



Children's Services Service Plan 2016-17

Joan Tranent
Head of Children's Services
Midlothian Council
Fairfield House
8 Lothian Road
Dalkeith
EH22 3AA

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1. Introduction

This document provides a clear picture of the Service's planned activities for the period 2016-17. It contains:

- *Service Overview:* This provides the reader with a basic understanding of the Service and its purpose
- *Future Development of the Service:* This section identifies the key challenges facing the Service and notes the areas for future development and improvement
- *Service Priorities:* The information captured here is critical in terms of providing clarity of the priorities and outcomes being targeted by the Service and also identifying the focus of activities for the 2016/17 deliverables. Appropriate consideration of risks should also be carried out as part of the service planning activities.
- *Management Arrangements:* This section gives a high level view of the management arrangements in place for the Service such as structure and resources but also includes information on scrutiny activity and performance management.

The purpose of a service plan is to:

1. Clearly show the key tasks and challenges of the service. This provides direction and an overview of the service's plans to those within and out with the service.
2. Provide a basis for measuring and reporting on the progress of the service in achieving its priorities.
3. Provide an overarching plan which supports the link between individual staff performance and development plans, work plans, team plans and council and Community Planning priorities.

2. Overview of the Service

The following should be read in conjunction with the Midlothian Single Plan; a high-level community planning document developed with our partners and progressed via the *Getting it Right For Every Midlothian Child Board*.

Children's Services consists of the following teams:

- East Locality Team
- West Locality Team
- Resources

Further detail on the range of responsibilities carried out by these teams is provided below

East and West Locality Teams

The Children's Services locality teams have evolved over the past year into less of a Locality model but more around workers responding and being allocated work in relation to need rather than location. This is mainly due to some significant staffing changes and the need to ensure that team leaders were available at all times to support staff. This change also needs to be considered in the context of our longer term vision whereby all children's services staff shall be brought together in one building from 2017 onwards.

The teams therefore consist of four Social Work teams who undertake all statutory and child protection work across Midlothian. This includes supporting looked after children who remain at home ensuring that their educational and health outcomes are met and they are afforded the same opportunities as other young children and young people within Midlothian. Identifying permanent foster placements, kinship cares or an adoptive placement in a timescale that ensures that there is no drift in their care planning for those children and young people who cannot return to live with their own families. These teams have extended the grouping of young people they work with in line with the Children and Young People (Scotland) Act 2014 which places a duty on all Local Authorities to offer care placements to all eligible young people up until the age of 21. The fifth social work team is responsible for screening and assessing all unallocated referrals that come into the service. Referrals range from lower level initial assessments that signpost families onto other services or offer a short term piece of intervention right up to child protection referrals that can require immediate action.

In addition to the social work teams there are four Family Support Teams who currently continue to work on a locality basis. Their main duties are to ensure they intervene and undertake an early intervention and preventative approach which will prevent work escalating to the next stage. Given their extensive experience, they offer not only one to one support to individuals but also group work in relation to parenting support for young children and teenagers. It is also not uncommon for family support workers to work with families who are on the edge of being accommodated. The level of their interventions varies widely across the county depending on the need and the relationship already established with families. Family support workers and children services practitioners work within a multi- agency setting and this is evidenced well in forums or wellbeing meetings held with education colleagues in schools and with health colleagues for those 0-5 years. These meetings help to identify any issues school or health may have at the earliest opportunity and consider what intervention is required and who should undertake this piece of work.

Working alongside the family support team we have had the resilience project which was a project set up in 2013 promoting an intensive support package of support to three of our most well known families within Midlothian who had multi agency involvement. The project run by children's services staff was supported by Adults and social care service, criminal justice, Police Scotland, community safety, education and housing. The project adopted a support service that

responded out-with the usual working hours when there was a need. There was a commitment by all agencies to resolve issues that arose at the earliest opportunity in the hope that we could continue to support the families to reside within their own communities. This intensive approach supported three families who had 17 children between them to remain living in Midlothian with their parents which was in itself was a huge achievement. There has been significant learning from this project which will influence how we develop our new service as we move forward into a full review of all of children's services.

Within Midlothian we are fortunate in that we have a wide range of voluntary agencies who also offer early intervention and preventative work and whom we work alongside such as Surestart, Circle Scotland, MYPAS, Homelink and Children 1st. We are also fortunate in that we receive a significant amount of support from our local churches who assist many families via food banks, practical support within the home, and offering lunches over school holidays etc.

In amongst all of this we have identified three areas of high need within Midlothian and have devolved resources to better support the three communities in Woodburn, Mayfield and Gorebridge. Our vision and hope is that we shall help reduce the inequalities faced by many of the children and their families within these communities by intervening earlier and identifying need so that we can offer appropriate and proportionate support when the family needs it. This supports Scottish Governments commitment to creating a better country for all by strengthening our communities so that children and their families have improved life chances through better education, health and housing and improving their opportunities to access further education or gain employment.

Resources :

The Resource service comprises of:

Midlothian Residential Services

Family Placement Team (Adoption, Fostering and Kinship)

Through Care and After Care Service

Hawthorn Children and Families centre

Midlothian residential services comprises three 4-bedded houses located in Gorebridge, Penicuik and Woodburn. The residential services provide direct support to young people who are no longer able to live with their family. Following a service review in 2015 the service has undergone major staff changes with a renewed and creative workforce that have a clear commitment to ensuring that the young people who reside within these houses reach their full potential. The service also offers an outreach service to children and young people who are on the edge of being accommodated.

As a result of new legislation the Local Authority now has a duty to provide a care placement for eligible young people up to the age of 21 years. This is a new challenge for us and we are currently looking at how best to redesign our service to support our young people who want to reside with us post 16 years of age. As a corporate parent the Local Authority and others have a duty to offer a service for all eligible young people. This has required a further commitment from our partner agencies such as Police Scotland, Health, Education and Children's Reporter in particular to devise a plan that advises Scottish Government how we are meeting this legal requirement.

The Family Placement Team are currently situated within Lawfield Primary School however work closely alongside the locality teams to assess, plan, and provide appropriate services to children and young people who are unable to remain living within their own families. The Team carries out the Council's work as a Registered Fostering Agency and a Registered Adoption Agency. It supports foster carers and kinship carers and has a marketing strategy which continually promotes the recruitment and retention of foster carers through the Skills to Foster scheme and a robust recruitment and training campaign.

The Family Placement Team also recruits its own Adoptive parents. This service has developed but it does come with its own challenges when working in such a small local authority. Often it is not possible, nor appropriate to place a young child for adoption within the same local authority where their parents and extended family reside, therefore we continue to work with neighbouring local authorities so that we can 'share' our adopters cross the counties. Private fostering is also covered by the team.

Kinship Care is further area of growth within the Family Placement Team. Scottish Government have committed to ensuring that kinship carers have greater parity with local authority foster carers in regard to not only payment of fees but also access to training etc. Whilst in Midlothian we pay kinship cares the same fee as foster carers (minus child benefit) we are about to embark on developing a new team to work with kinship carers on developing a training and development plan so that they are better equipped to care and understand the trauma that has occurred to the children placed in their care often at short notice and following a family crisis.

The Through Care and After Care Service as already highlighted is yet another area of growth following the implementation of the Children & Young Peoples (Scotland) Act 2014. It delivers the Council's statutory responsibility to support young people who are leaving care and are entitled to an after care service. The service is growing as our duty to offer care placements to young people up until the age of 21 years is now a legal requirement. The service has close links with key partners in Housing, Skills Development Scotland and with our Health and social care colleagues. As already stated Midlothian Council is fully committed to improving outcomes for children in care and care leavers. Care experienced children are provided with a range of opportunities and new experiences and encouraged to make a successful transition into adulthood. The care experienced young people have their own Young Champions group who meet fortnightly and which feeds into the Professional Champions, previously known as the Corporate Parenting Board. This group consists of senior leaders within the Local Authority, Councillors, Police Scotland, Education and Health colleagues.

Hawthorn Children's Centre is a day service, offering support to vulnerable children from 0 to 5 years old and their families. As well as being a partnership nursery with Education it also provides parenting support and assessments, group work for parents and assessment of contact arrangements. The focus of the service is for children who are looked after, on the child protection register or affected by disability. With the implementation of the early years agenda Hawthorn Children's Centre have provided placements for those eligible 2 year olds who have been offered a nursery placement. With the introduction of the Named Person Service nearly upon us, Hawthorn Children's Centre now has established wellbeing meetings where voluntary groups as well as family support, nursery staff and health colleagues discuss referrals for those aged 0-5 and identify a suitable and proportionate resource.

In addition to these services provided directly by the Council, a range of services is also purchased through the Independent Sector; this includes agencies such as 'Who Cares? Scotland' who provide advocacy, advice and support to vulnerable Looked After and Accommodated Children. Children 1st who provide support to our young carers, and also work intensively for a short period of time with children and young people affected by parental substance misuse. Barnado's offer respite and support services to children and young people with additional support needs.

The service is supported by a range of teams within the Council including finance, contracts, planning, performance management, staff training and development and Human Resources.

3. Activity Review in 2015/16

Children's Services have shown solid and consistent improvement throughout 2015/16 and it is our intention to improve on this. Inspection Reports and performance data evidence that we are improving outcomes for the most vulnerable children and young people within Midlothian.

- Positive Fostering Inspection in November 2015
- Positive Adoption Report in November 2015
- Positive Midlothian Residential Service Inspection in November 2015,
- Positive Inspection of Hawthorn Children's Service in January 2015.
- Maintained low child protection numbers
- Reduction in the number of children who are Looked After at home

4. Challenges 2013 - 2018

Within these inspection reports it was highlighted that we must continue on the journey to improve on the services we deliver whilst taking cognisance of the challenges ahead. These challenges include:

- Population increases in Midlothian resulting in an increased level of demand on our resources
- Continue to reduce the number of children fostered and educated out-with Midlothian
- The impact of welfare reform on the children and families we work with in terms of reduced income and/or increased outgoings for some.
- Implementing the legislative changes required through the Children & Young People (Scotland) Act 2014 and the Social Care (Self-Directed Support) (Scotland) Act 2013
- Budget constraints

a) Budget and resource pressures affecting the Service include:

Unavoidable cost pressures such as:

- The new legislative requirement upon the Council to provide care placements for looked after children until the age of 21 and other duties placed upon us from the Children & Young People's (Scotland) Act 2014
- Implementation of Self Directed Support ensuring it is an approach which is rolled out over all of Children's Services.
- Children's Services Review began 1.10.15 with a commitment to deliver £300,000 savings.
- Increase in the number of young people being placed in secure care.
- Budget pressures – the financial landscape is continually changing with reductions in budgets an ongoing issue.

MIDLOTHIAN COUNCIL

Childrens Services

SERVICE FUNCTION	Budget	
	2015/16 £	2016/17 £
Children's Services Management	396,776	420,691
Children's resources	6,740,736	6,850,477
Locality Teams	7,812,252	8,192,592
NET EXPENDITURE	14,949,765	15,463,760
SUBJECTIVE ANALYSIS		
Employee Costs	5,595,992	5,423,569
Premises Costs	89,684	80,746
Transport Costs	274,909	274,909
Supplies and Services Costs	158,114	158,114
Third Party Payments	5,101,241	5,575,427
Transfer Payments	3,846,338	4,067,507
GROSS EXPENDITURE	15,066,277	15,580,273
INCOME	116,512	116,512
NET EXPENDITURE	14,949,765	15,463,760

b) Legislation/National Policy changes:

- Additional duties placed on the Local Authority in relation to the Children & Young People's (Scotland) Act 2014, such as the Named Person (August 2016), Corporate Parenting Duties (April 2015) legislative single planning process (August 2016).
- Social Care (Self-Directed Support) (Scotland) Act 2013.

c) Management challenges:

- Ensuring all staff are aware of the financial pressures and the need for creativity and change whilst also delivering a professional and efficient service whilst maintain a high standard of quality.
- Bringing together all of Children's Services staff within one building by Jan'17 whilst also ensuring that through the Delivering Excellence Framework we review the remainder of the service and ensure we meet our savings target.
- With the implementation of the Named Person in August 2016, there is a real challenge as to how our health visiting colleagues shall be able to deliver this service with such reduced health visiting staff.
- CAMHS Service waiting list is a challenge with increasing referrals and lengthy waiting lists.

d) Changes in Service Delivery:

We have now concluded the Residential Service review, and can report that this was a successful piece of work and was commented upon positively by the Care Inspectorate in November '15 when they visited. We are now reviewing the remainder of our service which will allow us to move to one building in Jan'17 as a new service. All reviews bring about a level of anxiety and an increase to one's workload; however it is important that we develop a new service that is efficient and responsive to the needs of our local community at the times when they need it.

The ongoing pressures to reduce spend requires us to ensure that we continue to provide and promote the early intervention and preventative work to help us maintain our low child protection and looked after numbers across the board. We are also ensuring that we are working more closely with our third sector partners to ensure there is no duplication of work and that we are clear about our roles and responsibilities. Research clearly tells us that intervening earlier with many families in order to prevent the problems they experience escalating reduces costs in the longer term. Intervening when there is a crisis incurs high costs not only in relation to budgets but also in relation to poorer outcomes for children and their families.

The Named Person Service will also require us to change how we deliver our service. Children's services are working closely with health and education to create a service that is robust yet is able to respond at the appropriate level of need.

There are a number of cross cutting themes within Midlothian which Children's Services contribute to:

- Family Resilience Project
- Welfare Reform Group
- Integrated Children's Services Plan
- Preventative Spend Group
- Changing Lives Overview Group
- Community Safety Thematic Group
- Early Years Collaborative
- Self Directed Support Board
- Secondment of staff to support our health visiting teams
- Public Protection Committee

The establishment of the Education, Communities and Economy Directorate has resulted in changes in planning support. This function will now be provided for the whole Council by the Performance and Planning team within Communities and Support service. There are a number of actions in the service plan which are dependent on support from this team.

There has been significant progress within the following partnerships:

- Children's Services partnerships with East Lothian Council; where possible and where there are clear benefits we continue to work in partnership.
- The Integrated Children's Services Plan (ICSP) 2011 – 2014. The ICSP is being revised and will be completed by June 2016.
- We have a Public Protection Committee formed in April 2014 which covers all areas of public protection across East and Midlothian.

e) Technology:

- MOSAIC is the social work management information system.
- There are working groups looking at IT systems between health and social work that will allow for improved sharing of information processes.
- SEEMIS will be the tool used by all 32 Local Authorities for the implementation of the Named Person Service. Therefore training will be required for children's services staff for holiday periods and to initially screen referrals until such times that we are confident that our education colleagues are confident in the assessment and screening of this work. Our colleagues in Life Long Learning & Employability shall also require training so that they can offer support to those aged 16-18 who are no longer in school but require/request support via the named person service.
- As all children's services staff move to one building a review of IT equipment shall be required to promote hot desking and a more efficient and flexible way of working.

f) Culture change:

Over the past year there has been evidence of cultural change in particular within residential services following their review.

The remainder of children's service is currently under review and the service and the staff will need to continue to be flexible in order to effectively respond to the changing financial and policy direction.

g) New initiatives:

Any new initiatives are noted elsewhere in the document. However the new initiative mentioned last year around the Integration of Children's Services with Health and Social Care is no longer something that is being considered. It is recognised that Children's Services needs to align services more with education if we are truly committed to inclusion and ensuring that all children who reside in Midlothian remain within their own communities, schools and where possible their own families.

5. Consultations/ Engagement

As the majority of the work undertaken in Children's Services is of a multi-agency nature, our partner agencies, staff and a limited number of service users have taken part in a series of self evaluation exercises which have contributed to this plan. Service priorities are derived from the Getting it Right for Every Midlothian Child (GIRFEMC) thematic priorities in the Single Midlothian Plan.

6. Equalities

This service plan has been subject to an Equalities Impact Assessment (EQIA).

7. Sustainability

Creating a service plan for 2013-18 helped to ensure that the Service supports the Council's Sustainable development scheme and action plan.

The service acknowledges the role of its various functions in contributing to the achievement of sustainable development. The service will work through the Council's Climate Change & Sustainable Development group, using Corporate Management Team-agreed self-assessment procedures, to identify improvement actions/priorities for inclusion in the Council's 2013-18 Sustainability Action Plan.

8. Future Development of Services

This plan outlines how the Service will work towards the achievement of its priorities. Midlothian's 3 new key priorities are to reduce inequalities in economic circumstances, health and education learning outcomes. Within Midlothian we also have three communities where we have been asked by the CPP to direct resources in order to close the gap. The Service Review will look at Dalkeith/Woodburn, Mayfield/Easthouses and Gorebridge and ensure that sufficient resources are within these areas in order to try and reduce inequalities. In addition to this we shall also be looking at the following areas of work:

- Review of Family Support and the different roles and ensure that this is done alongside and dovetails the inclusion review being undertaken by education.
- Develop a robust Named Person Service.
- Develop a TCAC Service to support our care experienced young people into adulthood
- Review the staged intervention system.
- Review the social work teams and ensure the new service provides early engagement, early permanence and improves the quality of care.

As a result of these reviews it is anticipated that over the next few years Children's Services will undergo further re-structuring in order to meet the needs of our increasing population and the strategic drivers such as the Children and Young People (Scotland) Act 2014.

a) Child Protection

We are now entering our second year whereby the numbers of children's names on the Child Protection Register are lower than the Scottish average. Whilst numbers themselves don't necessarily mean a great deal the ability to maintain some stability within this complex area of work is further evidence of the changing culture within Midlothian Children's Services. We have moved from a risk adverse culture to one of permission for workers to better manage risk and to take appropriate interventions whilst ensuring that they continue to promote collaborative working with their partner agencies.

The Public Protection Office plays a key role in how we continue to improve practice within the child protection area of work. Staff regularly attend at the Public Protection Office and liaise with Police and Health and the Lead Officer for Child Protection to discuss new referrals and agree a way forward.

b) Looked after and accommodated children and care leavers

We are promoting our Corporate Parenting duties including developing a work experience and training programme for looked after children and care leavers. The newly established Young Champions Group (previously KICK Group) meets quarterly with The Professionals Champions (previously known as Corporate Parenting Board) to discuss any ongoing issues and raise awareness of new concerns. This work is progressing however it requires strong leadership to drive it forward.

In 2015 we once again ran a significant recruitment campaign to recruit foster carers and adopters, this has proven to be a very challenging area of work as there is a national shortage of foster carers coupled with the changes for the upper age range of young people who can remain in care. This has raised further challenges both in relation to additional financial

resources and identifying suitable carers. The drive to ensure we have a sufficient number of carers who are experienced and committed to caring for our children and young people is ongoing. Dedicated staff have been appointed to deliver and take forward this important area of work. We have also implemented the Skills to Foster scheme to enhance retention of carers through training and will review the effectiveness of this.

We have had independent reviewing officers for both Looked After and Accommodated Children's (LAAC) reviews and Child Protection Case Conferences for several years. We have improved outcomes for our LAAC children and young people by making significant decisions around rehabilitation and our permanence planning is much swifter than in previous years. This is in part as a result of our Permanence Framework, a large piece of work undertaken by practitioners, team leaders, legal team and administrative support assistants who worked tirelessly to devise a workflow which supports staff to better understand and work through the permanence process. This piece of work has been recognized and we have been approached to by The Permanence and Care Excellence (PACE) team to be part of a new innovative programme for improving timescales in securing a permanent home for children in care which will be rolled out across Scotland.

c) Self-Directed Support

Children's Services have employed a new way of working with our service users with the introduction of self directed support on the 1st April 2014. This does not only affect children with disabilities but impacts upon our family support and social work services too. This approach requires all workers who are dealing with new referrals for support at all stages to have a discussion with the family around the 4 different options available to them. This then informs the outcome-based assessment which could result in a family being allocated a sum of money to buy their own resource if eligible (based on the outcome of the assessment). Over the past year Children's services has embraced this new way of working and it is now being tested out on child protection cases and through care after care cases to ensure the outcome focused assessment is fit for practice. One challenge we are currently working on is the use of outcome focused assessment on our permanence cases, these assessments for this area of work require a great deal of evidence and analysis for court purposes, therefore we are testing out alternative options. In addition to this we have also employed a part time Self Directed Support development worker to support workers to implement this approach across the whole service. This piece of work has been very successful and has had a lot of input from staff across the service in driving this forward.

d) New Integrated Children's Services Plan

Work is well underway to producing the new Integrated Children's Service Plan. This piece of work should be completed by June 2016 which will then align itself with the medium term priorities within the Single Midlothian Plan.

e) Participation

Children's Services is committed to improving how we involve children, young people and their families in the development of the service. We have introduced working agreements with all new referrals so that both the service users and ourselves have a clear understanding and expectation of the next steps. The Champions Board has close links with the Young Champions group and they are represented at the Getting it Right for Every Midlothian Child Board. Through 2016/17 we will continue to work with our colleagues in Lifelong Learning and Employability, Who Cares and other relevant agencies to promote and engage with the development and implementation of the new participation strategy.

The anticipated outputs are:

- Future service and team plans based on what children, young people and their families are telling us.
- High quality information available to children and families
- Participation groups that are well supported by professionals and well attended by service users.
- Teams consulting service users on service improvement projects.
- Improved involvement in services users in day to day service delivery.

f) Residential services improvement programme

Residential Services have undergone a successful review and recent Care Inspectorate Inspection, and are aware of the need for continuous improvement and the needs of new legislation and the continued demands placed upon this service.

g) Early Intervention and Preventative Work

Over the past year we have continued to see an increase in referrals coming into the service, yet we have seen no increase in the numbers of children whose names are on the child protection register or in the numbers of children who are looked after at home. Therefore we can determine from these figures that we are intervening and working with families at an earlier stage and preventing cases escalating. Over the next year we expect to see a further increase in referrals most likely at the earlier stage with the implementation of the named person. Our focus therefore has to remain on early intervention and preventative work so that we support not only the families but our education and health colleagues to manage lower level referrals with a proportionate response and form of intervention.

In 2016-17 we aim to continue to focus on the same areas whilst having regard to other priorities such as Child Poverty and ensuring that vulnerable children receive the best start in life to help reduce inequality in future years. This will involve providing targeted services in areas of deprivation i.e. Woodburn, Mayfield and Gorebridge.

APPENDIX A: Single Midlothian Plan 3 year priorities 2016/19

Midlothian Community Planning Partnership Board agreed that all partners will focus for the next 3 years on how they can contribute to:-

- 1 Reducing inequalities in the health of our population
- 2 Reducing inequalities in the outcomes of learning in our population
- 3 Reducing inequalities in the economic circumstances of our population

Each Thematic group has identified their 3 year priorities which link to the 3 agreed priorities stated above.

ADULT HEALTH AND CARE (AHC)

- 1 People are able to look after and improve their own health and wellbeing and live in good health for longer
- 2 People, including those with disabilities/long term conditions or are frail are able wherever possible, to live independently and in their own homes
- 3 Health and Social Care have contributed to reducing health inequalities
- 4 Unpaid carers are supported to look after their own health and wellbeing

COMMUNITY SAFETY (CS)

- 1 Fewer people are victims of crime, abuse or harm
- 2 People feel safe in their neighbourhoods and homes
- 3 Our communities take a positive role in shaping their future

GETTING IT RIGHT FOR EVERY MIDLOTHIAN CHILD (GIRFEMC)

- 1 Children in their early years and their families are being supported to be healthy, to learn and to be resilient
- 2 All Midlothian children and young people are being offered access to timely and appropriate support through named person service
- 3 All care experienced children and young people are being provided with quality services
- 4 Children and young people are supported to be healthy, happy and reach their potential
- 5 Inequalities in learning outcomes have reduced

IMPROVING OPPORTUNITIES MIDLOTHIAN (IOM)

- 1 Poverty Levels in Midlothian overall are below the Scottish average
- 2 Midlothian residents are successful learners and young people go on to positive destinations when they leave learning
- 3 There is a reduction in inequality in health outcomes
- 4 Citizens are engaged with service development and delivery

SUSTAINABLE GROWTH (SG)

- 1 New jobs and businesses are located in Midlothian
- 2 Midlothian's economic growth rate consistently outperforms the Scottish average
- 3 Midlothian is an attractive place to live, work and invest in
- 4 The gap between average earnings of the working age population living and working in Midlothian and the Scottish average has decreased
- 5 Environmental limits are better respected, especially in relation to waste, transport, climate change and biodiversity
- 8 More social housing has been provided taking account of local demand
- 9 Homelessness has reduced, and people threatened with homelessness can access advice and support services

APPENDIX B: Childrens Services – Service Plan 16/17

2016-17							Team
Actions	Due Date	Performance Indicator	Target	Baseline	Previous trend data		
GIRFEMC - Children and young people are supported to be Healthy, happy and reach their potential							
Establish a service that is flexible and responsive within a spectrum of early intervention, effective and proportionate support and ensuring the protection of every child.	31/03/17	All Children's Service Teams relocated to new premises.	100%	N/A		Childrens Services	
		Service structure re-designed to create teams with multiple, clearly defined roles.	100%	N/A		Childrens Services	
		As part of re-design, increased evening and weekend working where needed.	100%	N/A		Childrens Services	
		Feedback from communities, service users and partners on information available on how to access support.	100%	N/A		Childrens Services	
Implement the changes outlined in the Children & Young People (Scotland) Act 2014, in relation to the Named Person provision.	31/08/16	Establish a named person service	100%	N/A		Childrens Services	
		Ensure sufficient information is shared with parents, carers & professionals in relation to the role of named person and how to make a complaint					
		Ensure that service is robust over the school holiday periods and that professionals, and parents know where to refer to.	100%	N/A		Childrens Services	
		Ensure Midlothian website is updated regularly with relevant information in relation to Named Person Service.	100%	N/A		Childrens Services	
- Effective and efficient use of resources							
Increase opportunities to work in collaboration with partners, Identify opportunities to work with voluntary agencies and local community groups, including resource-sharing and co-location, Identify opportunities for working more closely with partners at earlier stage and signposting to universal services.	31/03/17	Feedback from stakeholders and evidence of collaborative working practices.	To be established	N/A		Childrens Services	
		Evidence of co-location and resource sharing; feedback from stakeholders.	To be established	N/A		Childrens Services	
		Feedback from communities, service users and partners.	To be established	N/A		Childrens Services	

2016-17						
Actions	Due Date	Performance Indicator	Target	Baseline	Previous trend data	Team
Implement the changes outlined in the Children & Young People (Scotland) Act 2014 in relation to supporting care-experienced young people.	31/03/17	Establish a continuing care support structure which gives LAAC the right to stay in placement until the age of 21	.	N/A		Childrens Services
		Establish "advice, guidance and assistance" provision to care leavers up to the age of 26 where this is something that would be helpful to them.	100%	N/A		Childrens Services
Continue to promote active participation from our care experienced young people and to promote the work of the champions board through mentoring/work experience & leadership work	31/03/17	Attendance of Corporate Parents at Champions Board Meeting. Measure active participation in priorities set out in Corporate Parenting Plan?	Attendance figures.	N/A		Childrens Services
Improve educational outcomes of our looked after at home children.	31/03/17	How many qualifications each CEYP 16 year old gains.	UPS score for 15/16 will establish baseline	N/A		Childrens Services
		Number of CEYP continuing into 5th & 6th year.				Childrens Services
Implement alternative care arrangements for those young people who are at risk of secure care.	31/03/17	Reduce the number of young people in secure care	1	3		Childrens Services
Participation						
Improve mechanism for regular feedback from our staff and continuous improvement.	31/03/17	Staff survey feedback; Service user feedback	To be established	N/A		Childrens Services
Ensure that the service review provides a service that has a skilled and professional workforce who are able to appropriately respond to a wide range of needs and risk at the earliest opportunity	31/03/17	LAC/LAAC & CP figures remain below Scottish average.	To be established	N/A		Childrens Services
		Number of families receiving intensive support from early intervention team and reduce the duration of involvement.	To be established			Childrens Services
Increase opportunities for children and young people to provide feedback on their experiences of service provision, to improve the service provision for children and young people across Midlothian. Promote active participation from children and young people who are service users.	31/03/17	Feedback from service users on experience of using services.	To be established	N/A		Childrens Services

APPENDIX C: Midlothian Council Equality Impact Assessment



Information published by Midlothian Council can be provided on request in many of the community languages e.g. Cantonese, Punjabi, Urdu and also in large print, Braille, or audio tape. For more information please contact Midlothian Council on 0131 270 7500.

Lead contact:

Joan Tranent

Section A: Introduction

1. Title of policy, procedure or function being assessed

Children's Services Service Plan 2016-17

2. Divisions/organisations/groups involved in doing this Equality Impact Assessment

Education, Communities and Economy Directorate

3. Date started:

11 March 2016

Date completed:

11 March 2016

Section B: Information

4. Please describe the Policy, Procedure or Function you are impact assessing

The purpose of the Service Plan is to show the tasks and challenges for the service. This will provide direction to employees and an overview of the service's work plan to those within and out with the service. The plan will also show the link between individual staff performance and the Single Midlothian Plan, and team plans.

5. What information and consultation data do you have to inform your assessment? What does it tell you?

The plan was developed following consultation with service users and strategic partner agencies. The plan links to the Single Midlothian Plan whose priorities were reviewed following a major public consultation exercise.

6. Do you need more information or more consultation/engagement data?

- Do you need anything more:
 - i. to do this Equality Impact Assessment (EQIA)

- ii. to monitor or assess, in future, the impact of the policy/procedure or function you are EQIAing on people with different equalities characteristics
- Lack of data is not a sufficient reason to conclude there is no impact. It is insufficient to state that a policy will affect everyone equally without having considered the different barriers some people may encounter.

No further consultation is required to develop the plan. However, as part of the monitoring process to evaluate the effectiveness of the plan there will be a programme of continual engagement and consultation with stakeholders.

Section C: Assessment

Midlothian Council equality impact assesses on **all** of the characteristics in the shaded area below, so you should consider all of these in your assessment. If you want you can consider other groups as well.

Race (this includes ethnic or national origins, colour and nationality)

Disability (e.g. physical disabilities, sensory impairments, learning disabilities, mental health conditions or long-term illnesses)

Sex(male/female)

Age (all ages)

Sexual Orientation (gay man, gay woman/lesbian, bisexual, heterosexual/straight)

Religion or belief (including having no religion or belief)

Pregnancy and maternity (having just had a baby or being pregnant)

Gender reassignment or transgender status (a person who is proposing to undergo is undergoing or has undergone a process to change their sex)

Marriage and Civil Partnership

People experiencing poverty or at risk of poverty: (poverty may be simply defined as not having enough money to meet one's basic daily needs or to have the things that most people in the UK take for granted).

As you answer questions 7i. to 7iv. over the page:

a) Think about the policy, practice or function you are assessing and

- people with the above characteristics
- people associated with them (e.g. a parent or carer)
- people mistakenly assumed to have the above characteristics

Remember to consider impacts on staff as well as communities and customers.

Continued.../

b) Consider whether the above people are likely to have different needs, or be affected in different ways by what you are doing/proposing. e.g.

- People may need, or benefit from, information provided in a particular format, like large print or easyread.
- A queuing system which relies on people standing for long periods will make it very difficult for some people to use the service.

- Charging more for a service is likely to affect people from several of the groups in the shaded area above, as on average they have a lower income.
- Targeting an area of high poverty could leave people experiencing poverty outside the area even worse off in comparison

c) Consider the General Equality Duty requirements to pay due regard to the need to:

- eliminate discrimination, victimization, harassment or other local conduct that is prohibited under the Equality Act 2010 in relation to the characteristics listed in shaded area at the top of this page (except poverty)
- advance equality of opportunity between and foster good relations between people who share a characteristic in the shaded area and those who do not (except marriage and civil partnership and poverty)

7i. Note any positive impacts on the above equalities groups

Children’s Services deliver a range of services to all groups and make no differentiation. The Service often works with the most disadvantaged members of the public and through early intervention and prevention endeavours to provide positive impacts at all stages.

7ii. Note any negative impacts on equalities groups

None

7iii. How significant would this negative impact be, and what kind of numbers would be affected?

Not applicable.

7iv. Note any opportunities for making a positive impact on equalities groups.

The work of Children’s Service will make a positive impact on all groups with particular emphasis on those with a disability, those who are deemed to be at risk of abuse from either their parent or partner, those in poverty or at risk of poverty, looked after and looked after and accommodated children and young people and care experienced care leavers. Children, young people and their families on the Child Protection Register, children and young people at risk of exclusion, and those involved in Youth Justice etc.

Section D: Actions and Outcomes

Questions 8 and 9 below ask about actions which have been taken, or will be taken **as a result** of this Equality Impact Assessment (EQIA). Any pre-existing actions should be included in earlier sections.

8. Note any actions you will be taking as a result of this EQIA:

Think about what you can do to:

- minimise or remove any negative impacts, and
- maximise the opportunities for positive impacts

Through the work of the service there is a great emphasis on early intervention and prevention for equality protected characteristic groupings.

9. Please note any actions you have already taken as a result of this EQIA here.

A strategic assessment of deprivation across Midlothian was undertaken and identified the areas of most need. Work is ongoing to ensure that appropriate services are put in place for families to try and mitigate the risk of health and education inequalities and to ensure that children get the best start in life and eventually move into positive destinations once they leave education.

10. How will you track/monitor that the actions you mentioned in 8. have been achieved?

e.g. by adding them to a work plan, service plan etc.

The plan is monitored through quarterly scrutiny by the Director, Corporate Management Team and Elected Members. An annual report on progress is published on the Midlothian Council website.

11. If you have decided not to take any action please note why this is, and any justification, here.

A significant negative impact, even if it affects only a small number of people, should be addressed.

Not applicable

12. Is a more detailed assessment recommended?

No