

DERBYSHIRE COUNTY COUNCIL

CABINET

2 June 2014

Report of the Strategic Director for Children & Younger Adults

SUPPORT & ASPIRATION IMPLEMENTATION – (Children and Young People)

1 Purpose of the Report

To seek approval to allocate resources from the Risk Management Budget so that the Authority and partner agencies can undertake the tasks to implement the government's reforms to provision of support to children with education, health and care (EHC) needs as part of its response to Part 3 Children and Families Act.

To approve holding these allocated resources within an earmarked reserve if they remain unspent at the end of 2014-15.

To approve the establishment of a 2 year fixed term post of Senior Programme Manager to manage the implementation of these changes within the authority.

To seek approval to waive Standing Orders in Relation to Contracts under the Financial Regulation 2014, Section SO2, in order to purchase additional modules from Tribal Limited.

2 Information and Analysis

Background

The Cabinet Paper presented on 25 March 2014 outlined the major reforms to the special educational needs system within the Children and Families Act Part 3. The new legislation is scheduled to be in place from September 2014.

Project Team

Under the leadership of the CAYA Assistant Director Schools and Learning, a project board has been established which is identifying the work that must be carried out and the resources required to deliver both the implementation of the changes and the transition for children and young people from the current systems to the new plans.

Initial plans and estimates of resources required have been prepared. A project of this scale and complexity involving not only CAYA and Adult Care within the

Authority but also the four Clinical Commissioning Groups (CCGs) that serve Derbyshire means that this estimate will be revised over time as plans develop, however an initial allocation of resources needs to be made now to enable the release of staff to undertake this work.

The project, including contingency, is currently estimated to cost £1.937m. The authority has received non-ringfenced grants of £0.075m (which Cabinet has already allocated to the project) in 2013/14 and £0.845m for 2014/15. It is proposed that the £0.845m received for 2014/15 is also allocated to the project, this leaves a funding gap between estimated expenditure and identified resources of £1.017m.

Although the changes cover provision for young people up to the age of 25 and therefore cut across Adult Care as well as CAYA; changes to processes and procedures also affect Health colleagues within the four CCGs. It is proposed that initially, the estimated additional resources required are allocated from existing CAYA earmarked reserves relating to reward funding received for meeting Public Service Agreement targets in previous years and for unspent allocated funds from previous years' Local Area Agreements. This will leave the balance of these two reserves at £0.659m.

It is proposed, therefore, to appoint a Senior Programme Manager, on a fixed term contract for 2 years, advertised internally in the first instance, who will, as a priority and in consultation with stakeholders, determine the transitional staffing requirements necessary, in order to move from the current systems and processes to that required to deliver the reforms legislated by the government. These fixed term posts, including the Senior Programme Manager, will be funded from the headings as set out in the financial considerations below and confirmed in line with the Hay Job Evaluation scheme and recruited to in accordance with the Council's normal recruitment and selection procedures.

During the transitional period, the future long term budget and staffing structure will be identified and will be subject to a further report to Cabinet.

In order to meet the implementation timescales for September 2014, particularly for the provision of a combined Education, Health and social Care Plan (EHCP), it is proposed to seek permission to waive Standing Orders in Relation to Contracts under Section SO2 of the Financial Regulation 2014 to purchase additional modules from Tribal Education Limited to supplement a software suite already purchased by the Council. This includes the provision of additional modules as shown in Appendix A.

3 Financial Considerations

The estimated cost to transform the current processes in line with the new legislation is around £1.937m. As this is a complex project, this should be regarded as an initial estimate and the paragraphs below give more detail on the areas of where expenditure is envisaged. As plans develop, the project board (which comprises representatives from all partners) will monitor and review the

budget plans and consider whether contributions should be sought from other sources.

Personal Budgets

Costs are expected to include staffing to determine how personal budgets will operate across education and social care spend; guidance and training of staff in the operation of personal budgets. Indicative costs are estimated at £0.244m.

ICT

New software to record information will be required and the estimate includes provision for licences, training, installation and support and maintenance. Indicative costs are estimated at £0.114m.

Special Education Needs Administration

The new requirements introduce a new form of plan (Education Healthcare Plan) for every child that currently has a statement of special educational needs; this will require all existing statements to be redefined in the new formats. The indicative these costs is estimated at £0.880m.

Local Offer

Each local authority is required to publish details of the services available to children, young people and families in its area. The indicative costs include staffing, website development and publicity and are estimated at £0.94m.

Parent Carer Voice

The reforms are intended to improve services for children, young people and families, therefore getting strong and involved representation from parents, carers and young people is important. The costs cover support and communication to this important group to assist and be consulted on the redesign of services and are estimated at £0.36m.

Project Management

The reforms affect a large number of service users, all schools, the CCGs and several services within the authority across two departments. It is therefore critical that project management is well resourced. The initial cost is estimated at £0.369m.

Additional allocations have been estimated for workforce development at £0.100m and a contingency of £0.100m.

The total estimated cost is therefore £1.937m and the resources identified to fund this expenditure are £0.920m in un-ringfenced grants and a further contribution of £1.017m from CAYA PSA and LAA grant earmarked reserves, leaving £0.659m remaining in those reserves.

4 HR Considerations

The post of Senior Programme Manager will be subject to job evaluation and the grade confirmed in line with the HAY Job evaluation scheme. Appointments to

the post will be in accordance with the Council's existing recruitment and selection processes.

5 Legal Considerations

The Tribal suite which these additional modules interface to are planned to be included in a re-procurement exercise to replace a number of CAYA systems. The procurement exercises will occur in a number of stages, the first of which will commence during 2014.

The Council's Financial Regulations permit the waiving of Standing Orders in relation to contracts where there are special circumstances justifying an exemption.

In the circumstances set out in this report, additional modules are required with the incumbent supplier. This will ensure that the current processes are not disrupted during the transition to new CAYA IT systems.

Accordingly, the Director of Legal Services has advised that the special circumstances set out in this report allows the Chief Officer exercising his powers to waive the Standing Orders as described above.

6 Other Considerations

In preparing this report the relevance of the following factors has been considered: prevention of crime & disorder, equality of opportunity, human rights, environmental, health, property and transport considerations.

7 Key Decision?

Yes.

8 Call-in

Is it necessary to waive the call-in period in respect of the decisions being proposed within this report?

No

9 Background Papers

None.

10 Officers' Recommendations

That Cabinet approves;

1. the allocation of resources to CAYA for the purpose of designing, implementing and transferring children and young people with education, health and social care needs to the new processes required by Part 3 of the Children and Families Act as described above.

2. the creation of an earmarked reserve to finance the implementation of Support and Aspiration across Derbyshire.
3. the establishment of and recruitment to a 2 year fixed term Senior Programme Manager.
4. To seek approval to waive Standing Orders in Relation to Contracts in order purchase additional modules from Tribal Limited.

IAN THOMAS
Strategic Director for Children & Younger Adults

APPENDIX A – Additional Modules from Tribal Limited

EHCP management	Description
Gateway Lite	Provides access to EHCP over the internet to other agencies/partners
Gateway functionality pack	Provides addition refinement to the amount of access that can be provided
Gateway SEN pack	Additions to the SEN module that allow Gateway access to Outcomes, Reviews and plan elements on a per-field level
Reporting	Detailed reporting on EHCP plans, performance and progress.
ENROL parent/child portal	Provides access to EHCP over the internet to parents/carers/children and young people
Local Offer	
FISO Enquiry Instance	Addition of provider enquiries to the FIS module
Online Enquiry logging	Makes the Enquiry addition available to providers over the internet
Provider Portal Self-registration	Further functionality for providers to self-register and perform own data management
Personal Budgets	
SEN Allocations	Functionality to store detailed EHCP personal budget allocation in the Tribal SEN module
Flexible payment production output	Export of payment file for payment systems