

# Children and Families Scrutiny Panel

Thursday, 25th July, 2019  
at 5.30 pm

## **PLEASE NOTE TIME OF MEETING**

Conference Room 3 - Civic Centre

This meeting is open to the public

### **Members**

Councillor Taggart (Chair)  
Councillor Mitchell  
Councillor J Baillie  
Councillor Chaloner  
Councillor Guthrie  
Councillor Laurent  
Councillor Mintoff  
Catherine Hobbs  
Rob Sanders

### **Contacts**

Democratic Support Officer  
Emily Goodwin  
Tel: 023 8083 2302  
Email: [emily.goodwin@southampton.gov.uk](mailto:emily.goodwin@southampton.gov.uk)

Scrutiny Manager  
Mark Pirnie  
Tel: 023 8083 3886  
Email: [mark.pirnie@southampton.gov.uk](mailto:mark.pirnie@southampton.gov.uk)

# **PUBLIC INFORMATION**

## **CHILDREN AND FAMILIES SCRUTINY PANEL**

**Role of this Scrutiny Panel:** To undertake the scrutiny of Children and Families Services in the City, including the Multi Agency Safeguarding Hub (MASH), Early Help, Specialist & Core Service, looked after children, education and early years and youth offending services, unless they are forward plan items. In such circumstances members of the Children and Families Scrutiny Panel will be invited to the relevant Overview and Scrutiny Management Committee meeting where they are discussed.

### **Terms Of Reference:-**

Scrutiny of Children and Families Services in the City to include:

- Monitoring the implementation and challenging the progress of the Council's action plan to address the recommendations made by Ofsted following their inspection of Children's Services in Southampton and review of Southampton Local Safeguarding Children Board (LSCB) in July 2014.
- Regular scrutiny of the performance of multi-agency arrangements for the provision of early help and services to children and their families.
- Scrutiny of early years and education including the implementation of the Vision for Learning 2014 – 2024.
- Scrutiny of the development and implementation of the Youth Justice Strategy developed by the Youth Offending Board.
- Referring issues to the Chair of the LSCB and the Corporate Parenting Committee.

### **Public Representations**

At the discretion of the Chair, members of the public may address the meeting on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

**Access** – access is available for the disabled. Please contact the Democratic Support Officer who will help to make any necessary arrangements.

**Mobile Telephones:-** Please switch your mobile telephones to silent whilst in the meeting

**Use of Social Media:-** The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting.

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Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so.

Details of the Council's Guidance on the recording of meetings is available on the Council's website.

### **Business to be Discussed**

Only those items listed on the attached agenda may be considered at this meeting.

**QUORUM** The minimum number of appointed Members required to be in attendance to hold the meeting is 3.

### **Rules of Procedure**

The meeting is governed by the Council Procedure Rules and the Overview and Scrutiny Procedure Rules as set out in Part 4 of the Constitution.

**Smoking policy** – the Council operates a no-smoking policy in all civic buildings.

**Fire Procedure** – in the event of a fire or other emergency a continuous alarm will sound and you will be advised by Council officers what action to take

The Southampton City Council Strategy (2016-2020) is a key document and sets out the four key outcomes that make up our vision.

- Southampton has strong and sustainable economic growth
- Children and young people get a good start in life
- People in Southampton live safe, healthy, independent lives
- Southampton is an attractive modern City, where people are proud to live and work

#### **Dates of Meetings: Municipal Year**

<b>2019</b>	<b>2020</b>
6 June	23 January
25 July	26 March
26 September	
28 November	

### **DISCLOSURE OF INTERESTS**

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Pecuniary Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

#### **DISCLOSABLE PECUNIARY INTERESTS**

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

(i) Any employment, office, trade, profession or vocation carried on for profit or gain.

(ii) Sponsorship:

Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

(iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.

(iv) Any beneficial interest in land which is within the area of Southampton.

(v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.

(vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.

(vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:

- a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
- b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

### **Other Interests**

A Member must regard himself or herself as having an 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

### **Principles of Decision Making**

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the "rationality" or "taking leave of your senses" principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, 'live now, pay later' and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

## AGENDA

### **1 APOLOGIES AND CHANGES IN PANEL MEMBERSHIP (IF ANY)**

To note any changes in membership of the Panel made in accordance with Council Procedure Rule 4.3.

### **2 DISCLOSURE OF PERSONAL AND PECUNIARY INTERESTS**

In accordance with the Localism Act 2011, and the Council's Code of Conduct, Members to disclose any personal or pecuniary interests in any matter included on the agenda for this meeting.

### **3 DECLARATIONS OF SCRUTINY INTEREST**

Members are invited to declare any prior participation in any decision taken by a Committee, Sub-Committee, or Panel of the Council on the agenda and being scrutinised at this meeting.

### **4 DECLARATION OF PARTY POLITICAL WHIP**

Members are invited to declare the application of any party political whip on any matter on the agenda and being scrutinised at this meeting.

### **5 STATEMENT FROM THE CHAIR**

### **6 MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

(Pages 1 - 2)

To approve and sign as a correct record the Minutes of the meetings held on 6 June 2019 and to deal with any matters arising.

### **7 CHILDREN AND FAMILIES - PERFORMANCE** (Pages 3 - 22)

Report of the Director, Legal and Governance providing an overview of performance across Children and Families Services since May 2019.

### **8 EDUCATION, HEALTH AND CARE ASSESSMENT PERFORMANCE DATA**

(Pages 23 - 26)

Report of the Cabinet Member for Aspiration, Children and Lifelong Learning outlining performance with regards to Education, Health and Care Assessments.

Wednesday, 17 July 2019

Director of Legal and Governance

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CHILDREN AND FAMILIES SCRUTINY PANEL  
MINUTES OF THE MEETING HELD ON 6 JUNE 2019

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Present: Councillors Taggart (Chair), Chaloner, Mintoff, Mitchell and Laurent

Apologies: Councillors J Baillie, Guthrie and Rob Sanders

1. **APOLOGIES AND CHANGES IN PANEL MEMBERSHIP (IF ANY)**

The apologies of Councillor J Baillie, Councillor Guthrie and also of Appointed Member Rob Sanders were noted.

It was noted that Councillor Chaloner had been appointed at the Council's Annual General Meeting on 15 May 2019 to the Children and Families Scrutiny Panel. In accordance with Overview and Scrutiny Management Procedure Rule 3.4.2, Council would be required to waive this firebreak period at their meeting on 17 July 2019.

2. **ELECTION OF VICE-CHAIR**

**RESOLVED** that Councillor Mitchell be elected as Vice-Chair for the 2019/2020 Municipal Year.

3. **MINUTES OF THE PREVIOUS MEETING (INCLUDING MATTERS ARISING)**

**RESOLVED** that the minutes of the meeting held on 28 March 2019 be approved and signed as a correct record.

4. **CHILDREN AND FAMILIES - PERFORMANCE**

The Committee considered the report of the Director, Legal and Governance providing an overview of performance across Children and Families Services since February 2019.

The Panel discussed the performance of Children and Families Services in Southampton with the Cabinet Member for Aspiration, Children and Lifelong Learning and the Children and Families Senior Management Team. When considering performance since March 2019 concerns were expressed by the Panel with regards to the increasing demand on services; timescales not being met; reliability of Early Help data; the reduction in the percentage of care leavers in contact and unsuitable accommodation since May 2018; increasing pressure on safeguarding services and rising caseloads for social workers, all of which threatened to undermine the progress made by the service.

Officers informed the Panel that there was a sharp increase in referrals in March 2019 because of the need to review a range of cases that were delayed in the system due to difficulties in gathering consent and pending clarification on elements of referral information. Managers had since made a decision to end a process step in MASH

which led to this backlog. As soon as this was identified an effort was made to ensure 'Working Together' compliance was implemented immediately, leading to a large backlog of cases being converted to referrals in a short space of time. This created a spike in referrals and demand that was now working its way through the service. Timescales had been impacted because of the increase in casework as described above. Additional staff had been recruited into the assessment part of the service to address this and managers had lodged a business case with the Council's Management Team to deliver more capacity, so as to address this in the longer term.

With regards to provision of suitable accommodation for care leavers the Panel were informed that Southampton has a range of contracted services used to support accommodation options for this cohort and they were subject to inspection and quarterly monitoring. Care leavers also attended the Housing Panel and as such were active partners in providing good quality accommodation options. Social workers were also visiting accommodation and monitoring standards on a regular basis.

The Chair welcomed the response from the Senior Management Team with regards to the performance concerns outlined and committed to prioritising the Children and Families Performance item at meetings of the Panel until further notice.

**RESOLVED** that

- 1) A detailed performance overview be produced to accompany the performance dataset for 25 July 2019 meeting of the Panel; and
- 2) The Panel be provided with information on the Young Inspectors Scheme, an initiative engaging care leavers in the assessment of accommodation.

5. **CHILDREN AND FAMILIES - IMPROVEMENT JOURNEY**

The Committee received a power point presentation from the Director of Children and Families Services on the improvement journey that Children and Families Services in Southampton was currently undergoing.

6. **MONITORING SCRUTINY RECOMMENDATIONS**

The Committee received and noted the report of the Director, Legal and Governance enabling the Panel to monitor and track progress on recommendations made at previous meetings.

# Agenda Item 7

<b>DECISION-MAKER:</b>	CHILDREN AND FAMILIES SCRUTINY PANEL		
<b>SUBJECT:</b>	CHILDREN AND FAMILIES - PERFORMANCE		
<b>DATE OF DECISION:</b>	25 JULY 2019		
<b>REPORT OF:</b>	DIRECTOR – LEGAL AND GOVERNANCE		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	Mark Pirnie	<b>Tel:</b> 023 8083 3886
	<b>E-mail:</b>	Mark.pirnie@southampton.gov.uk	
<b>Director</b>	<b>Name:</b>	Richard Ivory	<b>Tel:</b> 023 8083 2794
	<b>E-mail:</b>	Richard.ivory@southampton.gov.uk	
<b>STATEMENT OF CONFIDENTIALITY</b>			
None			
<b>BRIEF SUMMARY</b>			
Attached as Appendix 1 and Appendix 2 are the key data set for Children and Families up to the end of June 2019. At the meeting the Cabinet Member and senior managers from Children and Families will be providing the Panel with an overview of performance across the division since May 2019.			
<b>RECOMMENDATIONS:</b>			
	(i)	That the Panel consider and challenge the performance of Children and Family Services in Southampton.	
<b>REASONS FOR REPORT RECOMMENDATIONS</b>			
1.	To enable effective scrutiny of children and family services in Southampton.		
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>			
2.	None.		
<b>DETAIL (Including consultation carried out)</b>			
3.	To enable the Panel to undertake their role effectively members will be provided with appropriate performance information on a monthly basis and an explanation of the measures.		
4.	Performance information up to 30 June 2019 is attached in Appendix 1 and Appendix 2. An explanation of the significant variations in performance will be provided at the meeting.		
5.	The Cabinet Member for Aspiration, Children & Lifelong Learning and representatives from the Senior Management Team, Children and Families have been invited to attend the meeting and provide the performance overview.		
<b>RESOURCE IMPLICATIONS</b>			
<b><u>Capital/Revenue</u></b>			
6.	None.		
<b><u>Property/Other</u></b>			

7.	None.
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
8.	The duty to undertake overview and scrutiny is set out in Part 1A Section 9 of the Local Government Act 2000.
<b><u>Other Legal Implications:</u></b>	
9.	None
<b>RISK MANAGEMENT IMPLICATIONS</b>	
10.	None
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
11.	Improving the effectiveness of the political scrutiny of children's safeguarding will help contribute to the following priorities within the Council Strategy: <ul style="list-style-type: none"> <li>• Children and young people get a good start in life</li> </ul>
<b>KEY DECISION</b>	No
<b>WARDS/COMMUNITIES AFFECTED:</b>	None directly as a result of this report
<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b>Appendices</b>	
1.	Children and Families Monthly Dataset – June 2019
2.	Early Help Dataset – June 2019
3.	Glossary of terms
<b>Documents In Members' Rooms</b>	
1.	None
<b>Equality Impact Assessment</b>	
Do the implications/subject of the report require an Equality and Safety Impact Assessments (ESIA) to be carried out?	No
<b>Data Protection Impact Assessment</b>	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out?	No
<b>Other Background Documents</b>	
<b>Equality Impact Assessment and Other Background documents available for inspection at:</b>	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

Qualitative measures:			Key to direction of travel:			
Positive	Similar	Negative	Increase 10% or more	Similar	Decrease 10% or more	

Ref.	Indicator	Owner	Reporter	Outcome (what impact will monitoring these measures have on the experiences of our children)	Key to direction of travel:												% change from previous month	% change from same month prev. yr	DoT	12 month average	12-mnth max value	Percentage?	Benchmarking (Updated Mar-19, using 17-18 data)			Target 18-19	Target 19-20	Commentary (Jun-19):				
					May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19							May-19	Jun-19	Stat. Neighbour				England	SE region		
M1	Number of contacts received (includes contacts that become referrals)	Jane White	Jacqueline Schofield	There is an effective "front door" with which anyone with a concern about a child can engage and receive appropriate advice, support and action.	1554	1433	1494	1754	1441	1620	1871	1598	1715	1463	1704	1572	1747	1660	⇒	-5%	↑	16%		1637	1871	-	Local	Local	Local			The number of contacts received is high but fairly average for Southampton. It is lower than last month which showed an increase due to a backlog being dealt with. MASH continue with one working day compliance and continue to work on improvement of information.
M2	Number of new referrals of Children In Need (CIN)	Jane White	Jacqueline Schofield	Referrals for children in need of help and support are accepted appropriately by the service.	270	215	255	262	226	235	240	192	286	378	577	488	522	542	⇒	4%	↑	152%		350	577	-	383	359	468			This figure is high, particularly against our statistical neighbours. It has been agreed by the LSCB that the Continuum of Need/Threshold document can be amended so that thresholds are clearer which may make a difference once completed. We have been working closely with the improvement team which as expected would have lowered the threshold for a period. I would recommend an analysis of Southampton's statistics looking at poverty, drink/drug abuse, domestic violence, crime, employment and homelessness which has an impact on services required. The recent introduction of the Early Help Hub, which will incorporate a rapid response team to look at cases which are on the edge of social care may lead to a decrease in numbers referred as children in need. The Early Help Hub will also be monitoring Early Help cases which should provide us with a picture of the impact of the Early Help offer which are essential services in keeping families from escalating into social care.
M3	Percentage of all contacts that become new referrals of Children In Need (CIN)	Jane White	Jacqueline Schofield	Children and families receive the help they need at the right time, and from the best possible resource - in line with the established continuum of need.	17.4%	15.0%	17.1%	14.9%	15.7%	14.5%	12.8%	12.0%	16.7%	25.8%	33.9%	31.0%	29.9%	32.7%	⇒	9%	↑	118%		21.4%	33.9%	P	Local	Local	Local			The percentage is not particularly high and would be what is expected in light of the number of referrals. However, as per above we need to look at number of contacts being received as this is high.
M2-NI	Number of new referrals of Children in Need (CIN) rate per 10,000 (0-17 year olds)	Jane White	Jacqueline Schofield	Referrals for children in need of help and support are comparable with other local authorities like Southampton.	54	43	51	52	45	47	48	38	57	75	115	97	104	108	⇒	4%	↑	151%		70	115	-	693	553	548			The percentage is not particularly high and would be what is expected in light of the number of referrals. However, as per above we need to look at number of contacts being received as this is high.
M8-QL	Percentage of referrals dealt with by MASH where time from referral received / recorded to completion by MASH was 24 hours / 1 working day or less	Jane White	Jacqueline Schofield	The safety of children is supported by referrals being dealt with in a timely manner.	95.0%	89.0%	90.0%	78.0%	98.0%	76.0%	98.0%	89.0%	99.0%	89.0%	59.0%	83.0%	94.0%	93.0%	⇒	-1%	⇒	4%	▲	87.2%	99.0%	P	Local	Local	Local			MASH now continue to be one Working Day compliant. Contacts are dealt with in live time lowering the risk to children and their families. Compliance is monitored on a daily basis to ensure that we continue with the high standards we have set for ourselves and the children of Southampton.
M6-QL (val)	Number of referrals which are re-referrals within one year of a closure assessment	Jane White	Sarah Ward	The service is effective in helping children and families address their issues, and where there is a re-referral, the issues are understood.	34	25	21	34	24	13	13	5	7	24	29	40	32	32	⇒	0%	↑	28%	▼	23	40	-	Local	Local	Local			
M6-QL	Percentage of referrals which are re-referrals within one year of a closure assessment	Jane White	Sarah Ward	The service is effective in helping children and families address their issues, and where there is a re-referral, the issues are understood.	13.0%	12.0%	8.0%	13.0%	11.0%	6.0%	5.0%	3.0%	2.0%	6.0%	5.0%	8.0%	6.0%	6.0%	⇒	0%	↓	-50%	▼	6.6%	13.0%	P	23.9%	21.9%	26.2%			
M4	Number of new referrals of children aged 13+ where child sexual exploitation (CSE) was a factor	Jane White	Simon Denison	The needs and safety of children at risk of child sexual exploitation are responded to effectively.	4	1	1	2	3	4	5	6	7	8	3	1	8	9	↑	13%	↑	800%		5	9	-	Local	Local	Local			Fluctuating low numbers that have slightly increased this year may only indicate an improved identification when referrals taken at front door. This outcome needs to be reviewed alongside other MET indicators.
EH2	Number of Children In Need (CIN) at end of period (all open cases, excluding UHPs, UHAs, CPP and LAC)	Jane White	Sarah Ward	Children in need of help and support receive a consistent and effective service.	1040	1058	1022	984	1087	1099	1068	1050	998	1083	1355	1431	1543	1783	↑	16%	↑	69%		1209	1783	-	Local	Local	Local			
EH5-QL	Number of children open to the authority who have been missing at any point in the period (count of children)	Jane White	Simon Denison	The needs and safety of children who have been missing are responded to robustly.	46	41	38	45	54	38	48	51	45	54	52	63	80	100	↑	25%	↑	144%	▼	56	100	-	Local	Local	Local			All data shows a significant increasing number of children reported missing & missing episodes (& subsequent Return Interviews) June 2019 has more than doubled over previous year capacity to complete RIS or time impaired.
EH3	Number of Single Assessments (SA) completed	Jane White	Jan Storey	Children receive a comprehensive assessment of their needs; with strengths and areas of risk identified to inform evidence-based planning.	221	159	184	198	112	158	184	139	266	182	196	286	267	192	↓	-28%	↑	21%		197	286	-	183	346	448			Please see commentary below.
EH3a%	Percentage of Single Assessments (SA) completed within 10 days	Jane White	Jan Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	12.7%	13.8%	9.2%	10.1%	8.0%	7.6%	9.8%	7.9%	6.8%	7.7%	11.2%	4.2%	7.9%	14.1%	↑	79%	⇒	2%	▲	8.7%	14.1%	P	Local	Local	Local			There has been a large turn over in staff, that have left without or with little notice, which left drift on some cases. There is a solution to this issue with more agency staff coming in. Also a Project Team has been identified to begin on 29.7.19.
EH3b%	Percentage of Single Assessments (SA) completed within 11-25 days	Jane White	Jan Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	22.6%	15.7%	26.1%	15.7%	19.6%	28.5%	26.6%	26.6%	15.8%	24.2%	34.7%	29.7%	30.3%	14.1%	↓	-54%	↓	-11%	▲	24.3%	34.7%	P	Local	Local	Local			As above.(EH3a%)

Agenda Item 7  
Appendix 1

Ref.	Indicator	Owner	Reporter	Outcome (what impact will monitoring these measures have on the experiences of our children)	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	% change from previous month	% change from same month prev. yr	DoT	12 month average	12-month max value	Percentage?	Stat. Neighbour	England	SE region	Target 18-19	Target 19-20	Commentary (Jun-19):
EH3c%	Percentage of Single Assessments (SA) completed within 26-35 days	Joan White	Lia Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	8.6%	8.8%	11.4%	14.6%	7.1%	14.6%	13.0%	10.1%	11.3%	14.3%	14.3%	26.2%	9.0%	11.5%	↑ 27%	↑ 30%	▲	13.1%	26.2%	P	Local	Local	Local			Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay. There have been some delays due to the assessments sent back to ensure they are a holistic assessment and that they have all significant adults included.
EH3d%	Percentage of Single Assessments (SA) completed within 36-45 days	Joan White	Lia Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	23.1%	10.1%	7.6%	22.7%	31.3%	24.1%	16.3%	16.5%	23.3%	19.2%	29.6%	21.7%	27.0%	18.2%	↓ -32%	↑ 81%	▲	21.5%	31.3%	P	Local	Local	Local			As above (EH3c%).
EH3e%	Percentage of Single Assessments (SA) completed over 45 days	Joan White	Lia Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	33.0%	51.6%	45.7%	36.9%	33.9%	25.3%	34.2%	38.8%	42.9%	34.6%	10.2%	18.2%	25.8%	42.2%	↑ 63%	↓ -18%	▼	32.4%	45.7%	P	79.9%	82.7%	82.9%			As above (EH3c%).
EH4 (val)	Number of Single Assessments (SA) completed in 45 working days	Joan White	Lia Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	148	77	100	125	74	118	121	85	152	119	176	234	198	111	↓ -44%	↑ 44%	▲	134	234	-	273	286	372			
EH4-QL	Percentage of Single Assessments (SA) completed in 45 working days	Joan White	Lia Storey	Assessments are completed in a timely manner, to ensure that children receive the help they need without unnecessary delay.	67.0%	48.0%	54.0%	63.0%	66.0%	75.0%	66.0%	61.0%	57.0%	65.0%	90.0%	82.0%	74.0%	58.0%	↓ -22%	↑ 21%	▲	67.6%	90.0%	P	79.9%	82.7%	82.9%			
CP1	Number of Section 47 (S47) enquiries started	Joan White	Lia Storey	Where there are concerns about a child's safety, there is a robust assessment of risk.	102	83	94	71	87	115	99	66	96	106	152	101	124	156	↑ 26%	↑ 88%		106	156	-	96	97	126			"There has been a push on completing a Safety plan on all section 47s in accordance with Southampton Procedure. There is now admin support to ensure that they are uploaded onto Paris.
CP1-NI	Rate of Section 47 (S47) enquiries started per 10,000 children aged 0-17	Joan White	Lia Storey	Safeguarding investigations undertaken by the service are at a level that is comparable with other local authorities like Southampton.	20	17	19	14	17	23	20	13	19	21	30	20	25	31	↑ 24%	↑ 82%		21	31	-	188	149	147			There has been a drive to ensure that the work completed in partnership with families incorporates the Southampton standards. The improvement team has ensure that there has been close oversight on quality. There are now new managers who are completing training to ensure they understand their role in quality assurance.
CP6B	Number of children with a Child Protection Plan (CPP) at the end of the month, excluding temporary registrations	Joan White	Stuart Webb	Child Protection Plans are in place for children where it has been assessed that multi-agency intervention is required to keep them safe.	343	332	308	310	272	262	268	262	258	275	294	328	326	367	↑ 13%	↑ 11%		294	367	-	27	29	39			The number of children subject to planning has risen as the result of the improvement team activity in the MASH and then the assessment teams. The CPP cohort has increased by 109 children (42.2% since January). This puts our CP rate per 10,000 at a higher rate than our SN, regional and national neighbours. The increase is not expected to continue although it is important that we carefully assess the risk of serious harm posed to children and act accordingly if threshold is met. To ensure decision making is robust and appropriate we have targeted audit activity to review conference outcomes and decision making. We have also reviewed our weekly report to senior managers to ensure a more detailed understanding of CPP activity. Our live time tracker, for example, shows that conversion from ICPC to CPP in Southampton currently aligns with SN, regional and national averages. To support effective decision making we have implemented consultation sessions for the assessment teams with Child Protection Conference chairs. The Working with Families project activity also continues; with a focus on using Family Group Conferences, where appropriate, as an alternative to statutory intervention. We have applied to the DfE Supporting Families fund to further expand our FGC model. We are also reviewing our vulnerable adolescents offer; as we consider our partnership arrangements for young people whose behaviour and / or associations put them at risk.
CP6B-NI	Rate of children with Child Protection Plan (CPP) per 10,000 (0-17 year olds) at end of period	Joan White	Stuart Webb	The number of children who require Child Protection Plans is at a level that is comparable with other local authorities like Southampton.	69	67	61	62	54	52	53	52	51	55	58	65	65	73	↑ 12%	⇒ 9%		58	73	-	53	45	46			"The number of children subject to planning has risen as the result of the improvement team activity in the MASH and then the assessment teams. The CPP cohort has increased by 109 children (42.2% since January). This puts our CP rate per 10,000 at a higher rate than our SN, regional and national neighbours. The increase is not expected to continue although it is important that we carefully assess the risk of serious harm posed to children and act accordingly if threshold is met. To ensure decision making is robust and appropriate we have targeted audit activity to review conference outcomes and decision making. We have also reviewed our weekly report to senior managers to ensure a more detailed understanding of CPP activity. Our live time tracker, for example, shows that conversion from ICPC to CPP in Southampton currently aligns with SN, regional and national averages. To support effective decision making we have implemented consultation sessions for the assessment teams with Child Protection Conference chairs. The Working with Families project activity also continues; with a focus on using Family Group Conferences, where appropriate, as an alternative to statutory intervention. We have applied to the DfE Supporting Families fund to further expand our FGC model. We are also reviewing our vulnerable adolescents offer; as we consider our partnership arrangements for young people whose behaviour and / or associations put them at risk.
CP2	Number of children subject to Initial Child Protection Conferences (ICPCs), excluding transfer-Ins and temporary registrations	Joan White	Stuart Webb	Where it has been assessed that multi-agency intervention is required to keep a child safe, the case is progressed to Initial Child Protection Conference.	49	35	26	29	20	40	37	25	22	37	37	46	55	71	↑ 29%	↑ 103%		37	71	-	40	44	54			The number and rate of children subject to ICPC has increased due to the improvement team activity in the MASH and assessment teams. We have recently put consultation sessions in place where assessment team social workers can discuss cases with CPC chairs. We expect these sessions will help in considering whether the risk of serious harm can be safely mitigated; and therefore some cases can be dealt with as Children in Need.

Ref.	Indicator	Owner	Reporter	Outcome (what impact will monitoring these measures have on the experiences of our children)	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	% change from previous month	% change from same month prev. yr	DoT	12 month average	12-month max value	Percentage?	Stat. Neighbour	England	SE region	Target 18-19	Target 19-20	Commentary (Jun-19):
CP2-NI	Rate per 10,000 Initial Child Protection Conferences (ICPCs)	Phil Ballingham	Stuart Webb	The rate of Initial Child Protection Conferences is at a level that is comparable with other local authorities like Southampton.	10	7	5	6	5	8	7	5	5	8	8	9	12	14	↑ 22%	↑ 96%		8	14	-	77	67	63			The number and rate of children subject to ICPC has increased due to the improvement team activity in the MASH and assessment teams. We have recently put consultation sessions in place where assessment team social workers can discuss cases with CPC chairs. We expect these sessions will help in considering whether the risk of serious harm can be safely mitigated; and therefore some cases can be dealt with as Children in Need.
CP4 (val)	Number of Initial Child Protection Conferences (ICPCs) resulting in a Child Protection Plan (CPP) (based on count of children)	Phil Ballingham	Stuart Webb	Decisions made at Child Protection Conferences will result in appropriate, evidence-based plans for children that respond to, and meet their level of risk and need.	39	29	22	28	18	37	29	19	17	33	30	36	32	54	↑ 69%	↑ 86%	▲	29.58	54.00	-	35	38	38			The number / percentage of cases converting from conference to plan has increased and there is robust scrutiny of decision making through audit. We also track conversion on a weekly basis and for last week (wc 24/6) conversion was 85%; which aligns with SN, regional and national averages.
CP4	Percentage of Initial Child Protection Conferences (ICPCs) resulting in a Child Protection Plan (CPP) (based on count of children)	Phil Ballingham	Stuart Webb	Decisions made at Child Protection Conferences will result in appropriate, evidence-based plans for children that respond to, and meet their level of risk and need.	79.6%	82.9%	84.6%	96.6%	90.0%	92.5%	78.4%	76.0%	77.3%	89.2%	81.1%	78.3%	58.2%	76.1%	↑ 31%	→ -8%	▲	81.5%	96.6%	P	86.2%	86.5%	85.8%			The number / percentage of cases converting from conference to plan has increased and there is robust scrutiny of decision making through audit. We also track conversion on a weekly basis and for last week (wc 24/6) conversion was 85%; which aligns with SN, regional and national averages.
CP2b	Number of transfer-ins	Phil Ballingham	Stuart Webb	Children moving into Southampton receive a good standard of service and protection.	1	1	0	0	6	1	0	0	1	1	3	0	3	0	↓ -100%	↓ -100%		1	6	-	Local	Local	Local			There were no transfers in this month. Cases are being checked with the CPC team to ensure that transfer processes have been adhered to.
CP2b %	Percentage of transfer-ins where child became subject to a CP Plan during period	See White	Sarah Ward	Children moving into Southampton receive a good standard of service and protection.	100.0%	100.0%	-	-	33.0%	100.0%	-	-	100.0%	100.0%	100.0%	-	100.0%	-	n/a	- n/a		88.8%	100.0%	P	Local	Local	Local			There were no transfers in this month. Cases are being checked with the CPC team to ensure that transfer processes have been adhered to.
CP3-QL (val)	Number of children subject to Initial Child Protection Conferences (ICPCs) which were held within timescales (excludes transfer-ins)	Phil Ballingham	Stuart Webb	Child Protection planning is timely, ensuring that the risks to children are discussed and responded to expediently.	41	26	25	21	7	27	26	15	15	22	31	21	26	32	↑ 23%	↑ 23%	▲	22	32	-	30	34	40			The most significant factor affecting ICPC timeliness is capacity issues in the assessment team. Recruitment activity is underway, which will improve performance. However, this area is also subject to weekly management scrutiny and timeliness has been at 71% for the last two weeks. The management team will continue to receive detailed weekly reports to inform the service response.
CP3-QL	Percentage of Initial Child Protection Conferences (ICPCs) held within timescales (based on count of children)	Phil Ballingham	Stuart Webb	Child Protection planning is timely, ensuring that the risks to children are discussed and responded to expediently.	83.7%	74.3%	96.2%	72.4%	35.0%	67.5%	70.3%	60.0%	68.2%	59.5%	83.8%	45.7%	47.3%	45.1%	→ -5%	↓ -39%	▲	62.6%	96.2%	P	78.2%	76.9%	75.0%			The most significant factor affecting ICPC timeliness is capacity issues in the assessment team. Recruitment activity is underway, which will improve performance. However, this area is also subject to weekly management scrutiny and timeliness has been at 71% for the last two weeks. The management team will continue to receive detailed weekly reports to inform the service response.
CP8-QL	Percentage of children subject to a Child Protection Plan seen in the last 15 working days.	See White	Sarah Ward	The service is in regular contact with children subject to Child Protection planning to ensure that there is ongoing assessment of risk and opportunities to intervene effectively.	80.0%	77.0%	84.0%	83.0%	85.0%	79.0%	72.0%	88.0%	84.0%	85.0%	81.0%	88.0%	69.0%	65.0%	→ -6%	↓ -16%	▲	80.3%	88.0%	P	Local	Local	Local			
CP5-QL (val)	Number of new Child Protection Plans (CPP) where child had previously been subject of a CPP at any time (repeat)	Phil Ballingham	Stuart Webb	The service is effective in managing the risks experienced by children and within families and where there is re-referral the issues are understood.	11	11	4	9	2	1	6	6	0	8	5	16	2	11	↑ 450%	→ 0%	▼	6	16	-	8	8	10			This month has seen an increase in children subject to repeat planning; although the percentage remains lower than SN, National and Regional Averages. The CP advisor has reviewed the cases and updates are included in the monthly report to senior managers.
CP5-QL	Percentage of new Child Protection Plans (CPP) where child had previously been subject of a CPP at any time (repeat)	Phil Ballingham	Stuart Webb	The service is effective in managing the risks experienced by children and within families and where there is re-referral the issues are understood.	26.8%	36.7%	18.2%	32.1%	10.5%	2.6%	20.7%	31.6%	0.0%	23.5%	13.9%	41.0%	5.7%	19.3%	↑ 238%	↓ -47%	▼	18.3%	41.0%	P	21.9%	20.2%	22.6%			This month has seen an increase in children subject to repeat planning; although the percentage remains lower than SN, National and Regional Averages. The CP advisor has reviewed the cases and updates are included in the monthly report to senior managers.
CP9	Number of children subject to Review Child Protection Conferences (RCPCs) in the month	Phil Ballingham	Stuart Webb	Where children are subject to Child Protection planning, their cases are reviewed regularly to identify progress and any barriers.	67	79	87	60	98	85	74	63	74	56	47	75	88	77	↓ -13%	→ -3%		74	98	-	Local	Local	Local			The number of RCPCs has reduced. However, the additional chair is now in place and working at full capacity The PACT audit findings will be published later in the month and these will provide insights into factors affecting case progression. The PACT service and CPC team will be tasked with working to an improvement plan in response to the findings.
CP7	Number of ceasing Child Protection Plans (CPP), excluding temporary registrations	See White	Stuart Webb	Where it is assessed that risks to a child have reduced there is a review of risk and the case is stepped down effectively.	22	41	53	29	57	52	26	27	23	21	23	16	40	20	↓ -50%	↓ -51%	▲	32	57	-	36	36	42			The number of review conferences has reduced. However, the additional chair is now in place and working at full capacity The PACT audit findings will be published later in the month and these will provide insights into factors affecting case progression. The PACT service and CPC team will be tasked with working to an improvement plan in response to the findings.
LAC1	Number of Looked after Children at end of period	See White	Becci Schofield	Where it is assessed that there is no safe alternative, the local authority will take children into its care for their welfare and protection.	524	534	526	514	499	490	485	475	472	481	475	490	502	500	→ 0%	→ -6%	▼	492	526	-	41	41	44	495	420	
LAC1-NI	Looked after Children rate per 10,000	See White	Mary Hardy	The level of children in care is at a level that is comparable with other local authorities like Southampton.	105	107	105	102	99	97	96	94	94	96	94	97	100	99	→ -1%	→ -7%	▼	98	105	-	81	64	51			This indicator remains quite steady at a rate that is higher than our statistical neighbours but notwithstanding that is confirmed by an enhanced level of management oversight to be right for our child population locally - in short we are satisfied that the "right" children are in our care.
LAC2	Number of new Looked after Children (episodes)	See White	Mary Hardy	Where children meet the threshold and there are no alternatives, they will be safe and have their welfare needs addressed through accommodation by the local authority.	18	21	7	4	11	8	11	7	13	17	19	20	24	13	↓ -46%	↓ -38%	▼	13	24	-	18	18	19			As above (LAC1-NI)
LAC3	Number of ceasing Looked after Children (episodes)	See White	Mary Hardy	Children will leave care in a planned way with clear networks of support around them.	18	17	16	15	27	16	17	17	15	11	24	11	16	14	↓ -13%	↓ -18%	▲	17	27	-	16	16	19			The numbers leaving care remain quite steady and are on a par with statistical neighbours. There are robust step down arrangements in place to support these children and young people.

Ref.	Indicator	Owner	Reporter	Outcome (what impact will monitoring these measures have on the experiences of our children)	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	% change from previous month	% change from same month prev. yr	DoT	12 month average	12-month max value	Percentage?	Stat. Neighbour	England	SE region	Target 18-19	Target 19-20	Commentary (Jun-19):
LAC6 (val)	Number of adoptions (E11, E12)	Jane White	Martin Smith	Children who are being adopted will receive timely and effective support.	5	1	5	3	4	6	5	3	2	2	10	3	4	1	↓ -75%	⇒ 0%		4	10	-	2	2	2			The number of adoption orders granted this month follows the projected trend and is not of concern. There are eight children placed for adoption waiting for court hearing to consider the adoption order application.
LAC6 (%)	Percentage of adoptions (E11, E12)	Jane White	Martin Smith	Children who are being adopted will receive timely and effective support.	27.8%	5.9%	31.3%	20.0%	14.8%	37.5%	29.4%	17.6%	13.3%	18.2%	41.7%	27.3%	25.0%	7.1%	↓ -71%	↑ 21%		23.6%	41.7%	P	17.1%	13.0%	12.0%			As above (LAC6 (val)).
LAC12 (val)	Number of Special Guardianship Orders (SGOs) (E43, E44)	Jane White	Martin Smith	Children subject to Special Guardianship Orders will receive timely and effective support.	7	0	3	2	5	2	4	6	7	4	2	0	0	3	- n/a	- n/a		3	7	-	-	-	-			Following no orders being granted last month, we see the three projected SGO application being granted this month.
LAC12 (%)	Percentage of Special Guardianship Orders (SGOs) (E43, E44)	Jane White	Martin Smith	Children subject to Special Guardianship Orders will receive timely and effective support.	38.9%	0.0%	18.8%	13.3%	18.5%	12.5%	23.5%	35.3%	46.7%	36.4%	8.3%	0.0%	0.0%	21.4%	- n/a	- n/a	▲	19.6%	46.7%	P	10.1%	12.0%	10.0%			Special Guardianship Order remains a permanence option for a large proportion of our children in care. SCC remains above the SN average.
LAC7-QL	Percentage of Looked after Children visited within timescales	Jane White	Mary Hardy	The service is in regular contact with Looked after Children to ensure that there is ongoing assessment of risk and opportunities to intervene effectively.	82.0%	84.0%	79.0%	83.0%	79.0%	79.0%	76.0%	80.0%	75.0%	80.0%	82.0%	77.0%	74.0%	76.0%	⇒ 3%	↓ -10%	▲	78.3%	83.0%	P	Local	Local	Local			Slight increase in visiting performance in comparison to last month's, generally between 75 and 80 % in timescales. Majority of young people are placed outside of the city, many at a distance because of the availability of placements which creates capacity issues, and some visits will have been undertaken but with delay in writing them up so true performance likely to be higher than this. Request made to data team to improve our data in this area by altering daily Frontline report to differentiate between those who need 6 and those who need 12 weekly visits because that is currently not possible. SW continue to use Mind of my Own to communicate with young people over and above their visits and SSWs also visit young people in their placements, all of which contributes to ensuring young people are seen regularly and are safe.
LAC10 (%)	Percentage of Looked after Children with an authorised CLA plan	Jane White	Mary Hardy	Children have good quality care plans, to which they have contributed, and which meet their needs.	97.1%	94.0%	93.7%	94.9%	96.0%	96.5%	96.1%	97.3%	97.0%	96.0%	95.4%	94.9%	93.4%	92.8%	⇒ -1%	⇒ -1%	▲	95.3%	97.3%	P	Local	Local	Local			A slight decline in this indicator since previous month which may be linked to the capacity issues mentioned above as our LAC numbers are increasing currently. This is a target area for LAC teams to be working on at present so I would expect to see an improvement in this area in the coming weeks.
LAC10-QL	Number of Looked after Children with an authorised CLA Plan	Jane White	Mary Hardy	Children have good quality care plans, to which they have contributed, and which meet their needs.	509	502	493	488	479	473	466	462	458	462	453	465	469	464	⇒ -1%	⇒ -8%	▲	469	493	-	Local	Local	Local			As above (LAC10 (%))
LAC13	Number of current Unaccompanied Asylum Seeking Children (UASC) looked after at end of period	Jane White	Mary Hardy	Unaccompanied Asylum Seeking Children are identified and supported by the local authority.	13	13	15	12	13	12	12	13	12	13	14	15	16	16	⇒ 0%	↑ 23%		14	16	-	2	2	4			Number of UASC has remained the same since last month, there has been little variation in numbers over the past year, they continue to be well supported.
LAC14	Number of new unaccompanied Asylum Seeking Children (UASC)	Jane White	Mary Hardy	Unaccompanied Asylum Seeking Children are identified and supported by the local authority.	0	0	1	0	1	0	0	1	0	0	1	1	2	0	↓ -100%	- n/a		1	2	-	Local	Local	Local			As above (LAC13).
LAC11-QL	Number of Looked after Children aged 16+ or open Care Leavers with an authorised Pathway Plan	Jane White	Mary Hardy	Care Leavers have a good quality Pathway Plans, to which they have contributed, and which meets their needs.	161	159	164	164	169	172	172	173	171	175	175	173	174	167	⇒ -4%	⇒ 5%	▲	171	175	-	Local	Local	Local			Care leaver numbers continue to rise and I would expect that to be reflected in rising numbers of completed Pathway plans at the same time, but these statistics suggest otherwise. We receive regular updates of the data around completion of plans so we will need to interrogate that data in order to be able to comment with certainty why there has been a slight dip in performance this month.
LAC11-QL (%)	Percentage of Looked after Children aged 16+ or open Care Leavers with an authorised Pathway Plan	Jane White	Mary Hardy	Care Leavers have a good quality Pathway Plans, to which they have contributed, and which meets their needs.	99.0%	98.0%	97.0%	98.0%	99.0%	99.0%	98.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	99.0%	⇒ 0%	⇒ 1%	▲	98.7%	99.0%	P	Local	Local	Local			See above (LAC11-QL).
NI147	Percentage of Care Leavers in contact and in suitable accommodation	Jane White	Mary Hardy	Care Leavers are in accommodation that is safe and secure.	92.1%	91.3%	88.1%	91.0%	86.7%	89.5%	90.7%	88.4%	86.8%	86.4%	87.7%	86.2%	85.9%	84.3%	⇒ -2%	⇒ -8%	▲	87.7%	91.0%	P	-	-	-	93.0%	94.0%	Weekly housing panel continues to oversee all placements made with our contracted housing providers. Young people need to have been seen by a PA to know if their accommodation is suitable or not so the reduction may be as a result of a slight decline in contact performance in June. We continue to strive to see all our care leavers and to work with providers to have robust oversight of the accommodations young people are placed in.
LAC9 (val)	Number of Looked after Children (LAC) placed with IFAs at end of period	Jane White	Martin Smith	Our Looked after Children will benefit from high quality fostering provision, with our own carers wherever possible.	133	131	132	138	133	135	136	138	137	143	147	144	144	146	⇒ 1%	↑ 11%	▼	139	147	-	Local	Local	Local	TBC	TBC	The use of IFA remains stable, but the total number continues to be high - reflecting the need to identify placements for children who present with complex profiles. The profile of in-house carers remains restrictive in terms of the cohort of children that would be deemed a suitable match. Recruitment and retention of in house foster carers is a priority area for 2019/20.
LAC9	Percentage of IFA placements (of all looked after children)	Jane White	Martin Smith	Our Looked after Children will benefit from high quality fostering provision, with our own carers wherever possible.	25.4%	24.5%	25.1%	26.8%	26.7%	27.6%	28.0%	29.1%	29.0%	29.7%	30.9%	29.4%	28.7%	29.2%	⇒ 2%	↑ 19%	▼	28.4%	30.9%	P	Local	Local	Local			As above (LAC9 (val)).
LAC16	Number of in-house foster carers at the end of period	Jane White	Martin Smith	Our Looked after Children will benefit from high quality fostering provision, with our own carers wherever possible.	170	168	170	171	173	168	167	168	171	172	172	tbc	tbc	167	- n/a	⇒ -1%			170	173	-	-	-	190	200	The number of in house foster carers has seen a slight decline. Recruitment and retention of in house foster carers is a priority area for 2019/20. A recent recruitment campaign achieved very limited results with only 12 enquires prompting a need review of the current recruitment strategy, which will need to include a move away from traditional marketing approaches. A business case has been proposed to enhance the reward and support offered to in house carers to make fostering a more attractive option for those looking to give up work.

Qualitative measures:			Key to direction of travel:					
Positive	Similar	Negative	Increase 10% or more	↑	Similar	→	Decrease 10% or more	↓

Benchmarking		
(Updated Mar-19, using 17-18 data)		

Ref.	Indicator	Owner	Reporter	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	% change from previous month	% change from same month prev. yr	DoT	12 month average	12-mnth max value	Percentage?	Benchmarking			Target 17-18	Target 18-19	Target 19-20	Commentary (Jun-19):	
				Stat. Neighbour	England	SE region																									
EH1a	Number of Early Help Assessment (EHA) / Universal Help Assessments (UHA) started in the month	Jane White	Sean Holthouse	37	19	42	18	17	20	9	21	14	81	270	60	57	144	↑	153%	↑	658%	63	270	-	Local	Local	Local				
EH1c	Number of Early Help Assessment (EHA) / Universal Help Assessments (UHA) completed in the month INCLUDING adults aged 21+	Jane White	Sean Holthouse	14	19	12	12	22	9	21	28	22	193	898	159	163	237	↑	45%	↑	1147%	148	898	-	Local	Local	Local	288	336	TBC	
EH1b	Number of Universal Help Plans (UHPs) opened in the month (includes UHPs completed, and those still open at end of period)	Jane White	Sean Holthouse	104	80	69	63	53	66	67	88	94	329	519	124	176	223	↑	27%	↑	179%	156	519	-	Local	Local	Local				
M5	Number of children receiving Universal Help services who are stepped up for Children In Need (CIN) assessment	Jane White	Sean Holthouse	13	2	5	1	2	0	3	2	3	0	2	5		5	-	n/a	↑	150%	3	5	-	Local	Local	Local				
EH14b	Number of Early Help Assessment (EHA) / Universal Help Assessments (UHA) completed, EXCLUDING adults aged 21+	Jane White	Sean Holthouse			22	25	36	74	43	89	56	166	560	104	110	165	↑	50%	-	n/a	121	560	-	Local	Local	Local				
CIN5	Number of all Children in Need (CIN) (including Child Protection (CP) / Looked after Children (LAC) / Care Leavers	Jane White	Sean Holthouse			1999	1967	1920	1957	1937	1900	1859	1975	2252	2384	2522	2778	↑	10%	-	n/a	2121	2778	-	Local	Local	Local				

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### CHILDREN AND FAMILIES GLOSSARY

<i>Abuse</i>	3
<i>Advocacy</i>	3
<i>Agency Decision Maker</i>	3
<i>Assessment</i>	3
<i>CAFCASS</i>	4
<i>Care Order</i>	4
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## Abuse

Abuse is the act of violation of an individual's human or civil rights. Any or all types of abuse may be perpetrated as the result of deliberate intent, negligence or ignorance. Different types of abuse include: Physical abuse, Neglect/acts of omission, Financial/material abuse, Psychological abuse, Sexual abuse, Institutional abuse, Discriminatory abuse, or any combination of these.

## Advocacy

Advocacy helps to safeguard children and young people, and protect them from harm and neglect. It is about speaking up for children and young people and ensuring their views and wishes are heard and acted upon by decision-makers. LAs have a duty under The Children Act to ensure that advocacy services are provided for children, young people and care leavers making or intending to make a complaint. It should also cover representations which are not complaints. Independent Reviewing Officers (IRO) should also provide a child/young person with information about advocacy services and offer help in obtaining an advocate.

## Agency Decision Maker

The Agency Decision Maker (ADM) is the person within a fostering service and an adoption agency who makes decisions on the basis of recommendations made by the Fostering Panel (in relation to a fostering service) and the Adoption Panel (in relation to an adoption agency). The Agency Decision Maker will take account of the Panel's recommendation before proceeding to make a decision. The Agency Decision Maker can choose to make a different decision.

The National Minimum Standards for Fostering 2011 provide that the Agency Decision Maker for a fostering service should be a senior person within the fostering service, who is a social worker with at least 3 years post-qualifying experience in childcare social work and has knowledge of childcare law and practice (Standard 23).

The National Minimum Standards for Adoption 2011 provide that the Agency Decision Maker for an adoption agency should be a senior person within the adoption agency, who is a social worker with at least 3 years post-qualifying experience in childcare social work and has knowledge of permanency planning for children, adoption and childcare law and practice. Where the adoption agency provides an inter country adoption service, the Agency Decision Maker should also have specialist knowledge of this area of law and practice. When determining the disclosure of Protected Information about adults, the Agency Decision Maker should also understand the legislation surrounding access to and disclosure of information and the impact of reunion on all parties (Standard 23).

## Assessment

Assessments are undertaken to determine the needs of individual children; what services to provide and action to take. They may be carried out:

- To gather important information about a child and family;
- To analyse their needs and/or the nature and level of any risk and harm being suffered by the child;
- To decide whether the child is a Child in Need (Section 17) and/or is suffering or likely to suffer Significant Harm (Section 47); and
- To provide support to address those needs to improve the child's outcomes to make them safe.

With effect from 15 April 2013, Working Together 2013 removes the requirement for separate **Initial Assessments** and **Core Assessments**. One Assessment – often called Single Assessment - may be undertaken instead.

## CAFCASS

**Children and Family Court Advisory and Support Service (CAFCASS)** is the Government agency responsible for Reporting Officers, Children's Guardians and other Court officers appointed by the Court in Court Proceedings involving children. Also appoints an officer to witness when a parent wishes to consent to a child's placement for adoption.

## Care Order

A Care Order can be made in Care Proceedings brought under section 31 of the Children Act if the Threshold Criteria are met. The Order grants Parental Responsibility for the child to the local authority specified in the Order, to be shared with the parents.

A **Care Order** lasts until the child is 18 unless discharged earlier. An **Adoption Order** automatically discharges the Care Order. A **Placement Order** automatically suspends the Care Order, but it will be reinstated if the Placement Order is subsequently revoked.

All children who are the subject of a Care Order come within the definition of Looked After and have to have a Care Plan. When making a Care Order, the Court must be satisfied that the Care Plan is suitable.

## Categories of Abuse or Neglect

Where a decision is made that a child requires a Child Protection Plan, the category of abuse or neglect must be specified by the Child Protection Conference Chair.

## Child in Need and Child in Need Plan

Under Section 17 (10) of the Children Act 1989, a child is a Child in Need (CiN) if:

- He/she is unlikely to achieve or maintain, or have the opportunity of achieving or maintaining, a reasonable standard of health or development without the provision for him/her of services by a local authority;
- His/her health or development is likely to be significantly impaired, or further impaired, without the provision for him/her of such services; or
- He/she is disabled.

A **Child in Need Plan** should be drawn up for children who are not Looked After but are identified as Children in Need who requiring services to meet their needs. It should be completed following an Assessment where services are identified as necessary.

Under the Integrated Children's System, if a Child is subject to a Child Protection Plan, it is recorded as part of the Child in Need Plan.

The Child in Need Plan may also be used with children receiving short break care in conjunction with Part One of the Care Plan.

## Child Protection

The following definition is taken from Working Together to Safeguard Children 2010, paragraph 1.23.:

Child protection is a part of Safeguarding and Promoting the Welfare of Children. This refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, Significant Harm.

## Child Protection Conference

Child Protection Conferences (Initial – **ICPC** and review – **RCPC**) are convened where children are considered to be at risk of Significant Harm.

## Children's Centres

The government is establishing a network of children's centres, providing good quality childcare integrated with early learning, family support, health services, and support for parents wanting to return to work or training.

## Child Sexual Exploitation

Child sexual exploitation (CSE) is a form of child sexual abuse. It occurs where an individual or group takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology.

## Corporate Parenting

In broad terms, as the corporate parent of looked after children, a local authority has a legal and moral duty to provide the kind of loyal support that any good parent would provide for their own children.

## Criteria for Child Protection Plans

Where a decision is made that a child requires a Child Protection Plan, the Conference Chair must ensure that the criteria for the decision are met, i.e. that the child is at continuing risk of Significant Harm.

## Director of Children's Services (DCS)

Every top tier local authority in England must appoint a Director of Children's Services under section 18 of the Children Act 2004. Directors are responsible for discharging local authority functions that relate to children in respect of education, social services and children leaving care. They are also responsible for discharging functions delegated to the local authority by any NHS body that relate to children, as well as some new functions conferred on authorities by the Act, such as the duty to safeguard and protect children, the Children and Young People's Plan, and the duty to co-operate to promote well-being.

## Designated Teacher

Schools should all appoint a Designated Teacher. This person's role is to co-ordinate policies, procedures and roles in relation to Child Protection and in relation to Looked After Children.

## Discretionary Leave to Remain

This is a limited permission granted to an Asylum Seeker, to stay in the UK for 3 years - it can then be extended or permission can then be sought to settle permanently.

## Duty of Care

In relation to workers in the social care sector, their duty of care is defined by the Social Care Institute for Excellence (SCIE) as a legal obligation to:

- Always act in the best interest of individuals and others;

- Not act or fail to act in a way that results in harm;
- Act within your competence and not take on anything you do not believe you can safely do.

### Early Help

Early help means providing support as soon as a problem emerges, at any point in a child's life, from the foundation years through to the teenage years.

Effective early help relies upon local agencies working together to:

- Identify children and families who would benefit from early help;
- Undertake an assessment of the need for early help;
- Provide targeted early help services to address the assessed needs of a child and their family which focuses on activity to significantly improve the outcomes for the child.

Local authorities, under section 10 of the Children Act 2004, have a responsibility to promote inter-agency cooperation to improve the welfare of children.

### Every Child Matters

Every Child Matters is the approach to the well-being of children and young people from birth to age 19, which is incorporated into the Children Act 2004. The aim is for every child, whatever their background or their circumstances, to have the support they need to:

- Be healthy;
- Stay safe;
- Enjoy and achieve;
- Make a positive contribution and;
- Achieve economic well-being.

This means that the organisations involved with providing services to children are teaming up, sharing information and working together, to protect children and young people from harm and help them achieve what they want in life.

### Health Assessment

Every Looked After Child (LAC or CLA) must have a Health Assessment soon after becoming Looked After, then at specified intervals, depending on the child's age.

### Indefinite Leave to Remain (ILR)

When an Asylum Seeker is granted ILR, they have permission to settle in the UK permanently and can access mainstream services and benefits.

### Independent Reviewing Officer

If a Local Authority is looking after a child (whether or not the child is in their care), it must appoint an Independent Reviewing Officer (IRO) for that child's case.

From 1 April 2011, the role of the IRO is extended, and there are two separate aspects: chairing a child's Looked After Review, and monitoring a child's case on an ongoing basis. As part of the monitoring function, the IRO also has a duty to identify any areas of poor practice, including general concerns around service delivery (not just around individual children).

IROs must be qualified social workers and, whilst they can be employees of the local authority, they must not have line management responsibility for the child's case. Independent Reviewing Officers who chair Adoption Reviews must have relevant experience of adoption work.

### Independent Domestic Violence Advisor

Independent Domestic Violence Advisers (IDVA) are specialist caseworkers who focus on working predominantly with high risk victims (usually but not exclusively with female victims). They generally are involved from the point of crisis and offer intensive short to medium term support. They work in partnership with statutory and voluntary agencies and mobilise multiple resources on behalf of victims by coordinating the response of a wide range of agencies, including those working with perpetrators or children. There may be differences about how the IDVA service is delivered in local areas.

### Initial Child Protection Conference

An Initial Child Protection Conference (ICPC) is normally convened at the end of a Section 47 Enquiry when the child is assessed as either having suffered Significant Harm or to be at risk of suffering ongoing significant harm.

The Initial Child Protection Conference must be held within 15 working days of the Strategy Discussion, or the last strategy discussion if more than one has been held.

### Local Authority Designated Officer (LADO)

A designated officer (or sometimes a team of officers), who is involved in the management and oversight of allegations against people that work with children.

Their role is to give advice and guidance to employers and voluntary organisations; liaise with the Police and other agencies, and monitor the progress of cases to ensure that they are dealt with as quickly as possible consistent with a thorough and fair process. The Police should also identify an officer to fill a similar role.

### Local Safeguarding Children's Board (LSCB)

LSCBs have to be established by every local authority as detailed in Section 13 of The Children Act 2004. They are made up of representatives from a range of public agencies with a common interest and with duties and responsibilities to children in their area. LSCBs have a responsibility for ensuring effective inter-agency working together to safeguard and protect children in the area. The Boards have to ensure that clear local procedures are in place to inform and assist anyone interested or as part of their professional role where they have concerns about a child.

The functions of the LSCB are set out in chapter 3 of Working Together to Safeguard Children.

See <http://southamptonlscb.co.uk/> for Southampton LSCB.

### Looked After Child

A Looked After Child is a child who is accommodated by the local authority, a child who is the subject to an Interim Care Order, full Care Order or Emergency Protection Order; or a child who is remanded by a court into local authority accommodation or Youth Detention Accommodation.

In addition where a child is placed for Adoption or the local authority is authorised to place a child for adoption - either through the making of a Placement Order or the giving of Parental Consent to Adoptive Placement - the child is a Looked After child.

Looked After Children may be placed with family members, foster carers (including relatives and friends), in Children's Homes, in Secure Accommodation or with prospective adopters.

With effect from 3 December 2012, the Legal Aid, Sentencing and Punishment of Offenders Act 2012 amended the Local Authority Social Services Act 1970 to bring children who are remanded by a court to local authority accommodation or youth detention accommodation into the definition of a Looked After Child for the purposes of the Children Act 1989.

### Neglect

Neglect is a form of Significant Harm which involves the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development. Neglect can occur during pregnancy, or once a child is born.

### Parental Consent to Adoptive Placement

Parental consent to a child's placement for adoption under section 19 of the Adoption and Children Act 2002 must be given before a child can be placed for adoption by an adoption agency, unless a Placement Order has been made or unless the child is a baby less than 6 weeks old and the parents have signed a written agreement with the local authority. Section 19 requires that the consent must be witnessed by a CAFCASS Officer. Where a baby of less than 6 weeks old is placed on the basis of a written agreement with the parents, steps must be taken to request CAFCASS to witness parental consent as soon as the child is 6 weeks old. At the same time as consent to an adoptive placement is given, a parent may also consent in advance to the child's adoption under section 20 of the Adoption and Children Act 2002 either with any approved prospective adopters or with specific adopters identified in the Consent Form.

When giving advanced consent to adoption, the parents can also state that they do not wish to be informed when an adoption application is made in relation to the child.

### Parental Responsibility

Parental Responsibility means all the duties, powers, responsibilities and authority which a parent has by law in relation to a child. Parental Responsibility diminishes as the child acquires sufficient understanding to make his or her own decisions.

A child's mother always holds Parental Responsibility, as does the father if married to the mother.

Unmarried fathers who are registered on the child's birth certificate as the child's father on or after 1 December 2003 also automatically acquire Parental Responsibility. Otherwise, they can acquire Parental Responsibility through a formal agreement with the child's mother or through obtaining a Parental Responsibility Order under Section 4 of the Children Act 1989.

### Pathway Plan

The Pathway Plan sets out the route to the future for young people leaving the Looked After service and will state how their needs will be met in their path to independence. The plan will continue to be implemented and reviewed after they leave the looked after service at least until they are 21; and up to 25 if in education.

### Permanence Plan

Permanence for a Looked After child means achieving, within a timescale which meets the child's needs, a permanent outcome which provides security and stability to the child throughout his or her childhood. It is, therefore, the best preparation for adulthood.

Wherever possible, permanence will be achieved through a return to the parents' care or a placement within the wider family but where this cannot be achieved within a time-scale appropriate to the child's needs, plans may be made for a permanent alternative family placement, which may include Adoption or by way of a Special Guardianship Order.

By the time of the second Looked After Review, the Care Plan for each Looked After Child must contain a plan for achieving permanence for the child within a timescale that is realistic, achievable and meets the child's needs.

### Personal Education Plan

All Looked After Children must have a Personal Education Plan (PEP) which summarises the child's developmental and educational needs, short term targets, long term plans and aspirations and which contains or refers to the child's record of achievement. The child's social worker is responsible for coordinating and compiling the PEP, which should be incorporated into the child's Care Plan.

### Person Posing a Risk to Children (PPRC)

This term replaced the term of 'Schedule One Offender', previously used to describe a person who had been convicted of an offence against a child listed in Schedule One of the Children and Young Persons Act 1933.

'Person Posing a Risk to Children' takes a wider view. Home Office Circular 16/2005 included a consolidated list of offences which agencies can use to identify those who may present a risk to children. The list includes both current and repealed offences, is for guidance only and is not exhaustive - subsequent legislation will also need to be taken into account when forming an assessment of whether a person poses a risk to children. The list of offences should operate as a trigger to further assessment/review to determine if an offender should be regarded as presenting a continued risk of harm to children. There will also be cases where individuals without a conviction or caution for one of these offences may pose a risk to children.

### Placement at a Distance

Placement of a Looked After child outside the area of the responsible authority looking after the child and not within the area of any adjoining local authority.

This term was introduced with effect from 27 January 2014 by the Children's Homes and Looked after Children (Miscellaneous Amendments) (England) Regulations 2013.

### Principal Social Worker - Children and Families

This role was borne out of Professor Munro's recommendations from the Munro Review of Child Protection (2011) to ensure that a senior manager in each local authority is directly involved in frontline services, advocate higher practice standards and develop organisational learning cultures, and to bridge the divide between management and the front line. It is typically held by a senior manager who also carries caseloads to ensure the authentic voice of practice is heard at decision-making tables.

### Private Fostering

A privately fostered child is a child under 16 (or 18 if disabled) who is cared for by an adult who is not a parent or close relative where the child is to be cared for in that home for 28 days or more. Close relative is defined as "a grandparent, brother, sister, uncle or aunt (whether of the full blood or half blood or by marriage or civil partnership) or step-parent". A child who is Looked After by a local authority or placed in a children's home, hospital or school is excluded from the definition. In a private

fostering arrangement, the parent still holds Parental Responsibility and agrees the arrangement with the private foster carer.

A child in relation to whom the local authority receives notification from the prospective adopters that they intend to apply to the Court to adopt may have the status of a privately fostered child. The requirement to notify the local authority relates only to children who have not been placed for adoption by an adoption agency. On receiving the notification, the local authority for the area where the prospective adopters live becomes responsible for supervising the child's welfare pending the adoption and providing the Court with a report.

### Public Law Outline

The Public Law Outline: Guide to Case Management in Public Law Proceedings came into force on the 6th April 2010. An updated Public Law Outline (PLO) came into effect on 22nd April 2014, alongside the statutory 26-week time-limit for completion of care and supervision proceedings under the Children and Families Act 2014.

The Public Law Outline sets out streamlined case management procedures for dealing with public law children's cases. The aim is to identify and focus on the key issues for the child, with the aim of making the best decisions for the child within the timetable set by the Court, and avoiding the need for unnecessary evidence or hearings.

### Referral

The referring of concerns to local authority children's social care services, where the referrer believes or suspects that a child may be a Child in Need, including that he or she may be suffering, or is likely to suffer, Significant Harm. The referral should be made in accordance with the agreed LSCB procedures.

### Relevant Young People, Former Relevant, and Eligible

- **Relevant Young People** are those aged 16 or 17 who are no longer Looked After, having previously been in the category of Eligible Young People when Looked After. However, if after leaving the Looked After service, a young person returns home for a period of 6 months or more to be cared for by a parent and the return home has been formally agreed as successful, he or she will no longer be a Relevant Young Person. A young person is also Relevant if, having been looked after for three months or more, he or she is then detained after their 16th birthday either in hospital, remand centre, young offenders' institution or secure training centre. There is a duty to support relevant young people up to the age of 18, wherever they are living.
- **Former Relevant Young People** are aged 18 or above and have left care having been previously either Eligible, Relevant or both. There is a duty to consider the need to support these young people wherever they are living.
- **Eligible Young People** are young people aged 16 or 17 who have been Looked After for a period or periods totaling at least 13 weeks starting after their 14th birthday and ending at least one day after their 16th birthday, and are still Looked After. (This total does not include a series of short-term placements of up to four weeks where the child has returned to the parent.) There is a duty to support these young people up to the age of 18.

### Review Child Protection Conference

Child Protection Review Conferences (RCPC) are convened in relation to children who are already subject to a Child Protection Plan. The purpose of the Review Conference is to review the safety, health and development of the child in view of the Child Protection Plan, to ensure that the child continues to

be adequately safeguarded and to consider whether the Child Protection Plan should continue or change or whether it can be discontinued.

### Section 20

Under Section 20 of the Children Act 1989, children may be accommodated by the local authority if they have no parent or are lost or abandoned or where their parents are not able to provide them with suitable accommodation and agree to the child being accommodated. A child who is accommodated under Section 20 becomes a Looked After Child.

### Section 47 Enquiry

Under Section 47 of the Children Act 1989, if a child is taken into Police Protection, or is the subject of an Emergency Protection Order, or there are reasonable grounds to suspect that a child is suffering or is likely to suffer Significant Harm, a Section 47 Enquiry is initiated. This enables the local authority to decide whether they need to take any further action to safeguard and promote the child's welfare. This normally occurs after a Strategy Discussion.

Physical Abuse, Sexual Abuse, Emotional Abuse and Neglect are all categories of Significant Harm.

Section 47 Enquiries are usually conducted by a social worker, jointly with the Police, and must be completed within 15 days of a Strategy Discussion. Where concerns are substantiated and the child is judged to be at continued risk of Significant Harm, a Child Protection Conference should be convened.

### Separated Children

Separated Children are children and young people aged under 18 who are outside their country of origin and separated from both parents, or their previous legal/customary primary caregiver. Some will be totally alone (**unaccompanied**), while others may be accompanied into the UK e.g. by an escort; or will present as staying with a person who may identify themselves as a stranger, a member of the family or a friend of the family.

### Special Guardianship Order

Special Guardianship Order (SGO) is an order set out in the Children Act 1989, available from 30 December 2005. Special Guardianship offers a further option for children needing permanent care outside their birth family. It can offer greater security without absolute severance from the birth family as in adoption.

Special Guardianship will also provide an alternative for achieving permanence in families where adoption, for cultural or religious reasons, is not an option. Special Guardians will have Parental Responsibility for the child. A Special Guardianship Order made in relation to a Looked After Child will replace the Care Order and the Local Authority will no longer have Parental Responsibility.

### Strategy Discussion

A Strategy Discussion is normally held following an Assessment which indicates that a child has suffered or is likely to suffer Significant Harm. The purpose of a Strategy Meeting is to determine whether there are grounds for a Section 47 Enquiry.

### Statement of Special Education Needs (SEN)

From 1 September 2014, Statements of Special Educational Needs were replaced by Education, Health and Care Plans. (The legal test of when a child or young person requires an Education, Health and Care Plan remains the same as that for a Statement under the Education Act 1996).

## Staying Put

A Staying Put arrangement is where a Former Relevant child, after ceasing to be Looked After, remains in the former foster home where they were placed immediately before they ceased to be Looked After, beyond the age of 18. The young person's first Looked After Review following his or her 16th birthday should consider whether a Staying Put arrangement should be an option.

It is the duty of the local authority to monitor the Staying Put arrangement and provide advice, assistance and support to the Former Relevant child and the former foster parent with a view to maintaining the Staying Put arrangement (this must include financial support), until the child reaches the age of 21 (unless the local authority consider that the Staying Put arrangement is not consistent with the child's welfare).

## Unaccompanied Asylum Seeker

A child or young person under the age of 18 who has been forced or compelled to leave their home country as a result of major conflict resulting in social breakdown or to escape human rights abuse. They will have no adult in the UK exercising Parental Responsibility.

## Virtual School Head

Section 99 of the Children and Families Act 2014 imposes upon local authorities a requirement to appoint an officer to promote the educational achievement of Looked After children - sometimes referred to as a 'Virtual School Head'.

## Working Together to Safeguard Children

Working Together to Safeguard Children is a Government publication which sets out detailed guidance about the role, function and composition of Local Safeguarding Children Boards (LSCBs), the roles and responsibilities of their member agencies in safeguarding children within their areas and the actions that should be taken where there are concerns that children have suffered or are at risk of suffering Significant Harm.

## Young Offender Institution (YOI)

The Youth Justice Board (YJB) is responsible for the commissioning and purchasing of all secure accommodation for under 18-year-olds ('juveniles'), whether sentenced or on remand. Young offender institutions (YOIs) are run by the Prison Service (except where contracted out) and cater for 15-20 year-olds, but within YOIs the Youth Justice Board has purchased discrete accommodation for juveniles where the regimes are specially designed to meet their needs. Juvenile units in YOIs are for 15-17 year-old boys and 17-year-old girls.

## Youth Offending Service or Team

Youth Offending Service or Team (YOS or YOT) is the service which brings together staff from Children's Social care, the Police, Probation, Education and Health Authorities to work together to keep young people aged 10 to 17 out of custody. They are monitored and co-ordinated nationally by the Youth Justice Board (YJB).

## Sources

Tri.x live online glossary: <http://trixresources.proceduresonline.com/> - a free resource, available to all which provides up to date keyword definitions and details about national agencies and organisations.

Southampton Local Safeguarding Board <http://southamptonlscb.co.uk/>

# Agenda Item 8

<b>DECISION-MAKER:</b>	CHILDREN AND FAMILIES SCRUTINY PANEL		
<b>SUBJECT:</b>	EDUCATION, HEALTH AND CARE ASSESSMENT PERFORMANCE DATA		
<b>DATE OF DECISION:</b>	25 JULY 2019		
<b>REPORT OF:</b>	CABINET MEMBER FOR ASPIRATION, CHILDREN AND LIFELONG LEARNING		
<b><u>CONTACT DETAILS</u></b>			
<b>AUTHOR:</b>	<b>Name:</b>	<b>Tammy Marks</b>	<b>Tel:</b> 023 8083 2136
	<b>E-mail:</b>	<b>Tammy.marks@southampton.gov.uk</b>	
<b>Director</b>	<b>Name:</b>	<b>Hilary Brooks</b>	<b>Tel:</b> 023 8083 4899
	<b>E-mail:</b>	<b>Hilary.brooks@southampton.gov.uk</b>	

<b>STATEMENT OF CONFIDENTIALITY</b>	
N/A	
<b>BRIEF SUMMARY</b>	
<p>The published Department for Education (DfE) 2018 figures for the completion of Education, Health and Care (EHC) Assessments in the statutory 20 week timescales showed Southampton to be performing at a completion rate of 5.3% compared to 60% nationally.</p> <p>This is in the context of poor performance since demand for EHC Plans increased significantly following the introduction of the Special Education Needs and Disability (SEND) reforms in September 2014. Since the reforms Southampton has seen an increase in the school age population with EHC Plans with figures rising from 2.1% in 2014 (2.7% national average) to 3.6% in 2019 (3.1% national average). This represents an increase of approximately 900 additional assessments and plans.</p> <p>The service now has 0 assessments out of timescales and predicts a 90% completion rate for the remainder of the calendar year.</p> <p>This report provides details of current EHC assessment performance; expectation of future performance and details the management and oversight in place to robustly manage processes.</p>	
<b>RECOMMENDATION:</b>	
	(i) That the Panel note the improved performance with regards to the timely completion of Education, Health and Care assessments in Southampton.
<b>REASONS FOR REPORT RECOMMENDATIONS</b>	
1.	This item has been requested by the Chair of the Children and Families Scrutiny Panel.
<b>ALTERNATIVE OPTIONS CONSIDERED AND REJECTED</b>	
2.	Not applicable
<b>DETAIL (Including consultation carried out)</b>	
	<b>Background</b>

3.	The most recent national data published by the DfE relating to the completion of Education, Health and Care (EHC) Assessments within the statutory 20 week timescales relates to 2018. The 2018 data showed Southampton to be performing at a completion rate of 5.3% compared to the national average of 60%.
4.	In 2019 the service has already issued 180 new EHC Plans which equals the total amount issued in 2018. The poor performance for 2018 was the result of a number of factors including significantly increased demand, competency issues, long term sickness within the SEN Management Team, and other dependencies outside of the SEN Team such as Educational Psychology capacity and the timeliness of responses from health colleagues.
	<b>Management Oversight</b>
5.	To improve timeliness new systems have been developed and are now in place. This includes a traffic light system which flags cases that are at risk of breaching timescales. Where risks are internal a reallocation of assessments now takes place. Where they are external this is raised at management level for addressing.
6.	The SEN Team Manager is carrying out daily monitoring of caseloads and is overseeing the progress of assessments with SEN Officers. This is monitored on a weekly basis by the Service Manager and any dependencies threatening timescales are raised at senior management level.
7.	The SEND Service Manager is reporting performance through her own supervision with the Service Lead for Education and also reports performance monthly at the DCS weekly business meeting.
	<b>Current Performance</b>
8.	In light of this much increased demand and the backlog that existed from the previous year, the first 5 months of this calendar year saw a 20% completion rate – this is 15% up on last year. June 2019 saw further improvements and the service successfully completed 50% of EHC Plans issued in this month within the 20 week statutory timescale.
9.	At 6 June meeting of the Children and Families Scrutiny Panel the SEN Team had reported that 25 EHC Assessments were out of timescales. As of 18 July 2019 this will be reduced to 0. This will be the first time since the September 2014 reforms that the service has been as “steady state” and given the increase in demand this improvement is significant.
	<b>Forecasted Performance</b>
10.	The forecast completion rate for the next 6 months is 90%, which is 30% above the national average and an 85% improvement on last year. This is the result of rigorous management.
11.	Whilst from a capacity and management perspective a 100% completion rate is achievable, we do need to be realistic and recognise that we are likely to come up against placement issues because all special schools are at full capacity, as well as complex cases where there is not agreement on the contents of the plan with parent carers, which may require additional time to resolve.
	<b>Next Years Published Figures</b>

12.	The 2019 figures will see a vast improvement on this year and although the latter 6 months will show significant improvement, we are not expecting to issue the volume of plans that we have in the first 6 months, which will mean that it's likely that the end of year performance will sit at approximately 45%. We anticipate that the 2020 data will be at least 90%, however, the biggest risk to this will be the sufficiency of special school places, as need and demand continues to increase for these types of placements. We are currently working on proposals to reconfigure existing special schools and to build new ones, so that we can negate this risk going forward. Permission to formally consult on these proposals will be sought in the autumn term once we have appropriate agreement and sign off from Council Capital Board.
<b>RESOURCE IMPLICATIONS</b>	
<b><u>Capital/Revenue</u></b>	
13.	The vast majority of EHC Plans attract additional funding for pupils. This is a revenue cost and will continue to place pressure on the high needs budget.
<b><u>Property/Other</u></b>	
14.	N/A
<b>LEGAL IMPLICATIONS</b>	
<b><u>Statutory power to undertake proposals in the report:</u></b>	
15.	N/A
<b><u>Other Legal Implications:</u></b>	
16.	N/A
<b>RISK MANAGEMENT IMPLICATIONS</b>	
17.	N/A
<b>POLICY FRAMEWORK IMPLICATIONS</b>	
18.	N/A

<b>KEY DECISION?</b>	<b>No</b>
<b>WARDS/COMMUNITIES AFFECTED:</b>	<b>N/A</b>
<b><u>SUPPORTING DOCUMENTATION</u></b>	
<b>Appendices</b>	
1.	None

**Documents In Members' Rooms**

1.	None
<b>Equality Impact Assessment</b>	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out?	No

<b>Data Protection Impact Assessment</b>		
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out?		No
<b>Other Background Documents</b>		
<b>Other Background documents available for inspection at:</b>		
<b>Title of Background Paper(s)</b>	<b>Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)</b>	
1.	None	