

D. HUMPHREY

DERBYSHIRE COUNTY COUNCIL

CABINET

30 July 2013

**Joint Report of the Strategic Director for Children & Younger Adults
and the Director of Property**

**SUPPORT SERVICE FOR SPECIAL EDUCATIONAL NEEDS -
ACCOMMODATION – (Children & Young People)**

1. **Purpose of the Report** To seek approval to a proposed relocation of the office bases for two teams within the Support Service for Special Educational Needs (SSSEN).

2. **Information and Analysis**

2.1 The Support Service for Special Educational Needs occupies various bases around the County, four teams being located in office accommodation and three in spare accommodation converted within schools.

2.2 As part of the 'Changing the Way Derbyshire Works' (CWDW) agenda, one team needs to move out of its office accommodation at the St. Helena Centre in Chesterfield and the opportunity has arisen for this team to move into a school within its area. This is preferable to the Service and advantageous to the school concerned for a number of reasons, as outlined below. A second SSSEN Team needs to relocate as its base within the Stubbin Wood School building has had to be vacated, as explained in Section 2.4 below.

The preferred option is for SSSEN teams to be located in schools for the following reasons:

- SSSEN provide statutory teaching, advice and support to children with Special Educational Needs and Disabilities in primary schools. By being located in primary schools, SSSEN teams can offer the most direct, efficient and effective service to the local communities of children, parents/carers and schools in their area.
- SSSEN are part of the Schools and Learning Division; hence location in schools aligns with strategic leadership.

Costs will be saved in the following ways:

- Alternative 'hub' office accommodation does not meet the storage requirement for specialist equipment used by SSEN teachers on a daily basis to teach children with Special Educational Needs and Disabilities. The alternative of splitting office accommodation and storage of teaching equipment over two sites would significantly increase travel expenditure and time, thereby reducing efficiency. School accommodation offers enough capacity to locate staff and resources effectively on one site.
- Schools offer the shared use of facilities for training at no additional cost, so SSEN will continue to be able to offer training events to primary schools and parents/carers across Derbyshire, without having to charge for the hire of a venue.
- By leasing space in schools with empty classrooms, SSEN will be creating savings for school budgets.

The details of the proposed moves are as follows:

2.3 Ashgate Croft SSEN Team (Chesterfield) - This team is located in the St.Helena office base on Sheffield Road which is being vacated prior to disposal. It is proposed that the SSEN Team relocates to Cavendish Junior School where there is a spare classroom that can be converted into an office base and resources store. This has been agreed in principle with the School's Governing Body. The room had formerly been converted into a community room and will not be required by the school in the foreseeable future. A budget cost of £28,000 has been calculated for essential minor building adaptations, electrical works, ICT networking and furniture and equipment.

2.4 Stubbin Wood SSEN Team (Shirebrook) – This team has been based until recently in the Stubbin Wood School building. As part of the BSF Programme Stubbin Wood School has relocated into its new school building co-located with Shirebrook Academy. The SSEN Team could not remain in the empty main school building as the building has been 'mothballed' and services cut off prior to demolition. The SSEN Team have made emergency temporary arrangements, but are without a proper base. Hence, this project is particularly urgent. It is proposed that the SSEN Team relocates to Whaley Thorns Primary School where there is spare accommodation that can be converted into an office base and resources store. This accommodation will not be required by the school in the foreseeable future. The proposal has been agreed in principle with the School's Governing Body. A budget cost of £25,000 has been calculated for

essential minor adaptations, electrical works, ICT networking and furniture and equipment.

2.5 A further report will be presented at a later date relating to the Holbrook SSEN Team (Breadsall). This team is currently based in office accommodation on the former Brookside Special School site in Breadsall which is being vacated and the option of moving into a school location is being explored.

3. **Financial Considerations** A modest amount of capital funding is required to convert the spare accommodation in each school into appropriate office accommodation with storage facilities and ICT links to the Council's network. The budget costs of the two schemes are:

Cavendish Junior School	£ 28,000
Whaley Thorns Primary School	£ 25,000.

This funding totalling £53,000 can be approved from savings in the 2012/13 CAYA Capital Programme which currently total £375,000.

Revenue funding contributions to the two schools will be made from the SSEN Service's budget to cover premises related costs.

4. **Property Considerations** The Director of Property will undertake the management of the minor capital projects required at each school.
5. **Other Considerations** In preparing this report the relevance of the following factors has been considered: - prevention of crime & disorder, equality of opportunity; environmental, health; human resources; legal & human rights; and transport considerations.
6. **Key Decision?** No
7. **Is it required that the call-in period be waived in respect of the decisions being proposed within the report?** No
8. **Officer Recommendation**

That approval be granted to the proposed relocation of two SSEN Teams into school-based locations together with the associated capital projects at Cavendish Junior School (Chesterfield) and Whaley Thorns Primary School, at a total budget cost of £53,000, as a charge on savings in the 2012/13 CAYA Capital Programme.

Ian Thomas, Strategic Director for Children & Younger Adults
Jeremy Goacher, Director of Property