or the proposed Education, Health and Care Plans)
 - There is meaningful support for all young people with autism and SEN up to 25 years, including those not in further education.
- The **Autism Act 2009** and associated 'Think Autism' strategy imposes statutory duties on Local Areas for those with autism over 14 years of age. However, the principles of the strategy are relevant to all children and young people with autism or related presentation. These are
 - Having the right support at the right time during a lifetime
 - To be accepted within the local community
 - People and organisations in the community to have opportunities to raise their awareness and acceptance of autism
 - The child/young person's views and aspirations are taken into account when decisions are made
 - To be able to connect with other people, including local autism peer groups, family groups and low level support
 - That everyday services know how to make reasonable adjustments
 - To be safe in the community and free from the risk of discrimination,
 - Autism to be included in local strategic needs assessment
 - Families are able to get help and support when they need it
 - To be supported through big life changes such as transition from school
 - The criminal justice system to think about autism and to know how to work well with other services
 - For those with autism to have the same opportunities as everyone else and to be as independent as possible
- Department for Education (DfE) **Preparing for Adulthood Programme** recommends that:
 - Preparing for adulthood starts from the earliest years
 - Services that have a statutory responsibility should focus on how they can support people to progress towards Preparing for Adulthood (PfA) outcomes

- Mainstream agencies should be more inclusive and engaged
- Young people and their families should be involved in strategic planning and service design and would support commissioners in design and development of future services
- The Local Offer should provide children, young people and their families with up to date and clear information on what is available locally through the Local Offer. The Local Offer will also have a feedback and review mechanism for commissioners to capture information on where the gaps are for families
- Young people and families should be involved in the ongoing development and review of the Local Offer
- The government and other leading organisations across the health and care system are committed through **Transforming Care for People with Learning Disabilities – Next Steps (2015)** to transforming care for people with learning disabilities and/or autism who have a mental illness or whose behaviour challenges services.

Our Vision

Our vision is that in County Durham children, young people and adults on the autism spectrum will live fulfilling and rewarding lives within a society that accepts and understands them. They can access support if they need it, and they can depend on mainstream public services to treat them fairly as individuals, helping them make the most of their talents.

We want to help people with autism living in County Durham:

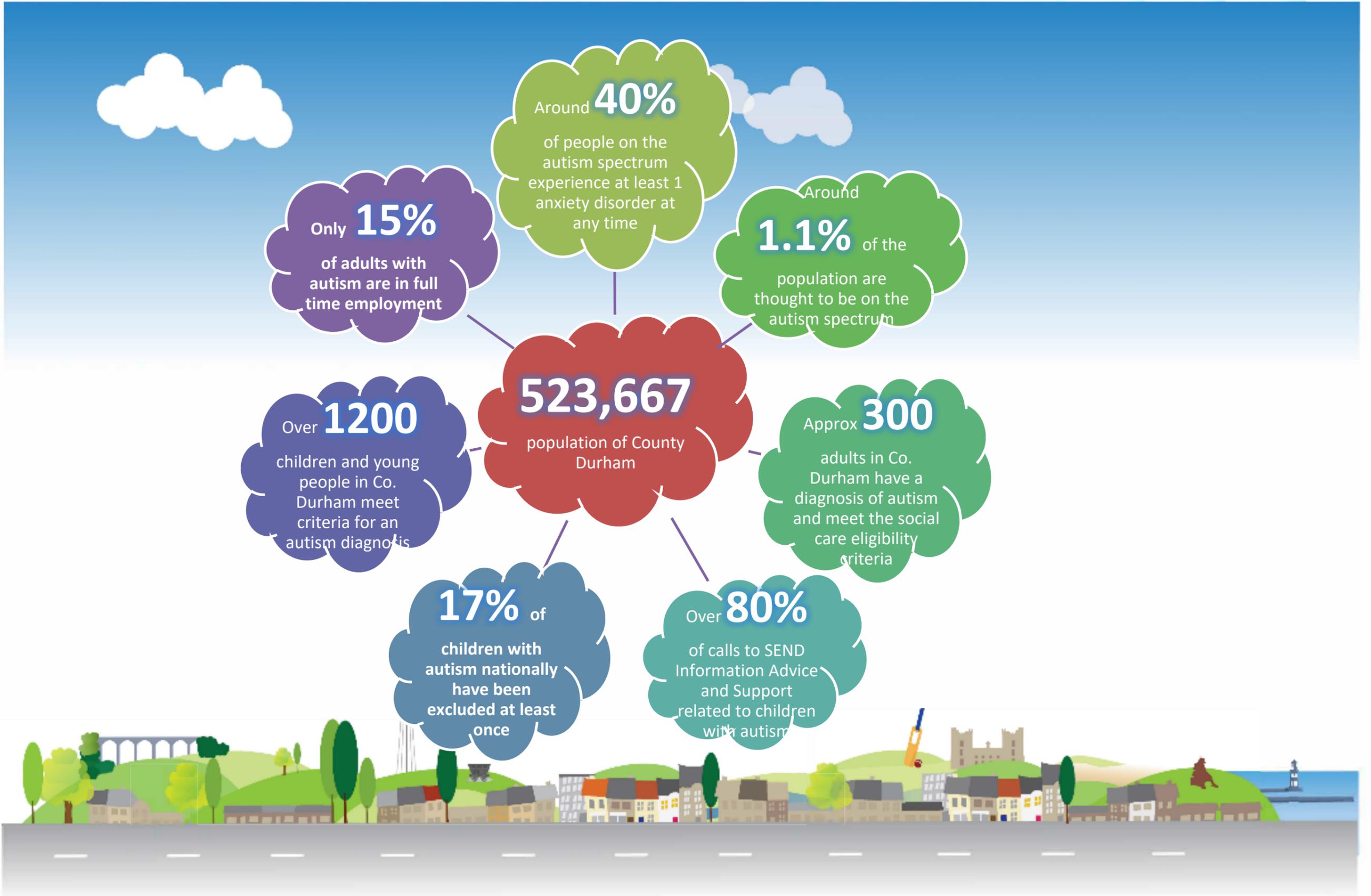
- **Be** an equal part of their local community
- **Get** the right support at the right time throughout their lifetime
- **Develop** their skills and independence and work to the best of their ability
- **Have** good mental and physical health

Aims

To achieve this vision, we have developed six aims based on the priority challenges of the 'Think Autism' and 'Preparation for Adulthood' agendas. These are:

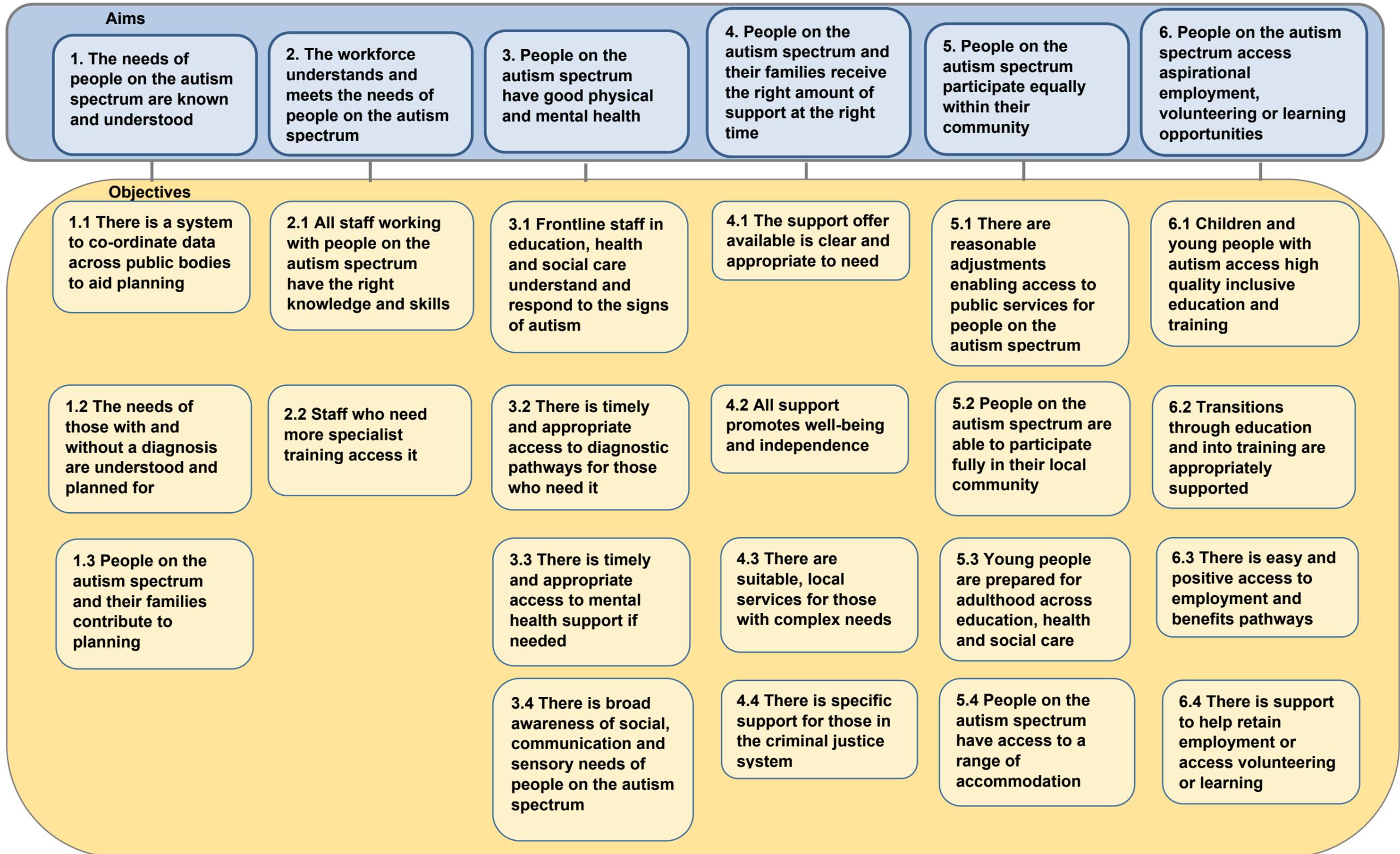
1. **The needs of people on the autism spectrum are known and understood**
2. **The workforce understands and meets the needs of people on the autism spectrum**
3. **People on the autism spectrum have good physical and mental health**
4. **People on the autism spectrum and their families receive the right amount of support at the right time**
5. **People on the autism spectrum participate equally within their community**
6. **People on the autism spectrum access aspirational employment, volunteering or learning opportunities**

Autism in County Durham



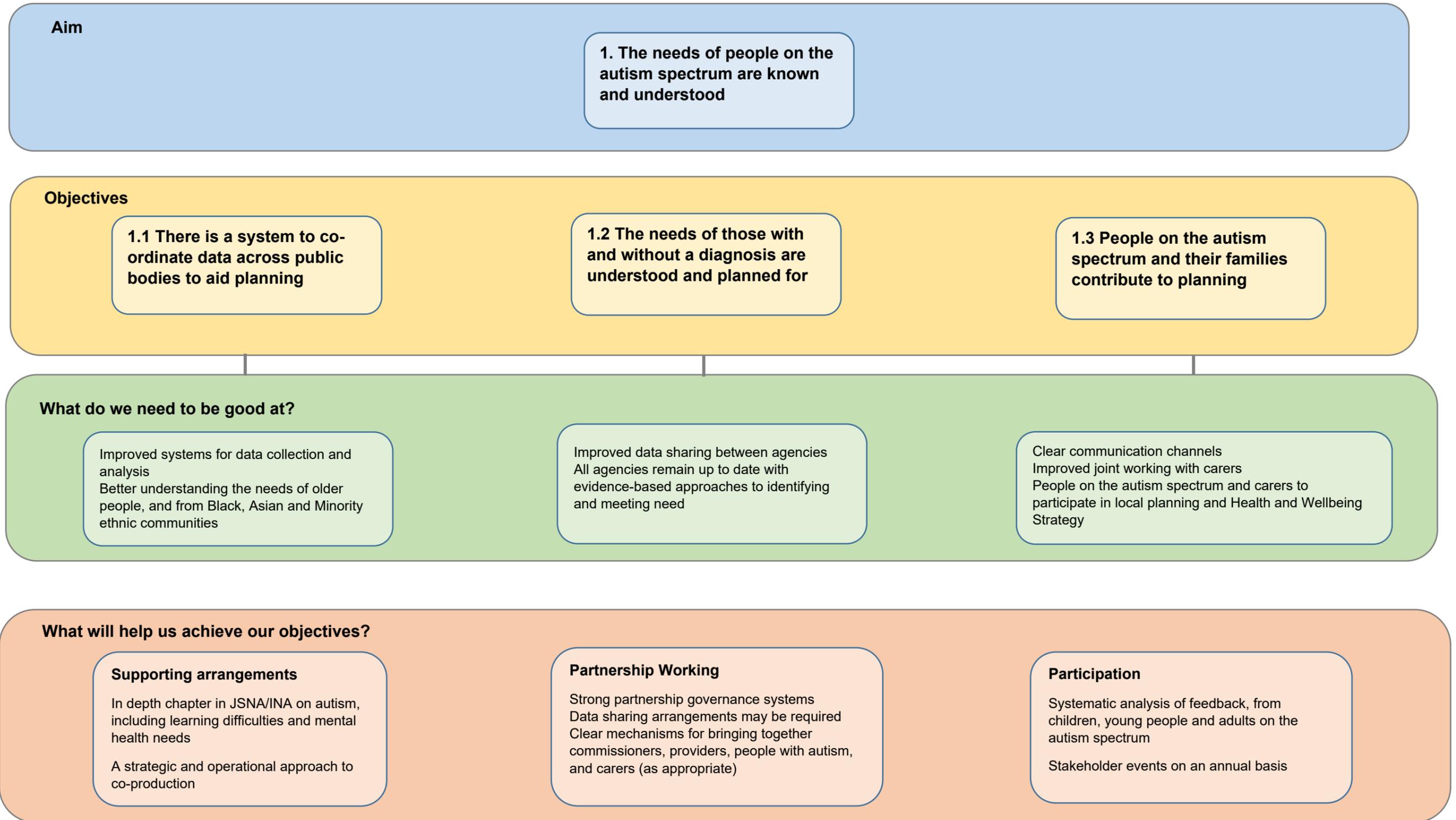
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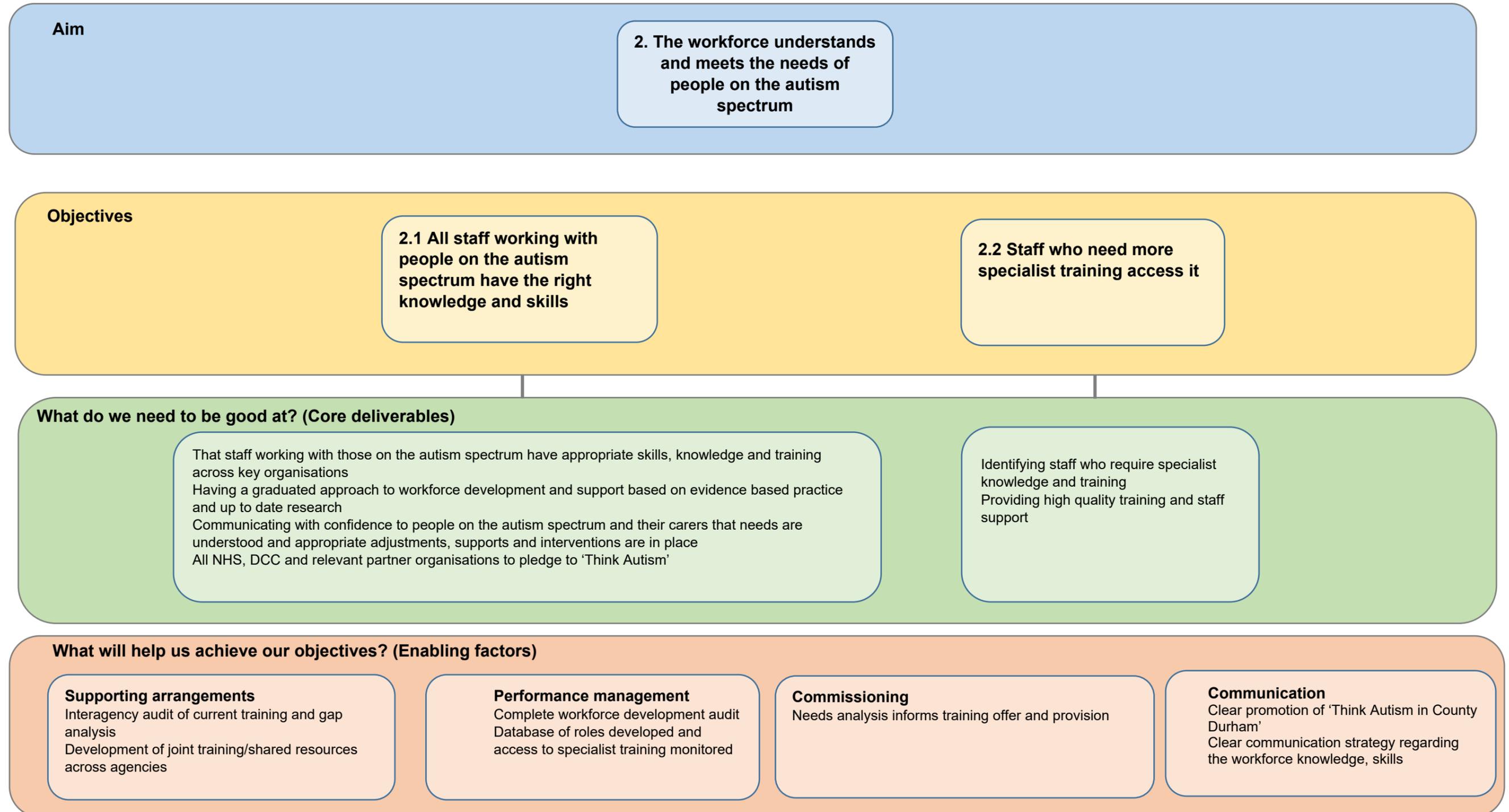
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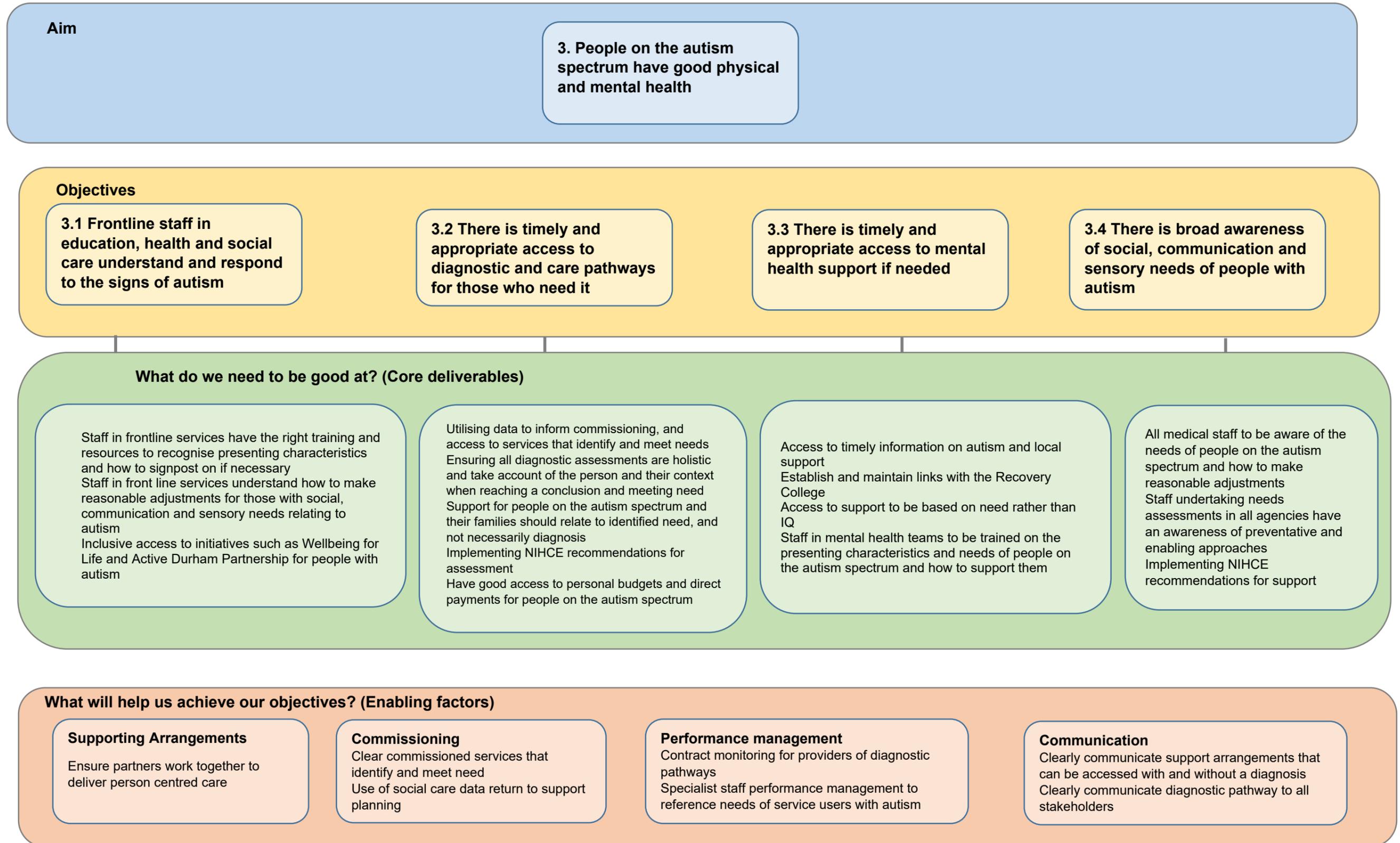
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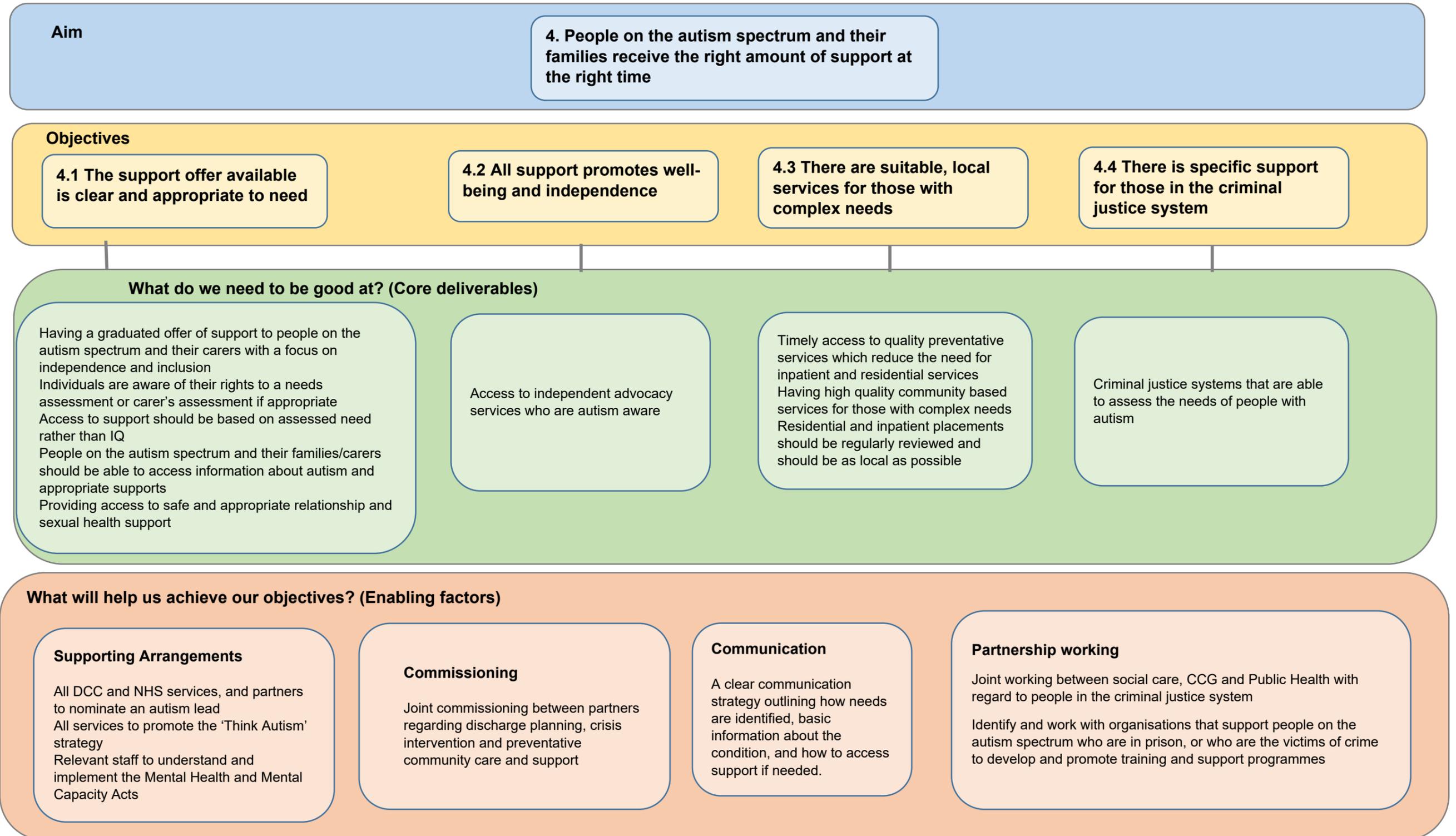
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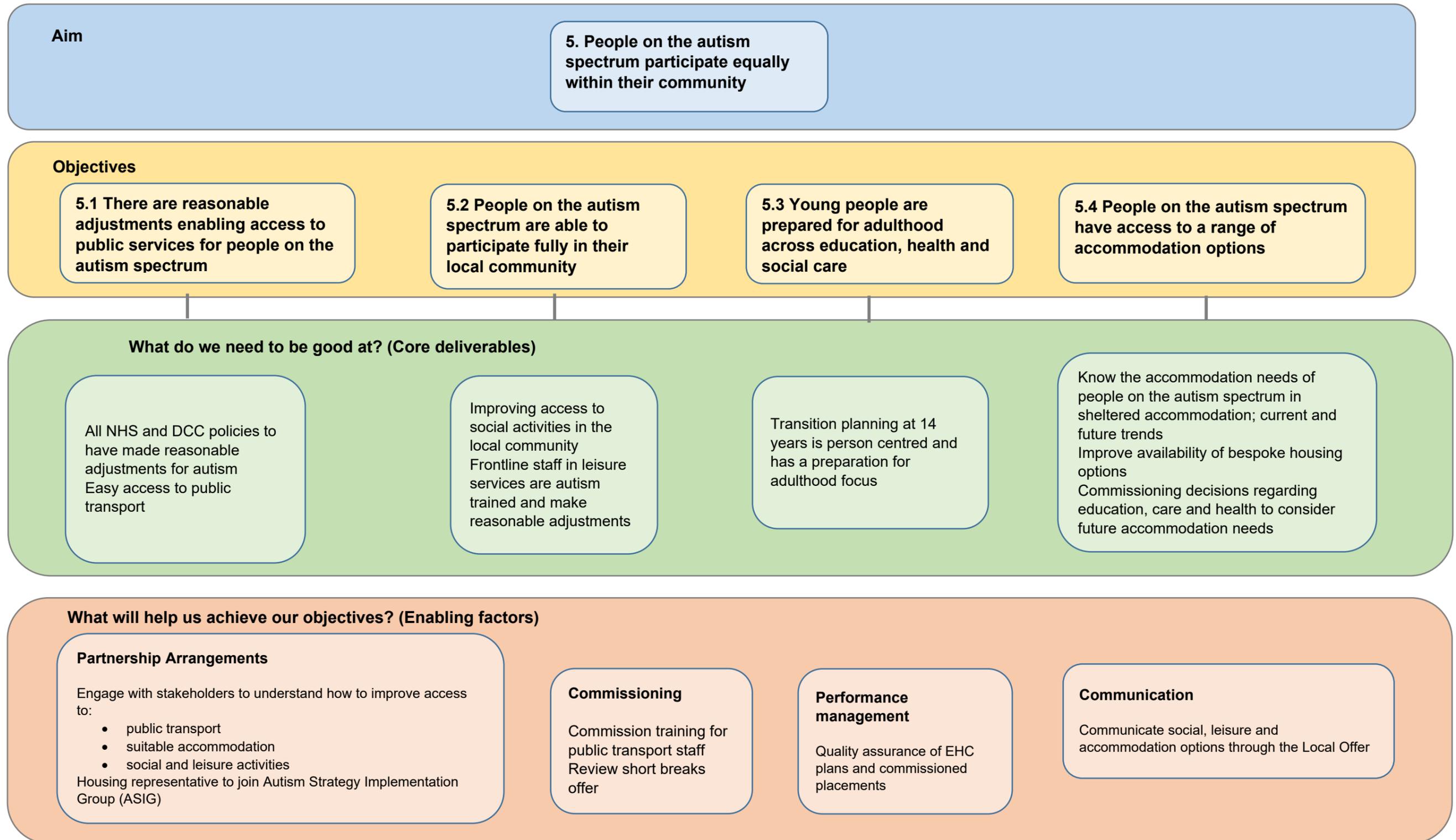
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Vision: Children, young people and adults on the autism spectrum are able to live fulfilling and rewarding lives within a society that accepts and understands them. They can access support if they need it, and they can depend on mainstream public services to treat them fairly as individuals, helping them make the most of their talents.

Aim

6. People on the autism spectrum access aspirational employment, volunteering or learning opportunities

Objectives

6.1 Children and young people with autism access high quality inclusive education and training

6.2 Transitions through education and into training are appropriately supported

6.3 There is easy and positive access to employment and benefits pathways

6.4 There is support to help retain employment or access volunteering or learning

What do we need to be good at? (Core deliverables)

Have a wide range of quality local provision from mainstream to specialist provision
 Understand needs and gaps in Local provision that lead to out of area placements
 All education providers to be autism aware and confident in making reasonable adjustments
 Parental confidence in the local offer
 Supporting and challenging all providers to be inclusive

Develop autism aware apprenticeships, internships and traineeship opportunities

Improve access to employment and training opportunities
 A clear employment support pathway
 Clear links with independent assessment leading to PIP

Increased use of supported internships
 Improved business and employment links
 Clear information to young people and adults about sources of support
 Increased use of employment passport/profile

What will help us achieve our objectives? (Enabling factors)

Partnership Working

Closer links with DWP
 Work with stakeholders to explore barriers to employment to inform planning
 Invite local employers and Jobcentre Plus to join ASIG

Performance management

Commissioning

Commission a Young person's group to inform decision making relating to employment and training

Delivery Framework

There is a delivery framework underpinning the strategic aims and objectives which includes detailed action plans and programmes for improvement. These will be developed and monitored through the Autism Strategy Implementation Group (ASIG) and Children's Autism Steering Groups.

Monitoring and Review

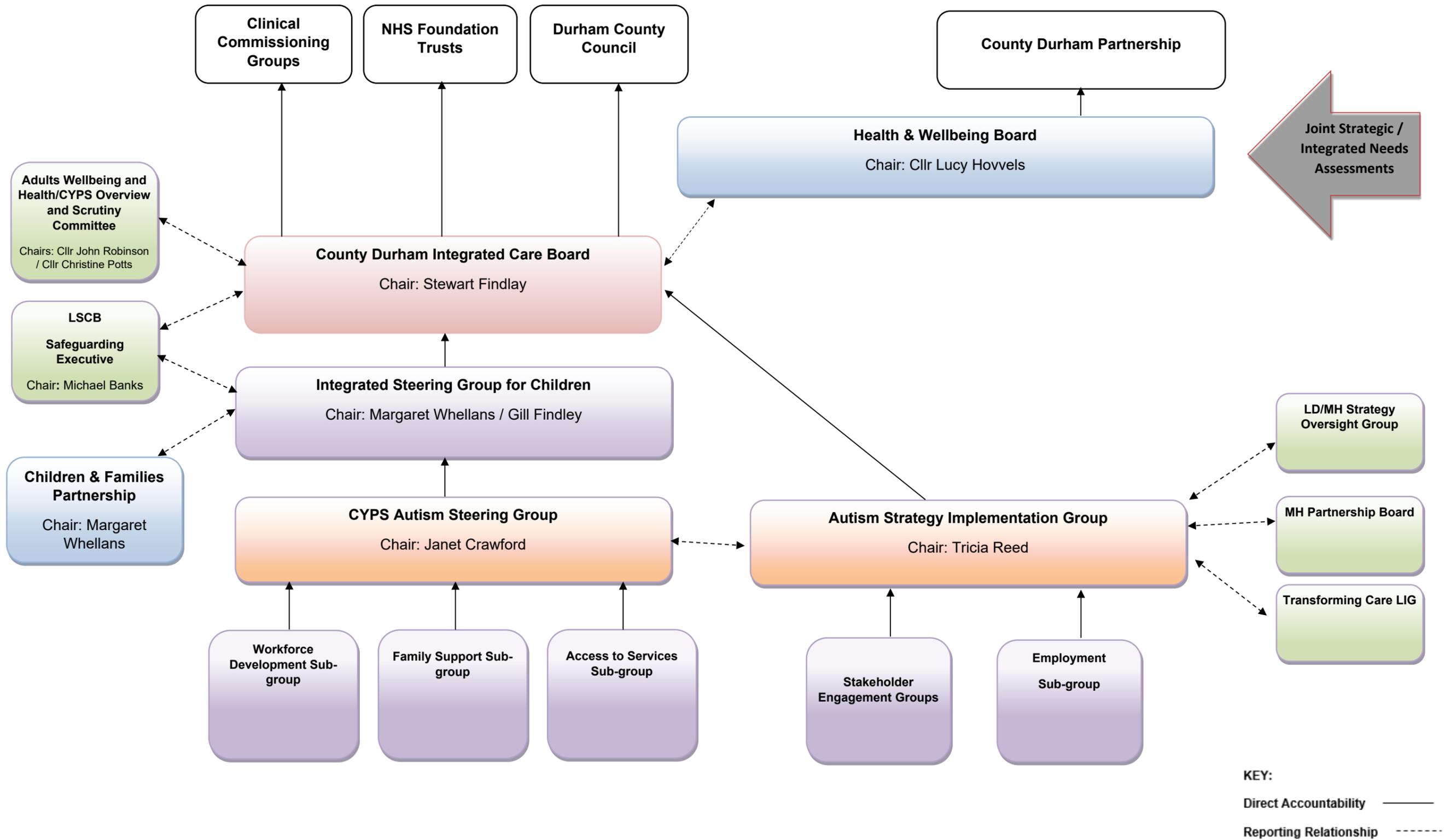
Each delivery framework will be monitored through the framework described above using a range of performance indicators and actions (each of the sub groups will have delivery plans and be responsible for the delivery of those plans).

Scrutiny of Progress

Working together to achieve the vision for children, young people and adults with autism will be through reporting to the Integrated Steering Group for Children and into the Health and Wellbeing Board (see Appendix 1)

Self-evaluation will also be undertaken in line with the statutory requirements of the 'Think Autism' framework.

Governance for All Age Autism Strategy



KEY:
 Direct Accountability ———
 Reporting Relationship - - - - -

With thanks to the following partner organisations



Cabinet

3 April 2019

New Safeguarding Children Partnership Arrangements

Ordinary Decision



Report of Corporate Management Team

Lorraine O'Donnell, Director of Transformation and Partnerships

Margaret Whellans, Corporate Director of Children and Young People Services

Councillor Olwyn Gunn, Cabinet Portfolio Holder for Children and Young People's Services

Electoral division(s) affected:

Countywide

Purpose of the Report

- 1 To provide an update on the transition from the Local Safeguarding Children Board (LSCB) to the new statutory partnership arrangement known as the Durham Safeguarding Children Partnership (DSCP) and a copy of the Plan outlining the new safeguarding arrangements (Appendix 2).

Executive summary

- 2 Throughout 2018 partner agencies of the Durham Local Safeguarding Children Board undertook a process of designing new local safeguarding arrangements that were compliant with statutory guidance.
- 3 Safeguarding partners have up to 12 months, from 29 June 2018, to agree their local arrangements, how to provide for independent scrutiny of their work, agreeing their funding plans, equitable and proportionate to meet local needs and identify which relevant agencies they consider appropriate to work with them to safeguard and promote the welfare of children in their area.

- 4 Safeguarding partners must notify the Secretary of State for Education when they publish their arrangements any time before the end of the 12 month period. Following publication of their arrangements, safeguarding partners have up to three months to implement the arrangements.
- 5 Throughout the period of transition to the new arrangements the LSCB has continued to carry out all its statutory functions.
- 6 During the transition process an Executive Group was established which consisted of representatives of the three safeguarding partners (local authorities, chief officers of police, and clinical commissioning groups). The Executive Group made the decision to complete the transition to new arrangements by the end of March 2019.

Recommendation(s)

- 7 Cabinet is recommended to:
 - (I) Note the content of this report.
 - (II) Receive the update on the transition arrangements to Durham Safeguarding Children Partnership from 1st April 2019 and the new Safeguarding Arrangements Plan (Appendix 2).

Background

- 8 Under the Children Act 2004, as amended by the Children and Social Work Act 2017, LSCBs, set up by local authorities, will be replaced.
- 9 Under the new legislation, three safeguarding partners (local authorities, chief officers of police and clinical commissioning groups) must make arrangements to work together with relevant agencies (as they consider appropriate) to safeguard and protect the welfare of children in the area.
- 10 LSCBs must continue to commission Serious Case Reviews (SCR), until the point at which safeguarding partner arrangements begin to operate in their area. Likewise, LSCBs must continue to ensure that Child Death Reviews are undertaken by the established Child Death Overview Panel (CDOP) until the point at which new Child Death Review Partner arrangements are in place.
- 11 Under the new arrangements the responsibility for how the system learns the lessons from serious child safeguarding incidents lies at a national level with the Child Safeguarding Practice Review Panel (the Panel) and at local level with the safeguarding partners.
- 12 Child death review partners (local authorities and clinical commissioning groups) must set up child death review arrangements. From 29 June 2018, the Child Safeguarding Practice Review Panel (“the Panel”) may commission and publish national reviews of serious child safeguarding cases which they consider are complex or of national importance.

Transition Process

- 13 Development sessions were convened between July and October 2018 at which LSCB partner agencies agreed a proposal for a new structure and governance arrangement in response to the Statutory Guidance Working Together 2018.
- 14 The new structure proposal included establishing an Executive Group of the three safeguarding partners to oversee the transition process and prepare for the implementation of the new arrangements following publication.
- 15 A Transition Project was initiated with a Transition Project Group coordinating five distinct work streams. LSCB partners decided that each work stream should be Chaired by a partner agency representative and aim to ensure that the new arrangements were compliant with the expectations as set out in statutory guidance. The work streams addressed the transitional requirements as follows:
 - (I) Work Stream 1: Governance, Data and Legal
Chair: Health

- (II) Work Stream 2: Serious Case Reviews
Chair: LSCB Business Manager
- (III) Work Stream 3: Child Death Overview Panel
Chair: DCC Public Health
- (IV) Work Stream 4: Performance and Quality
Chair: Police
- (V) Work Stream 5: Training and Communications
Chair: DCC Children and Young People's Service

16 Each work stream followed an agreed delivery plan of objectives and reported progress to the Project Group to ensure LSCB partners were kept informed of progress throughout the period of transition. The work stream chairs also attended the Executive group to report progress directly to safeguarding partner representatives.

Consultation

17 Throughout the transition period partners undertook both consultation with safeguarding stakeholder groups and compiled findings from previous engagement. The information was used to inform the development of the new arrangements.

18 The consultation included:

- Survey of key safeguarding concerns of parents and carers
- Survey of DCC CYPS Service Users
- Two 'Agenda Days' (focus groups of, and facilitated by, young people)
- A Focus Group session with Police Cadets
- A survey of Designated Safeguarding Leads in Secondary Schools
- Learners at New College affected by the Safeguarding Alert Process
- Review: School Parent Questionnaire
- Review: Durham Vision: Stage one consultation
- Review: Durham Pupil Survey 2017

Main implications

Safeguarding Partnership

19 Following implementation of the new arrangements the DSCP membership will consist of an extended DSCP Executive group and Relevant Agency partners (virtual members).

20 The Relevant Agencies will also be represented by four agency groups that will be expected to meet and provide assurance reports to the Executive Group on an annual basis. These agency groups will

represent the Criminal Justice Service, Education Sector, Health Service and the Voluntary and Community Sector.

- 21 Relevant agencies will not be required to attend every meeting but will nevertheless have a part to play in the business of the Durham Safeguarding Children Partnership.
- 22 The Independent Chair and The Local Authority Children and Young People's Service representative will engage with the Local Authority Portfolio Holder for Children and Young People every six months.

Independent scrutiny

- 23 The Durham Safeguarding Children Partnership will call upon different aspects of scrutiny throughout the year to review arrangements and inform the annual report. The safeguarding partners have agreed that the independent scrutiny will come from:

- Independent Chair
- Commissioned annual review
- Third party assurance and DSCP Support Team
- Internal Scrutiny Panel (to include Lay members, parents, practitioners and young people)
- External regulatory functions

and will:

- Provide assurance in judging the effectiveness of services to protect children.
- Assist if there is disagreement between the leaders responsible for protecting children in the agencies involved in the Durham Safeguarding Children Partnership.
- Support a culture and environment conducive to robust scrutiny and constructive challenge.
- The Independent Chair will work independently of the three safeguarding partners and in liaison with the DSCP Business Unit.

Safeguarding Practice Review

- 24 From 29 June 2018, local authorities are required, under a new statutory duty, to notify the Panel of incidents where they know or suspect that a child has been abused or neglected and the child has died or been seriously harmed.
- 25 LSCBs must continue to make decisions on initiating and publishing SCRs until the point at which safeguarding partner arrangements have been published and are in place.

- 26 They must also continue to ensure that the review of each death of a child normally resident in the LSCB area, is undertaken by the established child death overview panel (CDOP), until the point at which new child death review partner arrangements are in place. At the latest the new safeguarding and child death review arrangements must be in place by 29 September 2019, in Durham it is planned to be in place by 1st April 2019.
- 27 They should set out any decisions on SCRs which are outstanding at the time of handover and before safeguarding partner arrangements begin to operate in a local area, LSCBs should plan how and when to hand over all relevant data and information. LSCBs should ensure the retention of pertinent historical records and arrange to pass on copies of records they hold to the safeguarding partners. In doing so, they should comply with the Data Protection Act 2018 and the General Data Protection Regulation and provide a clear audit trail.
- 28 The Serious Case Reviews that are not complete at the point of LSCB should seek to complete and publish any incomplete serious case reviews within six months of the date of the decision to initiate the review but has a maximum of 12 months to do so. In this 12-month grace period the LSCB may not commission any further SCRs or continue with any other former activities and the latest date for completion and publication of an LSCB initiated Serious Case Review is 29 September 2020.

Child Death Review

- 29 A child death review partner in relation to a local authority area in England is defined under the Children Act 2004 as (a) the local authority, and (b) any clinical commissioning group for an area any part of which falls within the local authority area.
- 30 The two partners must make arrangements for the review of each death of a child normally resident in the area and may also, if they consider it appropriate, make arrangements for the review of a death in their area of a child not normally resident there.
- 31 They must also make arrangements for the analysis of information about deaths reviewed under this section. The purposes of a review or analysis are (a) to identify any matters relating to the death or deaths that are relevant to the welfare of children in the area or to public health and safety, and (b) to consider whether it would be appropriate for anyone to take action in relation to any matters identified. The review should also provide data to NHS Digital and then, once established, to the National Child Mortality Database.

- 32 Child death review partners for a local authority area in England must prepare and publish a report as set out in the statutory responsibilities above. They may therefore wish to ask the CDOP (or equivalent) to produce an annual report for child death review partners on local patterns and trends in child deaths, any lessons learnt and actions taken, and the effectiveness of the wider child death review process in order to assist child death review partners to prepare their report.

Conclusion

- 33 In April 2019 the Local Safeguarding Children Board will cease to exist and will be replaced with the Durham Safeguarding Children Partnership (DSCP). This DSCP will be led by three statutory safeguarding partners and they are Durham County Council, Durham Constabulary, and the Clinical Commissioning Groups which have responsibility for North Durham and Durham Dales, Easington and Sedgefield geographic areas.
- 34 The statutory guidance Working Together to Safeguard Children (2018) sets out key roles to deliver effective safeguarding arrangements. It is essential that these arrangements are strongly led and promoted at a local level, specifically by local area leaders, including local authority Chief Executives and Lead Members of Children's Services, Mayors, the Police and Crime Commissioner and through the commitment of chief officers in all organisations and agencies, in particular those representing the three safeguarding partners. These are Directors of Children's Services, Chief Constables of police and Accountable Officers and/or Chief Nurses of clinical commissioning groups.

Background Papers

- [Working Together to Safeguard Children 2018](#)

Gordon Elliott

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Appendix 1: Implications

Legal Implications

Under the Children Act 2004, as amended by the Children and Social Work Act 2017, Local Safeguarding Children Boards, set up by local authorities, will be replaced. The statutory guidance Working Together to Safeguard Children 2018 sets out key roles to deliver effective safeguarding arrangements.

Finance

Safeguarding Partners (local authority, clinical commissioning groups and police) need to agree their funding plans for the local area, ensuring they are equitable and proportionate to meet local needs.

Consultation

Throughout the transition period partners undertook consultation with safeguarding stakeholder groups and compiled findings from previous engagement.

Equality and Diversity / Public Sector Equality Duty

Equality and diversity has been considered throughout the transition process.

Human Rights

Human rights have been considered throughout the transition process.

Crime and Disorder

The new arrangements consider contextual safeguarding which is an approach to understanding, and responding to, young people's experiences of significant harm beyond their families, for example "county lines".

Staffing

The Durham Safeguarding Children Partnership is supported by a Business Unit.

Accommodation

Not applicable.

Risk

A risk register has monitored risks associated with the transition and moving to the Durham Safeguarding Children Partnership.

Procurement

Not applicable



DURHAM SAFEGUARDING CHILDREN PARTNERSHIP ARRANGEMENTS

OUR NEW ARRANGEMENTS APRIL 2019

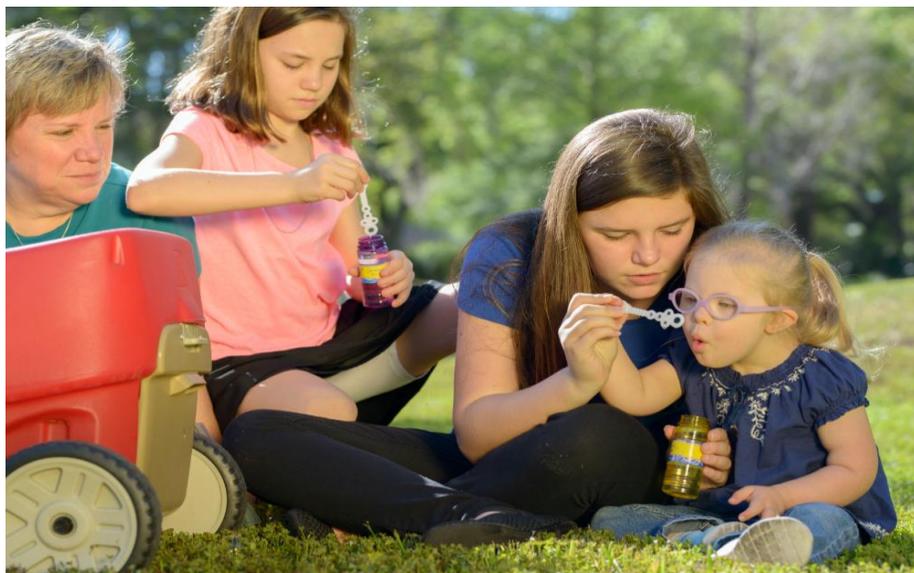
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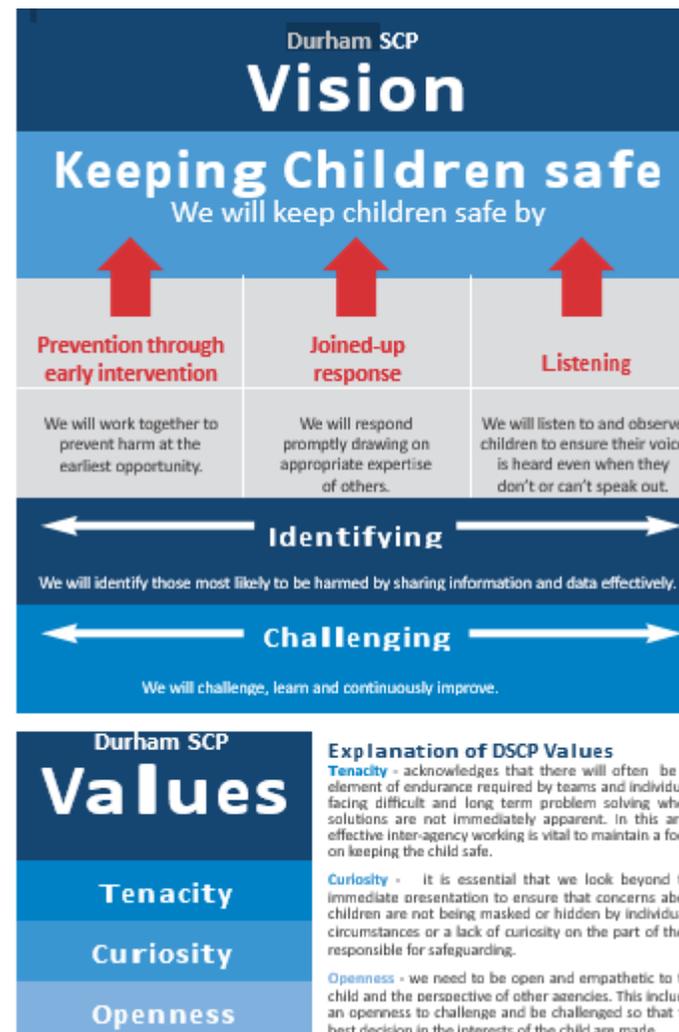
Introduction

The Durham Safeguarding Children Partnership (DSCP) is established in accordance with the Children Act 2004 (as amended by Children and Social Work Act 2017) and Chapter 3 Working Together to Safeguard Children 2018. The DSCP provides the safeguarding arrangements under which the safeguarding partners and relevant agencies work together to coordinate their safeguarding services, identify and respond to the needs of children in County Durham, commission and publish local child safeguarding practice reviews and provide scrutiny to ensure the effectiveness of the arrangements.



Vision and Values

The vision of the DSCP is to 'Keep Children Safe'.



Durham Safeguarding Children Partnership

The 3 Statutory Safeguarding Partners in Durham are:

- County Durham Clinical Commissioning Groups
 - North Durham CCG
 - Durham Dales, Easington and Sedgefield CCG
- Durham County Council (Children and Young People's Service)
- Durham Constabulary

The Safeguarding Partners share responsibility for ensuring effective local safeguarding arrangements. In situations that require a clear, single point of leadership, all three Safeguarding Partners should decide who would take the lead on issues that arise. These three Safeguarding Partners are charged with supporting and enabling local organisations and agencies to work together in a system where:

- children are safeguarded and their welfare promoted
- partner organisations and agencies collaborate, share and co-own the vision for how to achieve improved outcomes for vulnerable children
- organisations and agencies challenge appropriately and hold one another to account effectively
- there is early identification and analysis of new safeguarding issues and emerging threats
- learning is promoted and embedded in a way that local services for children and families can become more reflective and implement changes to practice
- information is shared effectively to facilitate more accurate and timely decision making for children and families

In order to work together effectively with local organisations and agencies the Safeguarding Partners will develop processes that:

- facilitate and drive action beyond usual institutional and agency constraints and boundaries
- ensure the effective protection of children is founded on practitioners developing lasting and trusting relationships with children and their families.

DSCP supports, oversees, challenges and facilitates these systems at a strategic level. In addition to monitoring safeguarding activity, the Partnership has a role in challenging single agency practice in relevant circumstances.

The business of the Durham Safeguarding Children Partnership is carried out by DSCP Safeguarding Executive Group and the relevant partner agencies.

Geographical area

County Durham stretches from the rural North Pennines Area of Outstanding Natural Beauty in the west to the Heritage Coastline in the east and is home to a range of national treasures including Durham Cathedral, a UNESCO World Heritage Site.



The DSCP arrangements apply to the area defined by the Durham County Council local authority boundary.

However, some partners to these arrangements may have responsibility for services beyond this area either due to their organisational boundaries overlapping other local authority areas or because they have responsibilities for children living in another area.

Durham has its challenges in relation to deprivation and the differing needs of its population. There are 100,540 young people of which 12,000 children under the age of 16 are living with

domestic abuse; 6,000 are receiving early help services; 3,500 are considered to be children in need; 800 are looked after; and 500 are subject to a child protection plan.

The DSCP child protection procedures include appropriate guidance for operational arrangements to address the needs of children and families who move across or live within different areas.



There are an estimated **100,540 children and young people (0-18)** living in County Durham



Child poverty in County Durham is higher than the England average, with **19.4% of children** under 18 years living in poverty



The County has **12 major centres of population** including Durham City, Chester-le-Street, Newton Aycliffe, Consett and Peterlee



Although levels of deprivation in County Durham have improved we are ranked the **75th most deprived area** out of 326 local authorities in England

Durham Safeguarding Children Partnership Membership

The DSCP membership will consist of an extended DSCP Executive group and of relevant partners (virtual members).

Extended DSCP Executive Group:

- Independent Chair
- The Local Authority Children and Young People's Service
- The Clinical Commissioning Group (CCG) - North Durham CCG and Durham Dales, Easington & Sedgefield CCG
- Durham Constabulary
- Chairs of the DSCP Sub-Groups
- Designated Doctor for Safeguarding Children
- DSCP Business Manager (for support)

The relevant agencies required to provide virtual representation or representation at subgroups, development session and agency groups are:

- County Durham & Darlington NHS Foundation Trust
- Tees, Esk & Wear Valleys NHS Foundation Trust
- Harrogate & District NHS Foundation Trust
- North Tees and Hartlepool NHS Foundation Trust
- City Hospitals Sunderland NHS Foundation Trust
- North East Ambulance Service
- Durham Voice (Voluntary Sector)
- Further Education Settings
 - Bishop Auckland College
 - New College Durham
 - East Durham College

- Derwentside College
- Children and Family Court Advisory and Support Service (Cafcass)
- Education
- Independent Schools
- Schools
- Public Health
- National Probation Service Durham
- Durham Tees Valley Community Rehabilitation Company
- County Durham Youth Offending Service
- Housing Services
- NHS England
- The Local Authority Adult & Health Services
- The Local Authority Early Help, inclusion and vulnerable children Services
- The Local Authority Legal Services
- The Prison Service
- County Durham & Darlington Fire & Rescue Service
- British Transport Police
- Faith Groups

Out of the relevant agencies, there will be 4 agency groups that will be expected to meet and provide assurance reports to the Executive Group on an annual basis.

Relevant agencies will not be required to attend every meeting but will nevertheless have a part to play in the business of the Durham Safeguarding Children Partnership.

Other agencies outside of the 4 agency groups are:

- Public Health
- Housing Services
- County Durham and Darlington Fire and Rescue Service
- Faith Groups

All of these members, along with other officers, will be invited to attend the Extended Safeguarding Executive meetings as appropriate, for example: to provide information and updates on actions, initiatives and inspection; and to provide annual assurance on safeguarding activity and exception reporting if necessary using the DSCP Agency Assurance Report template which will be included in the annual report. All members including Lay members will also be invited to attend DSCP development days to review priorities and identify partnership progress.

The Independent Chair and The Local Authority Children and Young People's Service representative will engage with the Locality Authority Portfolio Holder for Children every 6 months.



Criminal Justice Group	Health Group	Education Group	Voluntary Sector
Durham Tees Valley Community Rehabilitation Company	Tees, Esk and Wear Valleys NHS Foundation Trust	New College Durham	Durham Voice (Voluntary Sector)
National Probation Service	Harrogate and District NHS Foundation Trust	East Durham College	
County Durham Youth Offending Service	North Tees and Hartlepool NHS Foundation Trust	Derwentside College	
The Prison Service	City Hospitals Sunderland NHS Foundation Trust	Bishop Auckland College	
British Transport Police	North East Ambulance Service	Schools	
Durham Constabulary	County Durham and Darlington Foundation Trust	Education	
	NHS England	Independent Schools	
	The Clinical Commissioning Group (CCG) - North Durham CCG and Durham Dales, Easington & Sedgfield CCG		

Durham Safeguarding Children Partnership Structure



Use existing Task and Finish Groups of other partnerships or Task and Finish Groups prescribed by the Executive Group to progress additional partnership priorities to ensure we are responsive to emerging issues. These groups will report above

Key:
 Working Relationship —————
 Reporting Relationship - - - - -

Durham Safeguarding Children Partnership Reporting and Assurance Structure

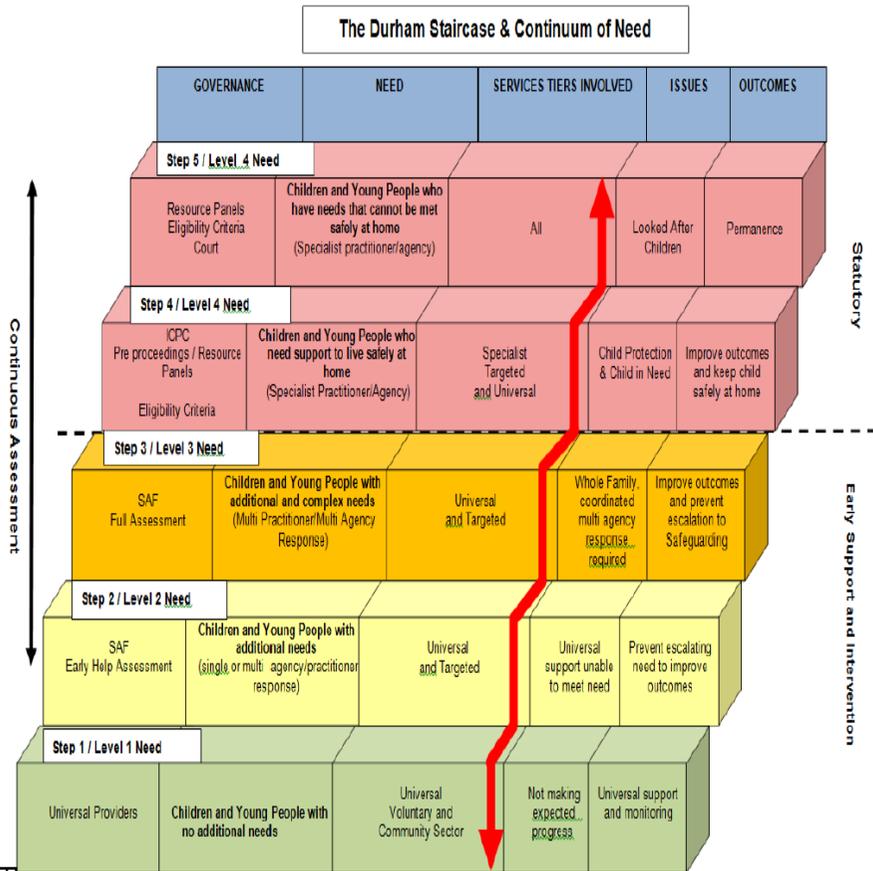


Use existing Task and Finish Groups of other partnerships or Task and Finish Groups prescribed by the Executive Group to progress additional Board priorities to ensure responsive to emerging issues. These groups will report above

Key:
Reporting Relationship - - - - -

Thresholds

The threshold document outlines Durham’s criteria for action when a family requires support. This tool is designed to be transparent, accessible and easily understood by families and professionals alike. The support that is offered to families should increase in line with the level of concern or risk, including referral to children's social care for assessment for statutory services.



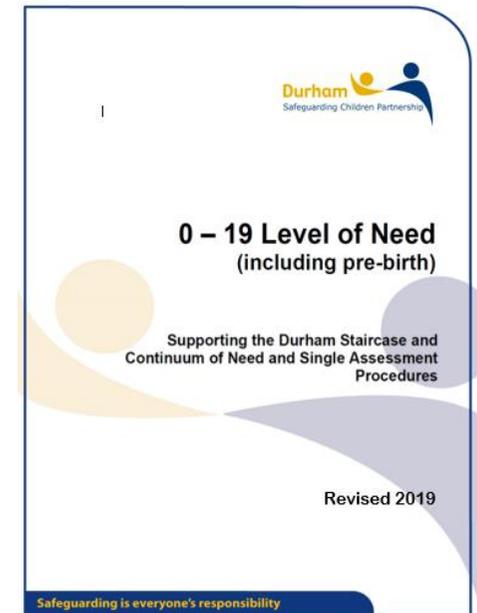
In County Durham, a staircase model has been used to illustrate levels of need since 2012. The lowest need is shown as the bottom step and the highest level of need as the top step.

Regardless of which ‘step’ children, young people and family’s needs are on, they will be supported at the earliest opportunity and continue to be supported by the relevant services as they move up and down the staircase.

The Durham staircase illustrates our integrated services pathway model and is designed to reflect the fact that the needs of children, young people and families exist along a continuum.

The staircase sets out need across 4 levels - 5 steps.

The current document [Threshold of Need](#) will stand until a review is completed in light of developments in practice, Durham’s threshold document will be reviewed and updated during 2019. It will include the strengths based approach being developed across the partnership (Signs of Safety), which seeks to build on families strengths and resilience to resolve problems and reduce risk. It will also integrate indicators about contextual safeguarding guidance in light of growing concern about exploitation and



Harm caused to young people outside of their family environment. It is anticipated that the new document will be launched towards the end of 2019.

Extended Safeguarding Executive Group

The purpose of the Extended Safeguarding Executive Group is to ensure that DSCP fulfils the requirements of Working Together to Safeguard Children 2018.

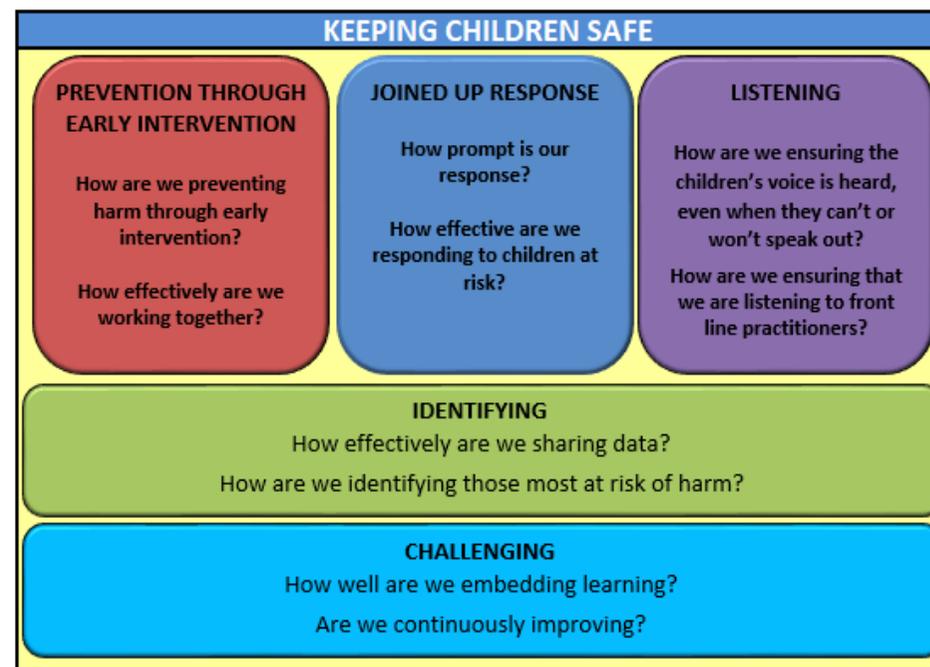
Objectives:

- Set the strategic direction for safeguarding arrangements across the partnership.
- Act as a constructive critical friend and promote reflection to drive continuous improvement.
- Provide independent oversight and scrutiny in judging the effectiveness of multi-agency arrangements to safeguard and promote the welfare of all children in a local area, including arrangements to identify and review serious child safeguarding cases.
- Be informed and assured about the quality of the safeguarding work being undertaken by all partner organisations using the system of regular Agency Assurance Reports to Board in the required format.
- Seek assurance that partnership messages and learning are disseminated.
- Drive the safeguarding children agenda forward.
- Endeavour to ensure that the risk of future harm to children is reduced.

Performance, Challenge and Impact Group

The purpose of the Performance, Challenge and Impact group is to monitor the impact and outcomes of partner activity on behalf of the Durham Safeguarding Children Partnership (DSCP), as required by Chapter 3 of Working Together to Safeguard Children 2018.

The group will consider the performance of all agencies involved in safeguarding children using the Vision of the DSCP as a basis from which to assess good practice and concerns, reporting such to the Safeguarding Executive Group, by using data and intelligence.



Objectives:

Performance

- To report the key quality and performance standards that reflect the above Vision and Values.
- Hold agencies to account for their organisational performance reporting concerns to the DSCP.
- Maintain the DSCP performance report card.

Effectiveness

- Ensure robust systems are in place to measure the effectiveness of safeguarding policy and procedures.
- Ensure gaps in understanding and performance are understood, communicated and actioned.

Impact

- Ensure that performance is assessed through the eyes of the child.
- Ensure that performance is assessed with clear line of sight to front line practice.
- Ensure that the limitations of any performance data is recognised and consideration is given to areas where it is not possible or difficult to collate data but remain important in keeping children safe.

Embedded Learning Group

The purpose of the Embedding Learning Group is to improve the quality of multi-agency safeguarding frontline practice through the implementation of a joint, co-ordinated approach which will ensure good outcomes for children which will be evidenced through multi-agency audit; peer review and inspection.

The work will respond to the recommendations and actions from inspection; audit; child safeguarding practice reviews; local learning lessons reviews; complaints; performance information; and feedback from children and families. This is to ensure multi-agency safeguarding practice is high quality; makes a difference to children; and enhances learning about what works for children and families.

Objectives

- Understand and communicate key areas for multi-agency practice improvement following inspection activity, multi-agency audits and/or lessons from local and national child safeguarding practice reviews across their own agencies;
- Understand DSCP multi-agency performance information and what this means for practice improvement as well as areas of good practice;
- Work together to identify and address aspects of frontline practice that require improvement;
- Contribute to the development and delivery of identified actions and plans which will ensure practice improvements keep children safe;

Contribute and co-ordinate to multi-agency audit processes and ensure all areas for improvement are actively addressed through individual and joint agency action;

- Monitor and challenge progress against identified improvements so that all partners are held to account;
- Develop required systems to ensure effective partnership working across all statutory and inspection requirements;
- Have clear links to workforce development and training to ensure lessons learned are effectively disseminated;
- Identify and celebrate good practice and encourage the partnership to do more of it.
- Complete the Learning & Workforce Development Strategy which sets out the partnership approach to learning and development.
- Identifying training needs, setting the Safeguarding Children Competency Framework/Training levels, and multi-agency training.

Child Death Overview Panel (CDOP)

The purpose of the County Durham & Darlington Child Death Overview Panel (CDOP) is set out in HM Government Child Death Review Statutory & Operational Guidance (England). These terms of reference for the CDOP are therefore based on that guidance.

Working Together 2018 specifies that:

When a child dies, in any circumstances, it is important for parents and families to understand what has happened and whether there are any lessons to be learned.

In County Durham and Darlington the child death review will be considered jointly for the purpose of undertaking child death reviews and learning lessons across the agencies that delivery services in both County Durham and Darlington.

The responsibility for ensuring child death reviews are carried out is held by 'child death review partners,' who are defined in County Durham and Darlington as Durham and Darlington Local Authorities, North Durham Clinical Commissioning Group, Durham Dales & Easington Clinical Commissioning Group and Darlington Clinical Commissioning Group.

Child death review partners must make arrangements to review all deaths of children normally resident in the local area and, if they consider it appropriate, for any non-resident child who has died in their area.

In order to fulfil the requirements of the child death review process, County Durham and Darlington will request information agencies who have had involvement for the purposes of enabling or assisting the review. Agencies must comply with the request, and if they do not, the child death review partners may take necessary action to seek compliance.

The purpose of a review and/or analysis is to identify any matters relating to the death, or deaths, that are relevant to the welfare of children in the area or to public health and safety, and to consider whether action should be taken in relation to any matters identified. If child death review partners find action should be taken by a person or organisation, they must inform them.

In addition, County Durham & Darlington CDOP will publish an annual report of the analysis of the Child Death Reviews undertaken and what they have done as a result.

Objectives

- To collect and collate information about each child death, seeking relevant information from professionals and, where appropriate, family members;
- To analyse the information obtained, including the report from the Child Death Review Meeting(s), in order to confirm or clarify the cause of death, to determine any contributory factors, and to identify learning arising from the child death review process that may prevent future deaths.
- To make recommendations to all relevant organisations where actions have been identified which may prevent future child deaths or promote the health, safety and wellbeing of children.
- To notify the Child Safeguarding Practice Review Panel and local Safeguarding Partners when it suspects that a child may have been abused or neglected
- To notify the Medical Examiner (once introduced) and the doctor who certified the cause of death, if it identifies any errors or deficiencies in an individual child's registered cause of death. Any correction to the child's cause of death would only be made following an application for a formal correction;
- To provide specified data to NHS Digital and then, once established, to the National Child Mortality Database;

- To produce an annual report for Child Death Review partners on local patterns and trends in child deaths, any lessons learnt and actions taken, and the effectiveness of the wider child death review process.
- Exception reports to be presented to the Safeguarding Executive group as and when required.
- To contribute to local, regional and national initiatives to consider learning from child death reviews, including, where appropriate, approved research carried out within the requirements of data protection.
- To engage with regional partners to ensure learning is shared and implemented.

Child Safeguarding Practice Reviews

Durham Safeguarding Children Partnership will identify serious child safeguarding cases which raise issues of importance in relation to the area and commission and oversee a review of those cases where they consider it appropriate to do so. The identification of serious child safeguarding cases will primarily be through the notification requirements¹ placed on Durham County Council which require certain incidents to be notified to the national Child Safeguarding Practice Review Panel. In Durham this responsibility will lie with a multiagency single point of contact (SPOC) group to determine if the criteria is met for a notifiable incident. Any organisation within statutory or official duties in relation to children (including all members of the partnership) should inform the Durham Safeguarding Children Partnership Business Unit of any incident which they think should be

¹ s16C(1) of the Children Act 2004 (as amended by the Children and Social Work Act 2017)

Page 132
Considered as a notifiable incident and should be considered for a child safeguarding practice review².

The definition of a serious child safeguarding case are those in which:

- abuse or neglect of a child is known or suspected; *and*
- the child has died or has been seriously harmed.

Serious harm includes (but is not limited to) serious and/or long-term impairment of a child's mental health or intellectual, emotional, social or behavioural development. It should also cover impairment of physical health. This is not an exhaustive list. When making decisions, judgment should be exercised in cases where impairment is likely to be long-term, even if this is not immediately certain. Even if a child recovers, including from a one-off incident, serious harm may still have occurred.

Notification of incidents

When a Safeguarding Partner knows or suspects that a child has been abused or neglected and the definition of a serious child safeguarding case applies, a referral will be made to the Durham Safeguarding Children Partnership Business Unit to hold a multiagency notification consideration meeting to determine if the criteria is met for a notifiable incident within 5 working days of becoming aware of the incident.

A meeting of single points of contact members will be arranged and a decision made as to whether the criteria for a notifiable incident is met.

² Child perpetrators may also be the subject of a review, if the definition of 'serious child safeguarding case' is met.

If the criteria is met for a notifiable incident Durham Safeguarding Children Partnership will notify the National Child Safeguarding Practice Review Panel on behalf of Durham County Council of any incident that meets the notification criteria within 5 working days of becoming aware using the approved online notification process.

Rapid Review

The Business Unit will arrange for a Rapid Review to be undertaken and completed for:

- All cases agreed to be a notifiable incident.

The aim of a Rapid Review is to enable safeguarding partners to:

- Gather the facts about the case, as far as they can be readily established at the time.
- Discuss whether there is any immediate action needed to ensure children's safety and share any learning appropriately.
- Consider the potential for identifying improvements to safeguard and promote the welfare of children.
- Decide what steps they should take next, including whether or not to undertake a child safeguarding practice review.

As soon as the Rapid Review is complete, the safeguarding Business Unit should send a copy to the National Panel. They should also share with the National Panel their decision about whether a local child safeguarding practice review is appropriate, or whether they think the

case may raise issues which are complex or of national importance such that a national review may be appropriate.

The Rapid Review will be undertaken and completed within 15 working days of notification and will be coordinated by the DSCP Business Manager. A detailed process for Rapid Reviews has been agreed across Durham. (See Appendix A)

When considering whether to commission a child safeguarding practice review the safeguarding partners will have regard to the definition of a serious child safeguarding case (see earlier) and the following criteria:

Whether the case:

- highlights or may highlight improvements needed to safeguard and promote the welfare of children, including where those improvements have been previously identified.
- highlights or may highlight recurrent themes in the safeguarding and promotion of the welfare of children.
- highlights or may highlight concerns regarding two or more organisations or agencies working together effectively to safeguard and promote the welfare of children.
- is one which the Child Safeguarding Practice Review Panel have considered and concluded a local review may be more appropriate.

Where there are differences of opinion in whether the criteria for a review have been met, a majority decision will be accepted (i.e. 2 of the 3 partners in agreement). The Safeguarding Partners may consider that a child safeguarding practice review is appropriate for cases that do not meet the definition of a 'serious child safeguarding

case' but nevertheless might reveal learning related to good practice, poor practice or near misses.

The response of the National Panel to the Rapid Review will be reported back to the Safeguarding Partners. Should the National Panel disagree with the decision made by the Safeguarding Partners the DSCP Business Manager will circulate the details of the response and convene a meeting/telephone conference of the DSCP Executive Group to consider the information provided and review the initial decision. The Safeguarding Partners, with advice from the Independent Chair, may decide to adhere to their initial decision or conclude that a Child Safeguarding Practice Review should be commissioned, in either case the justification should be clearly recorded and provided to the National Panel.

The outcome and rationale for the Safeguarding Partners' decision on whether or not to conduct a review will be communicated in writing to the child/family concerned. Where possible this should be provided in person through the practitioner currently working with the family (social worker/police officer) to allow an opportunity for any questions to be raised and responded to.

The Independent Chair will complete a 6 monthly audit of the Rapid Reviews undertaken during the previous period to provide assurance to the Extended Safeguarding Executive Group that the process is working effectively and that appropriate decisions are being made with a clear rationale.

Child Safeguarding Practice Reviews will be undertaken in line with the local procedures. The process will be managed by the Child Safeguarding Practice Review Panel. Once completed the Review

Page 34
Report will be presented to the Extended Safeguarding Executive Group for sign off.

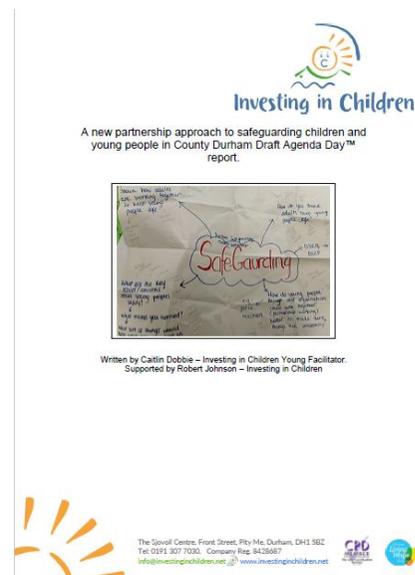
Reviews will be completed and published within six months unless there are extenuating circumstances such as an ongoing criminal or coronial proceedings. Any delay to the completion or publication of a review will be approved by the Extended Safeguarding Executive Group and the reasons notified to the National Panel and Secretary of State. In some circumstances the Extended Safeguarding Executive Group may consider it not to be appropriate to publish a review report in which case arrangements will be made to publish information about the improvements that should be made following the review. The Safeguarding Executive Group will set out for the National Panel and the Secretary of State the justification for any decision not to publish either the full report or information relating to improvements³.

Publication of Child Safeguarding Practice Reviews or information about the improvements that should be made will be via the DSCP website. The reports/information will remain on the website for a one year period and thereafter will be available on request. The NSPCC maintains a national case review repository where case reviews remain available electronically for five years.

The learning from the reviews will fed into the Embedded Learning Group to assure that learning is disseminated and embedded by practitioners.

³ Safeguarding partners should have regard to any comments that the Panel or the Secretary of State may make in respect of publication.

Voice of Children and Families



We will create a Young Commissioner Apprenticeship which will be supported by Investing in Children (a community interest company).

The Young Commissioner will engage with young people and coordinate a young people's annual report from feedback from agenda days below and the internal scrutiny panel.

Our Young Commissioner and the internal scrutiny panel will meet 6 monthly and will include young people, families, Lay Members and practitioners. The panel will review and scrutinise the previous 6 months' work of the partnership and influence the priorities and forward plan.

Investing in Children will facilitate 2 agenda days with young people annually to review the previous years' work and influence the next year.

We will continue to ask our relevant agencies and other partners how they ensure they have captured the voices of children, young people and families in their work as well as identifying other innovative ways to gather this feedback through the partnership.

We have engaged with young people in the development of this plan.

Independent scrutiny

As described in Chapter 3 of Working Together the three Safeguarding Partners are responsible for determining local arrangements including involving other relevant agencies. The Safeguarding Partners have agreed that the independent scrutiny will come from 5 areas.

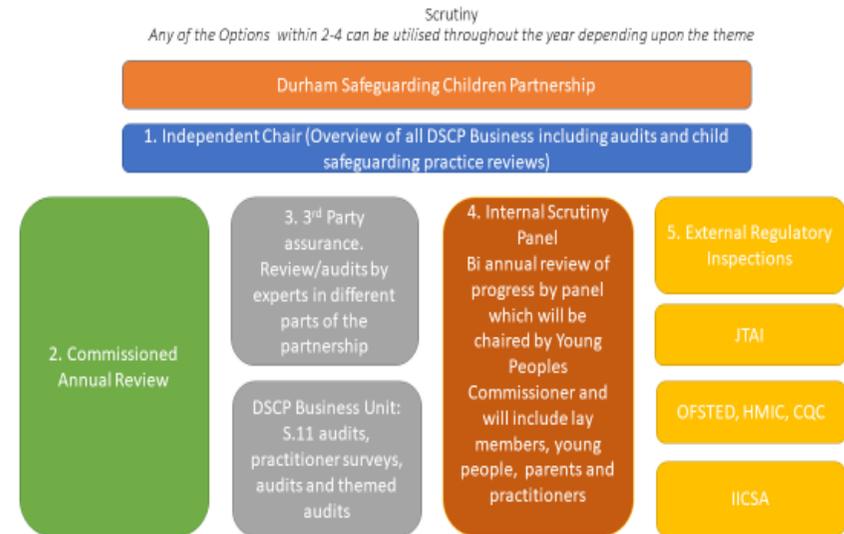
- Independent Chair
- Commissioned annual review
- 3rd party assurance and DSCP Support Team
- Internal Scrutiny Panel (to include Lay members, parents, practitioners and young people)
- External regulatory functions

The Safeguarding Partnership will call upon different aspects of scrutiny throughout the year in order to respond to findings in a timely manner review and inform the annual report.

The scrutiny functions will form part of these arrangements and will achieve the following:

- Provide assurance in judging the effectiveness of services to protect children.
- Assist if there is disagreement between the leaders responsible for protecting children in the agencies involved in the Durham Safeguarding Children Partnership.

- Support a culture and environment conducive to robust scrutiny and constructive challenge.
- The Independent Chair will work independently of the three Safeguarding Partners and in liaison with the DSCP Business Unit.



The key questions in terms of the scrutiny function:

- How effective are the multi-agency safeguarding arrangements in getting a clear line of sight on single agency and multi-agency practice?
- Do the arrangements enable space for reflection and learning from practice?
- Do the partnership arrangements have a positive impact on multi-agency working and/or front-line practice?

The role of the scrutiny functions is to:

- Assess how well organisations come together to cooperate with one another to safeguard and promote the welfare of children and to hold each other to account for effective safeguarding.
- Contribute to the content of the partnership's annual report on the effectiveness of safeguarding arrangements, their performance and the effectiveness of local services. Assess the effectiveness of the help being provided to children and families including early help.
- Assess whether the three Safeguarding Partners are fulfilling their statutory obligations.

Partnership Yearly Report & Review of Arrangements

It is the intention of the DSCP to publish a report at least once annually. Partners will ensure the report is widely available.

The DSCP Annual Report will:

- set out what has been done and outline the effectiveness of the partnership in practice.
- outline actions relating to local child safeguarding practice reviews and what the Safeguarding Partnership has done as a result.
- present evidence of the impact of the work of the Safeguarding Partners and relevant agencies on outcomes for children and families.
- include a record of actions taken by the Safeguarding Partnership during the reporting period (or planned to be taken) to implement the recommendations of any reviews.

- highlight ways in which the Safeguarding Partnership have sought and utilised feedback from children, young people and families to inform their work and influence service provision.
- include the evidence collated through independent scrutiny.
- provide evidence from the assurance reporting from the relevant agencies and the structure supporting the partnership.

Schools, Educational Establishments and Early Years Settings

The Durham Safeguarding Children Partnership will include a 'virtual membership' of relevant partners.

These members, along with other officers, will be invited to attend as appropriate, for example: to provide information and updates on actions, initiatives and inspection; and to provide assurance on safeguarding activity using the DSCP Agency Assurance Report template which will be included in the annual report.



DSCP have identified schools (including multi-academy trusts), colleges and other educational providers, in the local area to be fully engaged, involved and included in the new safeguarding arrangements. A representative, or representatives, for educational providers will also, therefore be virtual members of the Safeguarding Partnership. The reporting relationship between the Education Sector and DSCP Executive is shown in the DSCP structure chart.

Children Living Away From Home

The Durham Safeguarding Children Partnership will ensure that those responsible for looking after children in settings away from home, including residential homes for children, foster carers, mental health and custodial settings are engaged with the safeguarding arrangements through the Safeguarding Partner responsible for commissioning those services or by direct contact with those organisations.

Secure Children's Home

There is one secure children's home in County Durham. The Performance, Challenge and Impact Sub-group will receive the Annual Ofsted Report and the notes of regulatory visits and a representative from the secure children's home is a member of this Sub-Group. The Performance, Challenge and Impact group, will have an overview of the restraints that have taken place on a quarterly basis and the findings will be included in the DSCP annual report.

Funding

The funding arrangements for the Durham Safeguarding Children Partnership have been agreed for 2019/20 and will comprise of:

- Contributions by partner organisations at the same level as previously provided to the Local Safeguarding Children Board 2018/19.
- Accommodation and communications services provided by Durham County Council and hosting of the Business Unit with the ability to seek legal advice from the Council's Legal services when required.
- The contributions from Health Partners will be collated and provided by the Clinical Commissioning Group.

The existing LSCB reserve will be transferred to the new safeguarding arrangements.

A review of the funding arrangements will be undertaken during 2019 to enable the Safeguarding Partners to consider the future resourcing requirements; agree the level of funding provided by each Safeguarding Partner; and any contributions from relevant agencies. The review will consider how the reserve should be used and the appropriate level of reserve moving forward and will also take account of the statutory guidance which requires the Safeguarding Partners' funding of the arrangements to be 'equitable and proportionate'.

Safeguarding Offer

The Safeguarding Partnership has undertaken a review of the safeguarding offer to ensure that the provisions meet the requirements of Working Together 2018. This review will support the new arrangements including funding.

Audit

The DSCP Audit Framework describes the Safeguarding Partnership approach to multi-agency and inter-agency audit. An annual audit programme will be agreed and overseen by the Embedded Learning Group and the aim will be to undertake a minimum of six multi-agency audits annually. Single agency audits will also be undertaken and reported to the Embedded Learning Group on a quarterly basis.

The programme will reflect the priorities for safeguarding children in Durham and will be informed by:

- Child Safeguarding Practice Reviews.
- Performance indicators.
- The findings and themes from previous audits.
- The outcome of inspections by regulatory bodies.
- Section 11 Audits.
- Practitioner Survey.

Inter-agency training

The Embedded Learning Group is responsible for the Learning & Workforce Development Strategy which sets out the Safeguarding Partnership approach to learning and development. This includes identifying training needs, setting the Safeguarding Children Competency Framework/Training levels and multi-agency training.

The Training Strategy is designed to provide the approach to support commissioners and practitioners to embed good practice in relation to the safeguarding of children and young people in County Durham. It aims to ensure that all staff working with children and/or adults are aware of the need to safeguard and promote the safety and welfare of children and are skilled and competent in carrying out their

responsibilities when concerns arise. This includes the use of early help services.

Every partner organisation of Durham Safeguarding Children Partnership is required to produce a service specific training plan that outlines how safeguarding training will be delivered.

All DSCP training will be based on relevant legislation and statutory guidance. The standards will be monitored on behalf of the DSCP through the Embedded Learning Group.

All aspects of training will seek to achieve better outcomes for children and young people by fostering:

- a shared understanding of the tasks, processes, principles, roles and responsibilities outlined in national guidance and local arrangements for safeguarding children and promoting their welfare;
- more effective and integrated services at both a strategic and operational case level;
- improved communication and information sharing between professionals, including a common understanding of key terms, definitions and levels of need;
- effective working relationships, including an ability to work in multidisciplinary groups or teams;
- sound child-focused assessments and decision-making;
- learning from Child Safeguarding Practice Reviews (CSPRs) and child death reviews.

Working with other Strategic Partnership Boards

The DSCP will have a working and reporting relationship with a number of other Partnership Boards including the Local Safeguarding Adults Board, Safe Durham Partnership and Health & Wellbeing Board. This relationship will ensure the DSCP is cognisant of, and has the opportunities to challenge arrangements in relation to the safety and welfare of children and young people, for example:

- Domestic abuse
- Think Family
- Modern slavery
- Female Genital Mutilation (FGM)
- Prevent and Channel
- Exploitation
- Health and wellbeing of Looked After Children.

This challenge will take place through regular updates from the relevant Partnership Boards.

Evaluating our Partnership Arrangements

The Safeguarding Partners and Relevant Agencies in County Durham are committed to the ongoing development of Durham Safeguarding Children Partnership. We will ensure that services are targeted to support children and families in need in order to achieve the best possible outcomes.

Through self-assessment, continuous audit and scrutiny (external and internal):

- We will have line of sight of frontline delivery of services;
- We will have an awareness of the outcomes for children and families in County Durham;
- We hear the voice of children and young people; parents and carers and practitioners.

Signatories

Margaret Whellans

Corporate Director of Children and Young People's Services

Durham County Council

Gill Findley

Director of Nursing

Durham Dales, Easington and Sedgfield CCG

North Durham CCG

Dave Ashton

Detective Superintendent (Force Lead for Safeguarding)

Durham Constabulary

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বাংলা Bengali हिन्दी Hindi Deutsch German

Français French Türkçe Turkish Melayu Malay

Email: dscp@durham.gov.uk

Phone-number: 03000-265770

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of the Local Government Act 1972.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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