

CABINET AGENDA

Tuesday, 19 December 2023 at 10.00 am in the Bridges Room - Civic Centre

From the Chief Executive, Sheena Ramsey

Item	Business
1	Apologies for absence
2	Minutes (Pages 3 - 10) Cabinet is asked to approve as a correct record the minutes of the last meeting held on 21 November 2023. Key Decisions
3	Community Asset Transfers of Gateshead Leisure Centre and Birtley Swimming Centre. (Pages 11 - 26) Report of the Director of Public Health and Strategic Director, Housing, Environment and Healthy Communities
4	Procurement and Contracts Report (Pages 27 - 40) Report of the Strategic Director, Corporate Services and Governance Recommendation to Council
5	Gateshead Local Area SEND Strategy and SEND Improvement Plan 2023-2026 (Pages 41 - 100) Report of the Strategic Director, Children's Social Care and Lifelong Learning Non Key Decision
6	Framework for Considering Applications from Independent Schools Applying to Move into the Maintained Sector (Pages 101 - 128) Report of the Strategic Director, Children's Social Care and Lifelong Learning

Contact: Kevin Ingledew, Tel: 0191 433 2142, Email: democraticservicesteam@gateshead.gov.uk, Date: Monday, 11 December 2023

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GATESHEAD METROPOLITAN BOROUGH COUNCIL

CABINET MEETING

Tuesday, 21 November 2023

PRESENT: Councillor M Gannon (Chair)

Councillors: J Adams, M Brain, A Douglas, L Green,
G Haley, J McElroy, M McNestry and B Oliphant

Also in attendance: Councillors C Buckley, L Kirton, R
Mullen and JC Wallace

C72 APOLOGY FOR ABSENCE

An apology for absence was received from Councillor C Donovan.

C73 MINUTES

The minutes of the meetings held on 24 and 31 October 2023 were agreed as a correct record and signed by the Chair.

C74 LOCAL TRANSPORT PLAN: CAPITAL PROGRAMME MID-YEAR UPDATE (NOVEMBER 2023)

Consideration has been given to an update on the Local Transport Plan (LTP) Capital Programme, which provides a summary of the progress that has been made and any changes to the programme that have occurred as it stands at the end of Quarter 2.

- RESOLVED -
- (i) That the revised programmes for 2023/24 as set out in appendices A and B to the report be approved, noting that there may be a need to review these as the year progresses in line with available resources.
 - (ii) That the Service Director, Highways and Waste, (and, in their absence, the Director of Environment & Fleet Management) be authorised to award the relevant works under the terms of the Highways, Drainage and Street Lighting Maintenance Contract.
 - (iii) That the Service Director, Climate Change, Compliance, Planning & Transport be authorised to make changes to the approved programme, following consultation with the Cabinet Member for Environment and Transport, as and when the need arises.
 - (iv) That the indicative integrated transport and maintenance programmes for 2024/25 as set out in appendices D and E to the report be approved as a basis for future planning.

The above decisions have been made to enable the design and implementation of transport schemes in support of the North East Transport Plan and the Council's policy objectives.

C75

LOCAL COUNCIL TAX SUPPORT SCHEME FOR 2024/25

Consideration has been given to recommending the Council to approve the Local Council Tax Support Scheme for 2024/25.

The alternative option to that being recommended, but which was discounted, included the adoption of a scheme, which offers less support by increasing the minimum contribution or more support to residents, by increasing at a greater rate the Council's commitment of resources.

RESOLVED - That the Council be recommended to:

- (i) approve the proposed scheme as set out in paragraphs 9 to 12 of the report; and
- (ii) give delegated powers to the Strategic Director, Resources and Digital to provide regulations to give effect to the scheme including publishing full details online.

The above decisions have been made for the following reasons:

- (A) To meet the statutory requirements of the Local Government Finance Act 2012 in relation the establishment of a framework for Localised Council Tax Support.
- (B) To mitigate the impact of the increased cost of living on Council Tax support claimants.
- (C) To mitigate the impact of funding reductions on Council finances.
- (D) To support the Council's "Thrive" agenda.

C76

TREASURY MANAGEMENT - PERFORMANCE TO 30 SEPTEMBER 2023

Consideration has been given to recommending the Council to note a review Treasury Management performance for the six months to 30 September 2023, covering investments and borrowing.

RESOLVED - That the Council be recommended to note the Treasury Management Performance to 30 September 2023.

The above decision has been made to contribute to sound financial management and the long-term financial sustainability of the Council.

C77

CAPITAL STRATEGY 2024/25 TO 2028/29

Consideration has been given to recommending the Council to approve the proposed Capital Strategy for 2024/25 to 2028/29, to support the framework used to set and monitor the Capital Programme.

RESOLVED - That the Council be recommended to approve the Capital Strategy for 2024/25 to 2028/29 as set out in appendix 2 to the report.

The above decision has been made to ensure that the Council fully complies with the requirements of good financial practice in capital accounting.

C78

CAPITAL PROGRAMME AND PRUDENTIAL INDICATORS 2023/24

Consideration has been given to the latest position on the 2023/24 Capital Programme and Prudential Indicators at the end of the second quarter to 30 September 2023.

RESOLVED - (i) That the Council be recommended to approve all variations to the 2023/24 Capital Programme as detailed in appendix 2 to the report.

(ii) That the Council be recommended to approve the financing of the revised programme set out in this report.

(iii) That it be confirmed to Council that capital expenditure and financing requirements have been revised in line with the amended budget and none of the approved Prudential Indicators set for 2023/24 have been breached.

The above decisions have been made for the following reasons:

- (A) To ensure the optimum use of the Council's capital resources in 2023/24.
- (B) To accommodate changes to the Council's in-year capital expenditure plans.
- (C) To ensure performance has been assessed against the approved Prudential Limits.

C79

REVENUE BUDGET - SECOND QUARTER REVIEW 2023/24

Consideration has been given to the latest monitoring position on the 2023/24 revenue budget at the end of the second quarter and to an administrative budget virement.

RESOLVED - (i) That the Council's revenue expenditure position at the end of the second quarter, as set out in appendices 1 and 2 to the report be noted.

(ii) That the administrative budget virement transfer of £1.415m for

supported housing as set out in the report and appendices be approved.

The above decisions have been made to contribute to sound financial management and the long-term financial sustainability of the Council.

C80

BUDGET 2024/25 - CONSULTATION ON REVENUE BUDGET PROPOSALS

Consideration has been given to consultation on the draft revenue budget cuts proposals for 2024/25.

- RESOLVED -
- (i) That the immediate commencement of consultation on the budget proposals set out in the report, to conclude on 15 January 2024 be approved.
 - (ii) That the findings of the consultation, together with a proposed budget for 2024/25 be considered at the Cabinet meeting on 20 February 2024, ahead of recommending this to Council on 22 February 2024.
 - (iii) That further budget related reports be received throughout the financial year, including the outcome of specific consultation and engagement on individual proposals.

The above decisions have been made for the following reasons:

- (A) To contribute to the good financial management practice of the Council.
- (B) To maintain the financial sustainability of the Council over the medium to long term.

C81

GATESHEAD INTERNATIONAL STADIUM - OPTIONS APPRAISAL UPDATE

Consideration has been given to an update on the progress made in the options appraisal for the Gateshead International Stadium (GIS).

- RESOLVED -
- (i) That the outcome of the stakeholder consultation process as set out in appendix 1, paragraph 12 and appendix 2 to the report be approved.
 - (ii) That the negotiations currently underway with Gateshead College be noted.
 - (iii) That ongoing further market investigation into a longer-term solution to put GIS (excluding sports pitches) to the open market to complement and enhance the education and sport offer be noted.
 - (iv) That the inclusion of GIS within the agreed procurement process for the operation of the Council's Leisure Centres be approved.

- (v) That a further report be submitted to Cabinet in June 2024.

The above decisions have been made for the following reasons:

- (A) To enable the development of a proposal which achieves the cost neutral objective to the Council.
- (B) To ensure that any future recommendations for the use of the GIS are made following a thorough options appraisal process to identify an approach, which achieves a net zero budget, whilst considering the impact this may have upon the facility users, community groups and those users who are protected under the Equality Act.

C82

INFRASTRUCTURE FUNDING STATEMENT

Consideration has been given to financial contributions the Council has secured through the Community Infrastructure Levy (CIL) contributions and Section 106 agreements from new developments for off-site infrastructure works and affordable housing and to the proposed Infrastructure Funding Statement for publication.

RESOLVED - That the Infrastructure Funding Statement as set out in appendix 2 to the report be approved and published on the Council's website by the end of December 2023.

The above decision has been made for the following reasons:

- (A) To comply with Community Infrastructure Levy Regulations.
- (B) To continue to ensure that developer contributions received are published and spent in a transparent manner.

C83

NOMINATIONS OF LOCAL AUTHORITY SCHOOL GOVERNORS

Consideration has been given to the nomination of Local Authority Governors to schools seeking to retain their Local Authority governor in accordance with The School Governance (Constitution) (England) Regulations.

RESOLVED - That the nominations set out below be approved for a period of four years from the date shown, in accordance with the Schools' Instrument of Government:

School	Nomination	Date from
Windy Nook Primary	Cllr Rachel Mullen	04/02/24
Bensham Grove Nursery	Cllr C Donovan	25/02/24
Rowlands Gill Primary	Mr J Park	14/11/23

The above decision has been taken to ensure the School Governing Body has full membership.

C84 **EXCLUSION OF THE PRESS AND PUBLIC**

RESOLVED - That the press and public be excluded from the meeting during consideration of the remaining items in accordance with paragraph 3 of Schedule 12A to the Local Government Act 1972.

C85 **SINGLE HOMELESSNESS ACCOMMODATION PROGRAMME (SHAP) FUNDING**

Consideration has been given to two bids for Single Homelessness Accommodation Programme (SHAP) funding from the Department for Levelling Up Homes and Communities (DLUHC) and Homes England.

RESOLVED - That the recommendations in the report be approved for the reasons set out.

C86 **BUS SERVICE IMPROVEMENT PLAN FUNDING**

Consideration has been given to the submission of the relevant statements of assurance and entering into funding agreements to access an allocation of funding in the combined sum of £8,956,626 from the Bus Service Improvement Fund, to enable implementation of a pocket park and ride and bus priority schemes in Gateshead.

- RESOLVED -
- (i) That the Service Director of Climate Change, Compliance, Planning and Transport, be authorised to approve the terms of the Grant Agreements with North East Combined Authority (NECA) as accountable body, for funding to support the detailed design and development of the Gateshead Bus Service Improvement Plan (BSIP) Tranche 1 and Tranche 2 schemes listed in appendices 2 and 3 i of the report, following consultation with the Strategic Directors, Resources & Digital and Corporate Services & Governance.
 - (ii) That the Strategic Director, Economy, Innovation and Growth be authorised to submit such statements of assurance as necessary for the Gateshead Bus Service Improvement Plan (BSIP) schemes listed in appendices 2 and 3, to secure funding approval from the North East Joint Transport Committee, following consultation with the Portfolio holder for Environment & Transport and the Strategic Directors, Resources & Digital and Corporate Services & Governance.

The above decisions have been made to enable the implementation of the Gateshead schemes which may receive a funding allocation from the Bus Service Improvement Plan Fund.

DISPOSAL OF LAND AT ASKEW ROAD WEST, GATESHEAD

Consideration has been given to the disposal of 2.56 hectares (6.33acres) of land at Askew Road West, as shown edged black on the plan attached to the report, for housing development and to the proposed highway works to facilitate this development as set out in appendix 1 and as shown in appendices 4 and 5 to the report.

- RESOLVED -
- (i) That the disposal of the freehold interest of the subject site to Keepmoat Homes for a purchase price of the amount set out in the report be approved, subject to the grant of planning permission and further site investigations
 - (ii) That the Strategic Director, Economy, Innovation & Growth following consultation with the Leader of the Council, be authorised to negotiate a revised purchase price if necessary following further site investigations.
 - (iii) That the proposed highway works to facilitate this development as set out in appendix 1 and as shown in appendices 4 and 5 to the report, at an estimated cost of £3m be approved.

The above decisions have been made for the following reasons:

- (A) To dispose of an asset and realise a capital receipt.
- (B) To enable development of 90 new homes in Gateshead.

Copies of all reports and appendices referred to in these minutes are available online and in the minute file. Please note access restrictions apply for exempt business as defined by the Access to Information Act.

The decisions referred to in these minutes will come into force and be implemented after the expiry of 3 working days after the publication date of the minutes identified below unless the matters are 'called in'.

Publication date: 22 November 2023

Chair.....

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TITLE OF REPORT: **Community Asset Transfers of Gateshead Leisure Centre and Birtley Swimming Centre**

REPORT OF: **Colin Huntington, Strategic Director of Housing, Environment and Healthy Communities**
Alice Wiseman, Director of Public Health

Purpose of the Report

1. To provide an update on the progress of the community asset transfers of both Gateshead Leisure Centre and Birtley Swimming Pool, declare the properties surplus to the Council's requirements and agree to the Community Asset Transfer of the properties, subject to conditions being satisfied.

Background

2. On 25 October 2022, Cabinet considered a report advising that the existing delivery model for Leisure Services was no longer affordable and agreed to explore the rationalisation of leisure centres. A comprehensive consultation process followed to understand the impact of any leisure centre closures on users and local communities to influence a final evaluation exercise on which leisure centres should remain open and be included within the procurement process, and which should be considered for closure.
3. The outcome was reported to Cabinet on 24 January 2023 together with a recommendation to close Gateshead Leisure Centre and Birtley Swimming Centre on 31st March 2023, whilst at the same time continuing discussions with organisations that had expressed an interest in exploring community asset transfers. However, as Birtley Swimming Centre had not previously been identified as a facility that was at risk of closure, Cabinet agreed to
 - a) reopen the public consultation informing the review for at least three months to invite new representation, particularly from the Birtley and Lamesley communities and users of Birtley Swimming Centre,
 - b) explore the viability of the potential to transfer the management of any of Dunston Leisure Centre, Gateshead Leisure Centre, Birtley Sports Hall and Birtley Swimming Centre on a Community Asset Transfer basis.
 - c) receive a further report at the end of this further period of consultation with the final outcome of the Review, including any proposals for Community Asset Transfer of one or more of the four facilities mentioned above.
4. At its meeting on 20 June Cabinet considered a further report on the outcome of the further period of public consultation which also set out progress that had been made with the community organisations which were interested in taking a Community Asset Transfer of Gateshead Leisure Centre and Birtley Swimming Centre. As a result, it was agreed to close these buildings on 21st July 2023 and continue to explore potential Community Asset Transfers with community organisations for a further 6-month period to 31 December 2023.

5. Gateshead Leisure Centre and Birtley Swimming Centre were closed on 21st July 2023 and arrangements were put in place to secure and maintain them. The pools at both sites are some of the oldest out of all the centres, and therefore to minimise the risk of problems and costly repairs, which could delay a transfer, the pools were not drained. This was to help with a quick reopening should the community organisations be in a position to take on the running of the facilities and, the pools have continued to be treated, but not heated and filtered. Suitable security arrangements have also been put in place to protect both assets and prevent damage that could delay a transfer and reduce opportunities for anti-social behaviour.

Community Asset Transfer

6. The community asset transfer of the buildings in question will be a huge undertaking by the community organisations, as the operation of these facilities is extremely complex. Not only will a number of staff need to be employed but the groups will also be dealing with substantial sums of money. In addition, the health and safety risks associated with the activities are far greater than with any building the Council has transferred so far, so the groups will be taking on a greater responsibility for the public using the buildings. It is therefore essential to ensure the organisations operating such complex buildings not only fully understand what is needed to get the facilities reopened but that they are also suitably set up and run in a way to help ensure they will be sustainable and be able to keep the buildings operating safely and provide appropriate services to the community once open.
7. With this in mind, a number of officers from a range of disciplines have been meeting fortnightly with each group since February 2023 and have also:
 - a) Facilitated meetings with Councillors, local community groups with experience of taking over local swimming pools and the Councils leisure consultants. Meetings have also been facilitated on specialist areas including finance, energy, pool and plant operations and governance arrangements.
 - b) Provided huge amounts of information, data and guidance including financial information, job profiles, plans, site information, council policy documentation, operational information, contract details etc.
 - c) A half day community asset transfer workshop, with a number of Service Directors presenting on expectations and requirements of any organisation operating a leisure centre, covering topics such as IT, Human Resources, Building Compliance, etc. Various other officers were also in attendance and available for one-to-one discussions with the groups.
 - d) Facilitated visits and meetings at the sites to discuss plans with the groups and their potential contractors.
 - e) Developed and shared a community asset transfer readiness evaluation matrix to enable both organisations and the key officers to track progress being made and to provide transparency to help everyone to understand what work is required prior to any transfer being undertaken.

Current Position

8. Huge progress has been made with both groups and they should both be commended on the work they have done so far toward the completion of a community asset transfer. However, it is clear that as the detailed implications arising from the complex nature of the buildings have unfolded, that neither group is yet in a position to take a transfer of their respective building and open them to the public. It is considered by the officer

working group that the possibility of transferring the buildings to the groups is achievable in the future. A summary of the current position with each organisation is set out in Appendix 2.

9. Both groups have been asked for a variety of documentation over the last few months to evidence the sustainability of their proposals and the readiness of their organisation to take on the management of these substantial buildings e.g., business plans, financial forecasts, prestart plans, operational plans, risk assessment registers etc. But neither have provided a complete suite of documentation that currently satisfies the officer working group. Detailed feedback is regularly being provided to the groups about how the documentation is lacking.
10. Given the risks involved, it is proposed that the Director of Public Health in consultation with the Strategic Director, Corporate Services and Governance, Strategic Director, Resources and Digital, the Leader, Deputy Leader along with Portfolio holders be requested to approve the business plans and other documentation provided by the groups before the transfers are allowed to proceed. A detailed list of evidence and documentation that is considered necessary before the community asset transfer takes place is set out in Appendix 3.
11. In terms of timescale, Birtley Aquatics, the organisation interested in taking Birtley Swimming Pool were originally working towards reopening the facility in March 2024, but are now looking to reopen in September 2024 due to a shortage in funding required to open the site. Gateshead Active, the organisation interested in taking Gateshead Leisure Centre were aiming to reopen the building by 31 December 2023, but this is considered not to be achievable, and an alternative date is currently being discussed.
12. Draft Heads of Terms have been sent to each of the organisations proposing that the area shown edged in black on the attached plans be included in the lease, although it is possible some minor boundary changes may occur before the leases are completed. A 50-year lease is being suggested with 5 yearly rent reviews (based on nett profit) subject to an initial 5 year rent free period. As a precautionary measure, the lease terms also include provision for the Council to recover the properties in the event of the ventures failing.

Proposal

13. It is proposed that subject to the Director of Public Health being satisfied that the documentation set out in Appendix 3 is suitably completed, that Birtley Swimming Pool and Gateshead Leisure Centre be declared surplus to the Council's requirement to facilitate the grant of a 50-year lease, subject to the provisos above, to Birtley Aquatics and Gateshead Active respectively, pursuant to the Community Asset Transfer policy.

Recommendations

14. It is recommended that Cabinet:
 - i. Declare the Birtley Swimming Pool and Gateshead Leisure Centre surplus to the Council's requirements,
 - ii. Approve in principle to the Community Asset Transfers progressing, subject to the Director of Public Health, in consultation with the Strategic Director Corporate Services and Governance, Strategic Director, Resources and

- Digital, the Leader, Deputy Leader along with Portfolio holders, being satisfied that the conditions set out in Appendix 3 of this report have been met; and
- iii. Authorise the Strategic Director, Housing, Environment and Healthy Communities to grant a 50-year lease of Birtley Swimming Pool to Birtley Aquatics and Gateshead Leisure Centre to Gateshead Active pursuant to the Council's Community Asset Transfer policy.

For the following reasons:

- i. To manage resources and rationalise the Council's assets in line with the Corporate Asset Strategy and Management Plan.
- ii. To enable the community asset transfers to progress at a future date.
- iii. To create and develop sustainable places and communities in line with Gateshead Health and Wellbeing strategy.

CONTACT: Andrea Tickner / Michael Lamb

extensions: 5595/5513

Policy Context

1. The proposal supports Thrive and is in line with the Corporate Plan, Corporate Asset Strategy and Management Plan, Health and Wellbeing Strategy and Community Asset Transfer Policy.

Consultation

2. In preparing this report consultations have taken place with the Leader, Deputy Leader, Portfolio Holders and Ward Councillors for Saltwell, Birtley and Lamesley.

Alternative Options

3. The option of retaining the properties has been discounted as ongoing operation and maintenance of the facilities is unaffordable.

Implications of Recommended Option

4. Resources:

a) **Financial Implications** - The Strategic Director, Resources and Digital confirms there will be a reduction in the holding costs for both these facilities.

b) **Human Resources Implications** - There are no direct staffing implications arising from the recommendations in this report.

c) **Property Implications** - The grant of a lease of this property will result in a reduction in the Council's operational property portfolio and reduce operational costs.

5. **Risk Management Implication** – The risk management implications are being managed as part of the overall project, to reasonably mitigate risks to the Council arising from both the initial transfer of the buildings in question to the community organisations, and the longer-term operation by those organisations. These mitigations have been applied during the joint working between the Council officers and the community groups and are set out throughout the report.
6. **Equality and Diversity** - Integrated Impact Assessments were completed when the Council made the decision to close both facilities on 20 June 2023. The re-opening of both these sites has the potential to have a positive impact on equalities and diversity as evidenced through the community engagement and policies developed by the groups.
7. **Crime and Disorder Implications** - The grant of a lease of this property will reduce opportunities for crime and disorder, especially vandalism and theft.
8. **Health Implications** – There are positive health implications arising from this report, as the activities provided by the tenant will provide both physical and mental health benefits to people who participate in the activities delivered.

9. **Climate Emergency and Sustainability Implications** - The future grant of a lease will reduce the level of the Council's operational maintenance, which will subsequently result in a reduction in the Council's carbon footprint.
10. **Human Rights Implications** - There are no implications arising from this recommendation.
11. **Ward Implications** – Saltwell and Birtley.
12. **Background Information** – Cabinet reports 25 October 2022, 24 January 2023, and 23 June 2023.

Birtley Swimming Pool

The organisation

Two swimming clubs, Gateshead and Whickham Swimming Club and Birtley Swimming Club along with regular pool users have come together to form Birtley Community Aquatics Centre.

Proposal – a community swimming pool – providing swimming for clubs, lessons for schools, disabled users, and the public as well as leisure swimming, aquafit, soft play and a café.

Approach

- Governance - The group has worked closely with both Council officers and Connected Voice. The organisation is run by 7 trustees with a range of appropriate knowledge. They have divided the work into 6 project area, and subgroups with a mixture of representatives from the Trustees Board and specialist members from the community to move these areas forward. They are well organised meet regularly with individual trustees being responsible for reporting progress in their project area. They also recognise that as the work on the asset transfer progresses, new subgroups may form, and existing ones may complete their work so will cease. The Group has submitted an application to the Charity Commission to become a CIO.
- Community engagement – the group are actively engaged with the public through monthly meetings and regular blogs/ newsletters, local businesses, and local schools.
- Timetables have been developed for both term time and school holidays which has helped not only how they can make the best use of the pools at all times, and how to maximise income while minimising staffing costs but also to encourage more people to use the facilities.
- Thrive – It is clear from the group's current business plan that the proposals will help deliver the Councils Thrive agenda, but the group still has work to do on articulating this aspect within its business plan. They are currently creating a Friends of Group so that volunteers can be actively involved.

Financial

- The group has worked very closely with both the Councils leisure centre manager and also the manager from Elswick Pool, a similar sized facility in Newcastle that was transferred to a Trust to predict income and expenditure. They have identified ways to reduce the number of staff needed and how to make better use of them.
- They have identified that they need to have at least £100k to open and have methodically approached fund raising from a variety of sources – they have raised £29k so far but have identified other funding streams for at least another £50k but will need their CIO status before they can apply for this. They are also planning to offer membership packages to large employers in the area to generate income.

Risk

- Birtley Aquatics are working to minimise risk to both themselves as an organisation and to future users of the facility. Their CIO status has recently been confirmed, further reducing the risk, the group are hoping this status will help them obtain the

funding they need to open the facility. To give them more time to secure this funding they are now looking to a September opening.

- They have recently added a new member to their project team and have invited him to become a trustee, who has specialist knowledge and experience in relation to the operational maintenance and water treatment activities associated with the pools. This will add valuable experience but also help to mitigate risks around pool and plant operations.

Gateshead Leisure Centre

The Organisation

Gateshead Active Ltd was formed by local Councillors alongside local residents as soon as they became aware of the potential closure of Gateshead Leisure Centre.

Proposal

To improve the health and well-being of people living in Gateshead through the provision of opportunities for physical activity, recreation and social interaction.

Approach

Governance - The group engaged consultants, Social Enterprise Acumen who set them up as a company limited by guarantee, which is run by 3 directors and a supporting committee of 9 members. The committee has a wide range of experience, including management of leisure services, events, working with the local community, high level and financial management, knowledge of the local community, links with various sports clubs etc. The group has submitted an application to the Charity Commission to become a CIC, but their application is still outstanding. The group meets regularly with its board and appointed trustees.

Community Engagement – the group held an open evening on 24 February 2023, which was attended by 107 people plus children and have since set up a website/ Facebook page which they use to provide the public with regular updates. They have met with the NHS to confirm that the leisure Centre could be used for social prescribing work and have consulted with both the Jewish community and Gateshead Older People’s Assembly about the needs of these groups.

Timetables – the group have worked closely with Councils leisure centre manager and have more recently engaged leisure consultants Right Directions to develop a range of procedures and other documentation.

Thrive – It is clear from discussions with the group, that their intention is that their proposals will help deliver the Councils Thrive agenda, and their business plan is currently being updated to better reflect this.

Financial

- The group has identified that it needs some funding to open the facility, its funding relies on two main sources – a Community Loan of £200k to support running costs for the first 3 years and an investment from the Corporation Club who have recently sold their premises and will be running a sports bar from the Leisure Centre.
- The financial forecasts provided need additional explanation to understand how the Income and Expenditure relate to their business model and the assumptions they have made.

Risk

Gateshead Leisure Centre is a very large and complex building made up of extensions to the original swimming pool that was opened in the 1930's. The range of activities that can be delivered from the centre add to the level of complexity if not operated by an experienced organisation.

- Gateshead Active are keen to proceed prior to obtaining their charitable status as the funding they are due to receive from the Corporation Club is time limited and it's possible that the income they have forecast to receive from events to be held next years may be lost. This means they run the risk of not obtaining their charitable status and therefore not being eligible to apply for various funding pots or obtain rate relief which will add further financial pressure in the longer term.
- The group have decided to employ a small number of staff with specialist knowledge at risk in order to complete their business plan and operational plan.
- The group currently do not plan to fund the longer-term strategic maintenance and will consider this further when they are up and running.
- The group wish to make changes to the building by creating new entrances within the Gym and also the existing Creche (which will become the ultimate home of the Corporation Club and these changes will require appropriate licensing and building regulation approval. The group have decided to delay these changes until after they have opened the building.
- Gateshead Active do not currently have registration with the Charities Commission and this could impact on their ability to secure future funding. Failure to achieve this registration could also lead to the Council revoking the lease.

Documentation and Evidence Required, Along with Criteria to be Met.Business Plan

Should clearly set out the following:

- the organisations aims and objectives,
- governance arrangements – including who trustees are and what experience they bring, what each are responsible for now and moving forward, decision making processes.
- What services are to be provided from the building?
- Staffing structure, with job profiles
- Market analysis
- Partnerships and key relationships for example with any sub-contractors
- The approach being taken to all aspects of running the building/ operation - HR, compliance, community engagement etc (these can be provided in a suite of associated documents with a brief summary if preferred).
- Funding – capital and revenue – what's needed, why and where is coming from.
- Detail on approach to how the long-term strategic maintenance issues will be addressed and detail on the capital investment that will be required.
- Community engagement plan

Financial Forecast

Detailed income and expenditure with explanatory notes to show how each item has been calculated. Detail on all sources of income including grants, start-up capital etc.

Pre-Launch plan – comprehensive timetabled list of what been done so far and what is still left to do – showing which trustee/ director is responsible for delivering which area. A Gant chart would be useful to see interconnections/ inter dependencies – should include community engagement, marketing, recommissioning, fitting out for IT, training etc.

Policies & Procedures

Identification of all the policies and procedures required for the operation of the facility, with all completed prior to any opening of a facility.

Risk register – detailed risk register to clearly show groups understanding of what the risks are, what action is needed to reduce the risk and the implications of not doing this etc.

Council Strategies

How services support/ help deliver Council Thrive Agenda/ Health and Wellbeing Strategy / Physical activity Strategy. Specifically what activities are planned to do this and how will they help achieve these strategies / how will you measure the outcomes.

Opportunities for volunteers, training, apprentices etc. community inclusion, different ages, physical abilities, etc.

Reviews

Groups management meetings to be attended by two officers from the working group to review and assess their approach, decision making process, knowledge and understanding, of the process and responsibilities when the transfer is complete.

Regulatory Arrangements

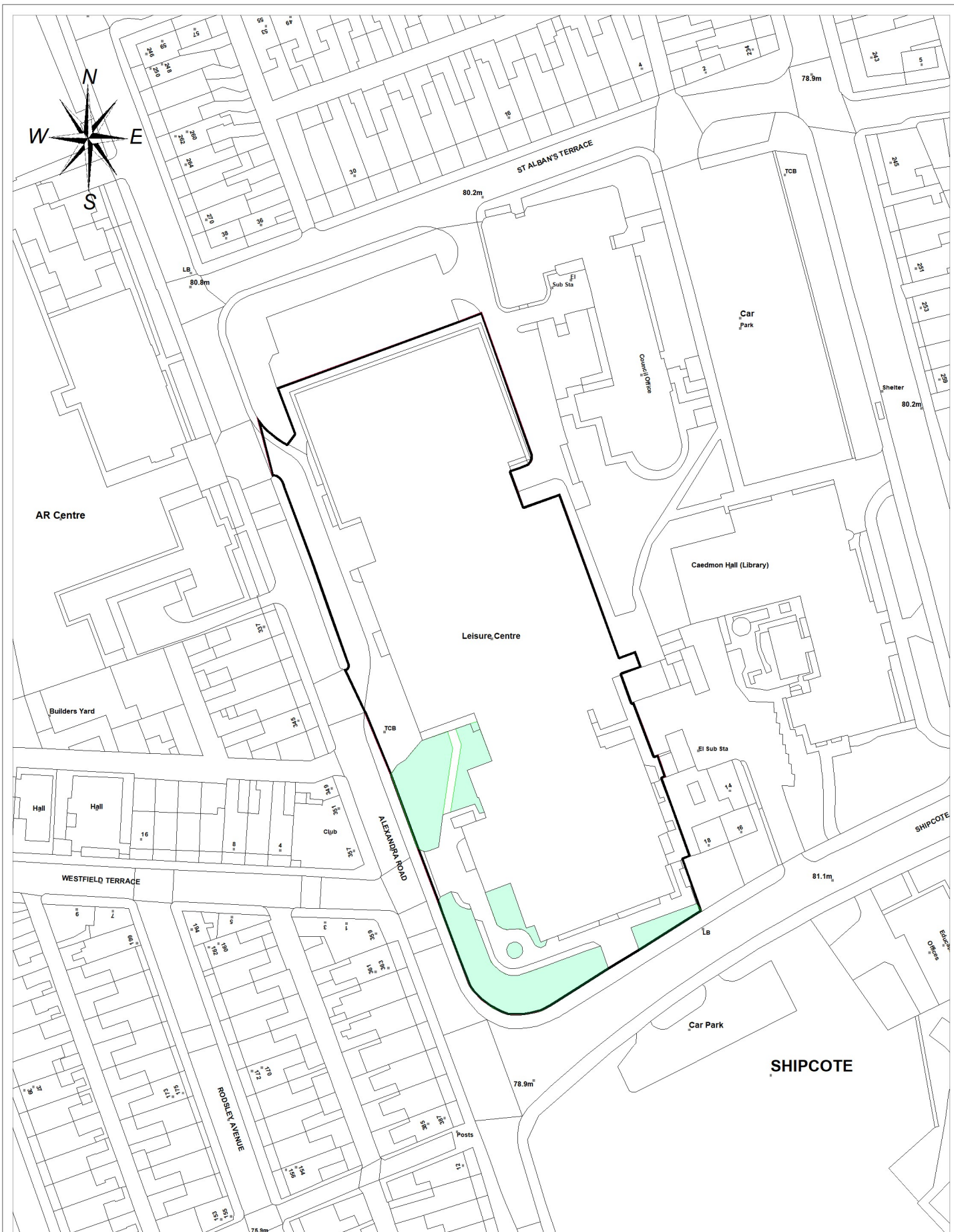
Details of all premises and entertainment licences required for the planned operation of the building, along with relevant building control requirements and any pre-planning applications.


Sub-Letting Arrangements

Details of any sub-letting arrangements in accordance with the lease.

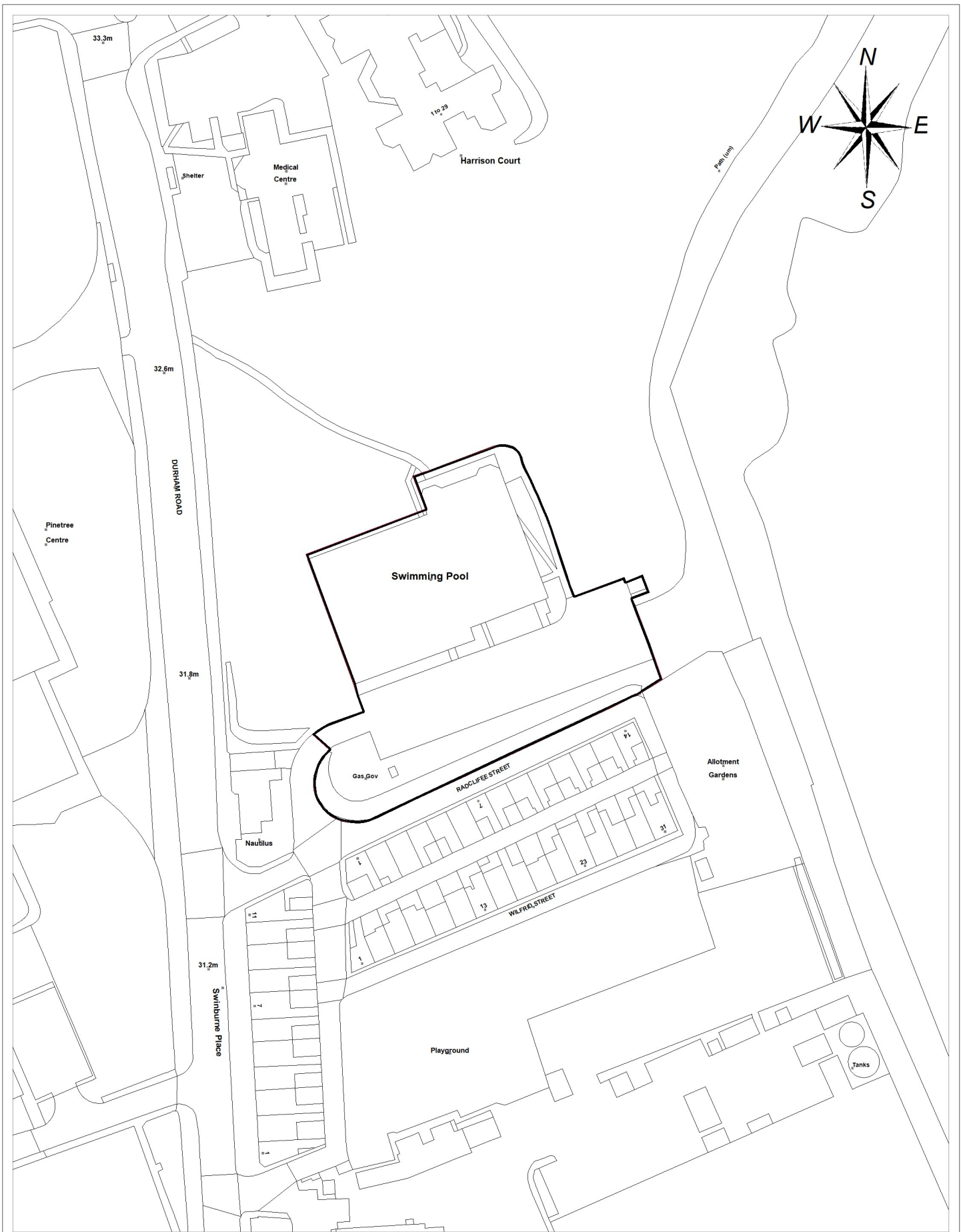
Charitable Status


Evidence of registration with the Charities Commission or plan to achieve this within six months.



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Page 23				<small>Major Projects and Corporate Property Economy Innovation and Growth</small>

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TITLE OF REPORT: Procurement and Contracts

REPORT OF: Mike Barker, Strategic Director, Corporate Services and Governance

Purpose of the Report

1. Cabinet is asked to consider and approve the procurement and award of the contracts listed in Appendix 2.

Background

2. On 21st May 2019, Cabinet agreed that a procurement and contract report would be considered by Cabinet approximately twice per year. This was a move away from the previous process where approval to award contracts or to invite tenders for contracts that exceeded £250,000 in value were sought on a contract-by-contract basis.
3. This report is in line with the National Procurement Policy Statement that was issued by Government in June 21 setting out a number of strategic priorities for public procurement and describing how Contracting Authorities can support their delivery.
4. One of the principles is that public sector organisations with a spend of £200m or more should publish annual pipelines of their planned procurements and commercial activity looking forward at least 18 months but ideally 3 to 5 years.
5. Under the current short term financial settlement and grant funding arrangements, it is difficult to plan procurement activity 3 to 5 years ahead other than the recurring contracts for commodities and some services, however the proposed procurement activity listed in appendix 2 includes all known activity for the next 18 months and following Cabinet approval will be published as the Council's annual procurement pipeline. There will inevitably be projects undertaken or services funded as a result of funding bids, which do not align to these timescales, and Cabinet will be updated accordingly within the twice-yearly reports.

Proposal

6. The contracts listed in Appendix 2, table 1, are all new requests, which Corporate Procurement have received since the last report to Cabinet (not all values have been determined at this stage).
7. Some of the contracts exceed £250k in value and therefore require Cabinet approval, however some are of a lesser value and are included within this table to provide

Cabinet with an overview of all of the procurement activity that is currently either planned or underway.

8. It is proposed that following approval by Cabinet, the contracts listed in Appendix 2 will form the basis of the Councils' Procurement Pipeline and are published accordingly.

Additional Information

9. Appendix 2 includes 4 tables to provide Cabinet with an updated picture of all current and recently concluded procurement activity.

10. This information enables Councillors to feed into processes that are not yet complete, obtain further information from the appropriate Service Director, or to ensure that Council priorities are adequately built into procurement activity from the outset.

11. The information provided is set out in tables as follows:

Table 1	Provides information on new contracts which have been received by Corporate Procurement and require approval by Cabinet, please note not all values can be determined at this stage and some may exceed £250k.
Table 2	Provides progress on contracts that have previously been reported to and approved by Cabinet;
Table 3	Provides information on contracts that have previously been approved by Cabinet and have been awarded;
Table 4	Provides an update on contracts that have been awarded through a direct award, existing framework, an extension of current contract, or are no longer required.

12. Cabinet is asked to note that as some of the contracts are not required immediately and some are at the very early planning stage, therefore initial information may not be complete as, for example, the contract value may not yet be known, or may be based on previous contract information, which will be updated before the contracts are advertised; and/or the route to market may not yet have been determined. There is also a possibility that some of the proposed procurements may not progress. All information provided will be updated within the next report to Cabinet.

Recommendations

13. It is recommended that:

- (i) The Service Director, Corporate Commissioning and Procurement be authorised to:
 - a. invite or negotiate tenders, or,
 - b. conduct other procurement processes,
 - c. to complete the relevant processes where they have already begun) in respect of the contracts listed in Appendix 2
 - d. to award the relevant contracts to the tenderers submitting the most economically advantageous tenders (or otherwise proving successful in accordance with other procurement processes) in accordance with the Contract Procedure Rules;
- (ii) Cabinet continues to receive an updated report twice per year;
- (iii) Following Cabinet approval, the procurement activity set out in Appendix 2 will form the basis of the Council's Procurement Pipeline and will be published on the internet.

For the following reasons:

- (i) To enable the procurement of goods, works and services required for the efficient and effective delivery of services.
- (ii) To enable Cabinet to be updated with progress and changes to the procurement forward plan.
- (iii) To comply with the National Procurement Policy Statement.

CONTACT: Andrea Tickner

extension: 5995

Policy Context

1. To deliver efficient and effective services, and the Council's Thrive agenda it is necessary for the Council to procure a wide variety of goods, works and services from a range of external organisations in accordance with the current Corporate Commissioning and Procurement Strategy and Council Constitution.

Background

2. Procurement activity exceeding specific financial thresholds must comply with the Public Contract Regulations 2015 amended by Public Procurement (Amendment etc) (EU Exit) Regulations 2020.
3. The Council's Contract Procedure rules set out a framework within which all procurement activity must be undertaken and implement the above Regulations.
4. On 21 May 2019, Cabinet approved amendments to the Contract Procedure Rules that require approval of Cabinet for all contracts exceeding £250,000 to:
 - “2.1 invite or negotiate tenders, or conduct some other procurement process and to award the Contract to the tenderer(s) submitting the most economically advantageous tender(s) as determined by the Service Director, Corporate Commissioning and Procurement, in accordance with the stated terms of the tender or other process, or:
 - 2.2 subsequent to the conduct of a tendering process or other procurement process to award the Contract to the tenderer(s) submitting the most economically advantageous tender(s) in accordance with the stated terms of the tender or other process.”
5. Prior to this date Cabinet approval was only required for 2.2 above. Councillors were not always aware of the procurements that were planned, and therefore had limited input into the scope and content of contracts, or proposed route to market. The effect was that Cabinet had no input until the tender or procurement process had identified the preferred bidder.
6. The revised Contract Procedure Rules are designed to be more flexible by not requiring specific processes to be carried out based on value alone and will enable Cabinet members to influence specific contracts by contacting the Service Director, Corporate Commissioning and Procurement to discuss any aspects of contracts before the procurement processes commence.

Consultation

7. Consultation has taken place with Service Directors to identify their future requirements as set out in appendices 2 and 3. In many instances a procurement working group has been established to oversee the procurement and comprises officers who have appropriate technical expertise in relation to the subject matter of the procurement and they too will have been consulted.

8. Prior to issuing tenders or commencing other procurement processes, varying degrees of market engagement routinely takes place.

Alternative Options

9. For each contract, a range of options are considered as part of the procurement process and the options can include:
 - 5.1 whether or not works and services can be delivered via a directly employed workforce (i.e.in-house), in which case no procurement activity will be undertaken;
 - 5.2 a range of routes to market (including obtaining tenders, use of existing procurement arrangements, procuring collaboratively with other organisations, using frameworks established by other organisations, directly awarding contracts where it is appropriate to do so, etc);
 - 5.3 whether a simple quotation or other process can be used rather than a comprehensive tender process;
 - 5.4 the actual procedure to follow where the contract exceeds the threshold (open tender, restricted tender, dynamic purchasing system, process using negotiation etc.).

Implications of Recommended Option

10. Resources:

- a) **Financial Implications** – The Strategic Director, Resources and Digital will be asked to confirm that budgetary provision is available prior to any tender being issued and/or contract being awarded.
- b) **Human Resources Implications** – In the event that there are potential human resource implications that may result from a procurement process (e.g. TUPE may apply), advice will be sought from the Service Director, Human Resources and Workforce Development.
- c) **Property Implications** - In the event that there are potential property implications that may result from a procurement process advice will be sought from the Strategic Director, Housing, Environment and Healthy Communities.

11. Risk Management Implication -

Each contract will be subject to various risk assessments including health and safety, financial, and where appropriate safeguarding on a contract by contract basis. Processes have also been implemented to try to minimise the risk of procurement challenges.

- 12. Equality and Diversity Implications -**
Each contract will be considered in terms of equality and diversity implications prior to the procurement process commencing. Services will complete an Integrated Impact assessment where appropriate to assess equality impact of their procurement activity. The use of the Corporate Social Responsibility Pledge will also communicate the minimum equality and diversity standards that the Council requires from its supply chain and the use of the Social Value Toolkit will help to address equality and diversity issues across the Borough.
- 13. Crime and Disorder Implications –**
Each contract will be considered in terms of crime and disorder implications prior to the procurement process commencing.
- 14. Health Implications -**
Each contract will be considered in terms of health implications prior to the procurement process commencing. The use of the Corporate Social Responsibility Pledge will also communicate the minimum health implication standards that the Council requires from its supply chain and the use of the Social Value Toolkit will help to address health issues across the Borough.
- 15. Climate Emergency and Sustainability Implications -**
Each contract will be considered in terms of sustainability implications prior to the procurement process commencing. The use of the Corporate Social Responsibility Pledge will also communicate the minimum sustainability standards that the Council requires from its supply chain and the use of the Social Value Toolkit will help to maximise sustainability outcomes.
- 16. Human Rights Implications -**
Each contract will be considered in terms of human rights implications prior to the procurement process commencing. The use of the Corporate Social Responsibility Pledge will also communicate the minimum human rights standards that the Council requires from its supply chain.
- 17. Ward Implications -**
Each contract will be considered in terms of ward implications prior to the procurement process commencing.
- Background Information**
18. The report to Cabinet on changes to the Constitution on 21 May 2019, Corporate Commissioning and Procurement Strategy, Corporate Social Responsibility Pledge, National Procurement Policy Statement and Gateshead Social Value Toolkit have all been relied on in the preparation of this report.

Cabinet List
Date: Dec 2023

Table 1: The following contracts are New Requests which have been received by Corporate Procurement and require approval by Cabinet, please note not all values have yet been determined

Contract Name	Annual Value	Total Contract Value	Service Director	Council Group
Drug & Alcohol Testing on Behalf of FDAC NE	£23,800	£83,300	Andrea Houlehan	Childrens Social Care & Lifelong learning
Framework for At Home Tutors	£320,000	TBC	Suzanne Dunn	Childrens Social Care & Lifelong Learning
Framework for Permanent Recruitment	TBC	TBC	Michelle Brown	Corporate Services and Governance
Regional Legal Services Framework	TBC	TBC	Angela Simmons-Mather	Corporate Services and Governance
Support Services for MetroGreen Delivery	£35,000	£35,000	Peter Udall	Economy, Innovation and Growth
Destearning feasibility study (QE Hospital)	£126,000	£126,000	Peter Udall	Economy, Innovation and Growth
Property Agency Support for Baltic Quarter	£65,000	£65,000	Peter Udall	Economy, Innovation and Growth
Forest School Provider	£45,000	£45,000	Peter Udall	Economy, Innovation and Growth
Publicity and Marketing for Road Safety Great Britain North East	TBC	TBC	Anneliese Hutchinson	Economy, Innovation and Growth
Ecological Consultants	£40,000	TBC	Anneliese Hutchinson	Economy, Innovation and Growth
Sustainable Transport Support	£45,000	£45,000	Anneliese Hutchinson	Economy, Innovation and Growth
Bin Lorry CCTV System	£28,490	£28,490	Colin Swinney	Housing, Environment and Healthy Communities
Hire of Paving including Driver	£80,000	£160,000	Colin Swinney	Housing, Environment and Healthy Communities
Parking Payment Machines	£45,000	£180,000	Colin Swinney	Housing, Environment and Healthy Communities
Supply and Delivery of Grant Foundations Furniture to the community	£42,000	£128,000	Kevin Scarlett	Housing, Environment and Healthy Communities
English Language Learning & Integration Activities for Refugees & Asylum Seekers	£32,985	TBC	Neil Bouch	Housing, Environment and Healthy Communities
Saltwell Park Concessions	-£25,000	-£100,000	Phil Hindmarsh	Housing, Environment and Healthy Communities
Providing trees, ground preparation, tree planting and maintenance	£175,000	£350,000	Phil Hindmarsh	Housing, Environment and Healthy Communities
Purchase of Skips	£45,000	£45,000	Phil Hindmarsh	Housing, Environment and Healthy Communities
Home Care	£3,000,000	TBC	Helen Ramsden	Integrated Adults and Social Care
Provision of support for carers	TBC	TBC	Helen Ramsden	Integrated Adults and Social Care
School and Passenger Travel Care System	£27,000	£108,000	Helen Ramsden	Integrated Adults and Social Care
Residential and Non Residential school placements (NE12)	£9,000,000	£45,000,000	Helen Ramsden	Integrated Adults and Social Care
Readers at Home Book Delivery Service	£18,000	£72,000	Andy Graham	Public Health and Wellbeing
Regional Contract for In Patient Detox Facility (Redcar & Cleveland as Lead/Awarding Authority)	£62,000	TBC	Andy Graham	Public Health and Wellbeing
NHS Health Checks (Possible Pilot)	£130,000	TBC	Andy Graham	Public Health and Wellbeing
Assysted Managed Service for Library MIS	£6,500	£14,625	Andy Graham	Public Health and Wellbeing

Storage Area Network (SAN) Hardware and Software Refresh and Maintenance	£130,000	£500,000	Joanne Morgan	Resources and Digital
Corporate Adobe Enterprise Licences	£60,000	£120,000	Joanne Morgan	Resources and Digital
Corporate SMS Contract	£8,500	£34,000	Joanne Morgan	Resources and Digital
Security Pen Testing Solution	£20,000	£60,000	Joanne Morgan	Resources and Digital
Java SE Subscription	£60,000	£60,000	Joanne Morgan	Resources and Digital
Windows 11 Autopilot	£50,000	£50,000	Joanne Morgan	Resources and Digital

Table 2: The following Contracts are still in progress since June 2023:

Contract Name	Annual Value	Total Contract Value	Service Director	Council Group	Route to Market	Progress Since Previous Meeting	Dates of previous Cabinet Reports
Temporary Agency Workers (vendor neutral)	£2,355,870	£11,779,350	Michelle Brown	Corporate Services and Governance	Collaborating via NEPO	New contract required May 25. New contract may also include permanent recruitment. Market engagement to be completed in early 2024	Mar 22, Nov 22, Jun 23, Dec 23
Employee Survey	£35,000	£35,000	Michelle Brown	Corporate Services and Governance	to be determined	Options are being considered about route to market	Jun 23, Dec 23
Consultancy Services for Transformations Area Review of Business and Economic Growth	£50,000	£50,000	Andrew Marshall	Economy, Innovation and Growth	Gateshead direct to market	To be progressed in 24/25	Jun 23, Dec 23
MIS Database for Environmental Health & Planning - Management Information System (MIS) for Business Regulation, Private Sector Housing, Planning & Building	£163,003	£652,013	Anneliese Hutchinson	Economy, Innovation and Growth	To be determined	Linked to Environmental planning project	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Pool Cars	£25,000	£100,000	Anneliese Hutchinson	Economy, Innovation and Growth	TPPL Framework or Direct to market	Awaiting update from the service.	Jun 23, Dec 23
Geo-environmental site investigations and consultancy services	£100,000	£520,000	Peter Udall	Economy, Innovation and Growth	Gateshead direct to market	Spec reviewed with Service	Nov 20, May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Solar Photo Voltaic (PV) Inspections and Maintenance (under Construction DPS)	£20,000	£80,000	Peter Udall	Economy, Innovation and Growth	Gateshead direct to the market	New contract still in development	Mar 22, Nov 22, Jun 23, Dec 23
Northumbria Groundwater - Boreholes	£646,800	£646,800	Peter Udall	Economy, Innovation and Growth	Gateshead direct to market	Delayed due to service still developing spec.	Nov 22, Jun 23, Dec 23
Gateshead Quays Multi Storey Car Park operator	£150,000	To be confirmed	Colin Swinney	Housing, Environment and Healthy Communities	TBC	Awaiting update from the service.	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Management and collection of W.E.E.E.	Nil	Nil	Colin Swinney	Housing, Environment and Healthy Communities	Collaborating via NEPO New contract required Dec	in progress	Mar 22, Nov 22, Jun 23, Dec 23
Highway Surfacing Framework (NEPO210)	£1,700,000	£6,800,000	Colin Swinney	Housing, Environment and Healthy Communities	Collaborating via NEPO.	New contract required June 25	Mar 22, Nov 22, Jun 23, Dec 23
Management of untreatable residues	£94,000	£843,000	Colin Swinney	Housing, Environment and Healthy Communities	Gateshead direct to market.	exploring option of intergrating requirements with another contract	Mar 22, Nov 22, Jun 23, Dec 23
Cash Collection for Frontline Car Parking Ticket Machines and Maintenance	£95,000	£475,000	Colin Swinney	Housing, Environment and Healthy Communities	Gateshead direct to market	Ongoing discussion with legal regarding this contract as we are in discussion with the provider over a TUPE issue and combined contracts.	Nov 22, Jun 23, Dec 23
Car parking payment scheme(Cashless Payments)	£20,000	£80,000	Colin Swinney	Housing, Environment and Healthy Communities	Calling off from either CCS or ESPO framework	Tender abandoned and under review.	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Digitisation of wet film speed cameras	£0	£0	Colin Swinney	Housing, Environment and Healthy Communities	Gateshead leading regional procurement	Market engagement undertaken and awaiting confirmation of funding before proceeding further, awaiting update	Nov 20, May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Grounds Maintenance - Industrial Estates	£25,000	£100,000	Colin Swinney	Housing, Environment and Healthy Communities	Gateshead direct to market	Market Engagement about to be issued to market	Jun 23, Dec 23
Collection and secure destruction of confidential waste paper	-£10	-£40	Colin Swinney	Housing, Environment and Healthy Communities	Gateshead direct to the market	in progress	Mar 22, Nov 22, Jun 23, Dec 23
Street Lighting Columns (NEPO 218)	£22,000	£88,000	Colin Swinney	Housing, Environment and Healthy Communities	Collaborating via NEPO	Current arrangements extended and new contract underway	Mar 22, Nov 22, Jun 23, Dec 23
Procurement of a Developer for Dunston Hill Site	tbc	tbc	Kevin Scarlett	Housing, Environment and Healthy Communities	Gateshead direct to market	Gateway 1 concluded on hold until service are ready to progress	Jun 23, Dec 23

Provision of residential bungalows from existing garage sites	£1,500,000	£5,000,000	Kevin Scarlett	Housing, Environment and Healthy Communities	Gateshead direct to market	Tender process had to be abandoned and new process is under way	Jun 23, Dec 23
Demolition and Redevelopment of Shadon House	£150,000	£3,000,000	Kevin Scarlett	Housing, Environment and Healthy Communities	NEPO Framework	Working on specification and awaiting further instruction from the service.	Jun 23, Dec 23
Housing development - Clasper	TBC	TBC	Kevin Scarlett	Housing, Environment and Healthy Communities	Gateshead direct to market	Procurement approach under review	Nov 2022, June 23, Dec 23
Supported Housing for Young People	tbc		Kevin Scarlett	Housing, Environment and Healthy Communities	Call-off From DPS for Accommodation and/or Support	In progress	Nov 22, June 23, Dec 23
Supported Housing for Homeless and Multiple and Complex Needs	tbc		Kevin Scarlett	Housing, Environment and Healthy Communities	Call-off From DPS for Accommodation and/or Support	In progress	Nov 22, Jun 23, Dec 23
Safe Accommodation for those Experiencing Domestic Abuse	tbc		Kevin Scarlett	Housing, Environment and Healthy Communities	Call-off From DPS for Accommodation and/or Support	In progress	Nov 22, Jun 23, Dec 23
Licensed domestic energy supplier and energy management of void properties	£0	TBC	Kevin Scarlett	Housing, Environment and Healthy Communities	Gateshead direct to market. New contract required Feb 24	Delayed due to energy prices being unstable/ NO charge to Council Concession Contract	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Supply of Small Tools	£100,000	£400,000	Ian McLackland	Housing, Environment and Healthy Communities	Gateshead direct to the market	Currently out to tender	Jun 23, Dec 23
Contract for the Provision of building materials supplies	£479,000	£479,000	Ian McLackland	Housing, Environment and Healthy Communities	Call -off from NEPO 219 Building Materials, new contract required Feb 25	in progress	Nov 22, Jun 23, Dec 23
Supply of kitchens	£590,000	£590,000	Ian McLackland	Housing, Environment and Healthy Communities	Gateshead direct to the market.	abandoned - renewal in progress	Jun 23, Dec 23
Framework for vehicle parts and lubricants	TBC	TBC	Philip Hindmarsh	Housing, Environment and Healthy Communities	Collaborating via NEPO New contract required Dec 24	Renewal is in progress	Mar 22, Nov 22, Jun 23, Dec 23
Hire of light commercial vehicles and vehicle tracking system	£500,000	£500,000	Philip Hindmarsh	Housing, Environment and Healthy Communities	Gateshead direct to the market.	Renewal is in progress	Jun 23, Dec 23
Heavy Goods Vehicles & Specialist Vehicles Acquisition (TPPL/NEPO)	£100,000	£400,000	Philip Hindmarsh	Housing, Environment and Healthy Communities	Collaborating via NEPO/TPPL. New contract required Jan 25	in progress	Mar 22, Nov 22, Jun 23, Dec 23
Supply and application of herbicide	£65,000	£280,000	Philip Hindmarsh	Housing, Environment and Healthy Communities	Gateshead direct to market	In progress renewal required for May 24	Dec-23
Roundabout sponsorship (advertising solutions)	-£25,000	-£100,000	Philip Hindmarsh	Housing, Environment and Healthy Communities	ESPO Framework Direct Award	Renew via ESPO. Waiting on return of route approval doc from service.	Nov 22, Jun 23, Dec 23
Tyres and associated services	£133,000	TBC	Philip Hindmarsh	Housing, Environment and Healthy Communities	Gateshead direct to market	Procurement postponed by 12 months due to changes in requirements.	Nov 20, May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Asset Data Systems	TBC	TBC	Sandra Watson	Housing, Environment and Healthy Communities	Exploring options	In progress	Mar 22, Nov 22, Jun 23, Dec 23
Vending Machine Provision	-£80,000	-£160,000	Sandra Watson	Housing, Environment and Healthy Communities	Direct award as interim measure	To discuss direct award with incumbent whilst leisure review takes place. Seeking legal advice.	Nov 22, Jun 23, Dec 23
Service and maintenance of commercial and domestic gas catering equipment and electrical repairs to catering equipment/appliances	£30,000	£120,000	Sandra Watson	Housing, Environment and Healthy Communities	Gateshead Direct to Market	Documents published	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Peer researchers for Young Adult Mental Health		£119,004	Helen Ramsden	Integrated Adults and Social Care	Gateshead direct to market	Gateway 1	01/06/2023, Dec 23
Residential & Nursing Care Homes DPS	£9,000,000	£0	Helen Ramsden	Integrated Adults and Social Care	Gateshead Direct to Market	Gateway 1	Nov 20, May 21, Oct 21, Mar 22,
Information, advice and guidance	£0	£0	Helen Ramsden	Integrated Adults and Social Care	Ongoing Review	ongoing Review	Nov 22, Jun 23, Dec 23
Day care	£0	£0	Helen Ramsden	Integrated Adults and Social Care	TBC		Nov 22, Jun 23, Dec 23
Accommodation and support DPS	£0	£0	Helen Ramsden	Integrated Adults and Social Care	Gateshead Direct to Market	Need to update lot 4.	Nov 22, Jun 23, Dec 23
Living Support Network	£70,000		Helen Ramsden	Integrated Adults and Social Care	Gateshead Direct to market	Direct award for 01/04/2023 - 31/03/2025.	Jun 23, Dec 23
LD Advocacy	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Advocacy & Welfare Rights	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Come On In, Wellbeing for Women	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Pathways Employment Support	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Blaydon MIND Peer Led Support	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Dementia Day Service	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23

Older Persons Day Centre	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Short Term Support	tbc	tbc	Helen Ramsden	Integrated Adults and Social Care	TBC	Under Internal Review by Service	Jun 23, Dec 23
Early Intervention Support for Young People who have complex emotional needs	TBC	£311,842	Helen Ramsden	Integrated Adults and Social Care	Gateshead direct to market	Service still looking at specification	Jun 23, Dec 23
Peer Mental Health workers within Commissioned Substance Misuse services		£134,025	Andy Graham	Public Health and Wellbeing	TBC	Awaiting discussion with Service to establish requirements	Jun 23, Dec 23
Reducing inequalities in vaccine uptake		£36,000	Andy Graham	Public Health and Wellbeing	Gateshead direct to market.	Service reviewing requirements	Jun 23, Dec 23
Self Service Library Kiosks	£27,000	£32,000	Andy Graham	Public Health and Wellbeing	ESPO Framework	Awaiting final DPIA in order to proceed with call off.	Jun 23, Dec 23
Leisure Operator Contract	£2,500,000	£30,000,000	Michael Lamb	Public Health and Wellbeing	Direct to market	Preparing tender documents	Jun 23, Dec 23
ICT Hardware Disposal	£15,000	£75,000	Joanne Morgan	Resources and Digital	Gateshead Direct to Market	Reviewing options to use 3rd Sector to partner with redeploying surplus equipment.	May 21, Oct 21, Mar 22, Jun 23, Dec 23
Impero Education ProSoftware Platform (School Safeguarding)	£18,000	£54,000	Joanne Morgan	Resources and Digital	Gateshead Direct to Market	Benchmarking and confirming route to market.	Jun 23, Dec 23
Wider Area Network (WAN) voice and Data connections	£342,237	£4,073,324	Joanne Morgan	Resources and Digital	CCS Framework Direct Award	Contract strategy under review before market engagement issued.	Nov 22, Jun 23, Dec 23
Electronic Document Records Management System (EDRM) Replacement	£138,500	£415,500	Joanne Morgan	Resources and Digital	Gateshead Direct to Market	Contract Strategy approved. Market engagement planned for Jan/Feb 2024	Nov 22, Jun 23, Dec 23
Citrix Licence & Maintenance	TBC	TBC	Joanne Morgan	Resources and Digital	Gateshead direct to market	Work still in progress	Jun 23, Dec 23
Replacement of flexi clock system	£40,000	£200,000	John Shiel	Resources and Digital	Gateshead Direct to Market	In progress, awaiting confirmation of budget.	Mar 22, Nov 22, Jun 23, Dec 23
Cloud Hosting and Technical Management Service for Agresso	£0	£0	John Shiel	Resources and Digital	Use of CCS Framework	In Progress	Nov 22, Jun 23, Dec 23
Banking services	£55,000	£275,000	John Shiel	Resources and Digital	Call off from NEPO Contract	Call-off to be completed from NEPO Banking Services framework when it goes live in March 24	Nov 20, May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Events Management & Infrastructure (NEPO)	Value varies depending no. of events	Value varies depending no. of events	Lindsay Murray	Resources and Digital	Collaborate via NEPO	Not used by Gateshead currently. Dates etc to be updated on receipt of information from NEPO. Participation confirmed with NEPO	May 21, Oct 21, Mar 22, Jun 23, Dec 23
Provision of Light and Heavy Duty Catering Equipment	£134,000	£536,000	Lindsay Murray	Resources and Digital	ESPO Framework	Meetings to be booked to review specification. Using Framework.	Nov 22, Jun 23, Dec 23
Bakery Products	£50,000	£200,000	Lindsay Murray	Resources and Digital	Gateshead Direct to Market	Waiting for update from service on Market Engagement document.	Nov 22, Jun 23, Dec 23
PCI Secure Telephone Payments Solution	£58,700	£283,818	Marisa Jobling	Resources and Digital	Gateshead direct to the market	work on renewal to start July 2024	Mar 22, Nov 22, Jun 23, Dec 23

Table 3: The following contracts have been awarded since last Cabinet:

Contract Name	Annual Value	Total Contract Value	Service Director	Council Group	Route to market	Previously reported to Cabinet
Volume Cut Sized Copier Paper & Production / Specialist Paper Framework NEPO0425	£25,000	£100,000	Andrea Tickner	Corporate Services and Governance	NEPO	Dec-23
Contract for the Provision of a Workplace Counselling Service	£89,760	£359,040	Michelle Brown	Corporate Services and Governance	Gateshead direct to market	Mar 22, Nov 22, Jun 23, Dec 23
Green Infrastructure Strategy and Delivery Plan	£39,907	£39,907	Anneliese Hutchinson	Economy, Innovation and Growth	Gateshead direct to market	Nov 22, June 23, Dec 23
Gypsy, Traveller and Travelling Showpeople Accommodation Assessment	£10,000	£10,000	Anneliese Hutchinson	Economy, Innovation and Growth	Gateshead direct to market	Jun 23, Dec 23
Schools Go Smarter - Theatre In Education	£37,195	£148,779	Anneliese Hutchinson	Economy, Innovation and Growth	Gateshead direct to market	Nov 22, Jun 23, Dec 23
Consultancy Services for Sustainable Urban Drainage	£40,000	£80,000	Anneliese Hutchinson	Economy, Innovation and Growth	Gateshead direct to market	Nov 22, Jun 23, Dec 23

Provision, installation and maintenance of EV Charging Units (Taxi's)	To Be Confirmed	£0	Anneliese Hutchinson	Economy, Innovation and Growth	Collaborating with NEPO	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
NEPO232 Provision of a fully delivered and managed electric vehicle charging (NEPO 232)	£0	£0	Anneliese Hutchinson	Economy, Innovation and Growth	Collaborating with NEPO	Nov 22, Jun 23, Dec 23
WIMEX City - Programme to drive growth and scale-up Gateshead's immersive technologies	£100,000	£593,250	Peter Udall	Economy, Innovation and Growth	Further competition via NEPRO3	Nov 22, Jun 23, Dec 23
Eco 4	£0	n/a	Peter Udall	Economy, Innovation and Growth	Gateshead direct to market	Jun 23, Dec 23
Heat Network Feasibility Study	£45,290	£70,000	Peter Udall	Economy, Innovation and Growth	Use of Framework Agreement (Greater London Authorities) for the Provision of Local Energy consultancy services	Dec-23
Social Enterprise Support Services	£120,000	£120,000	Peter Udall	Economy, Innovation and Growth	Awarded via NTCA DPS	June 23, Dec 23
Road Traffic Management (NEPO)	£200,000	£800,000	Colin Swinney	Housing, Environment and Healthy Communities	Collaborating via NEPO	May 21, Oct 21, Mar 22, Nov 22, Jun 23, Dec 23
Notice Processing System for the operation of Civil Parking and Bus Lanes	£0	£0	Colin Swinney	Housing, Environment and Healthy Communities	Gateshead direct to market	Nov 22, Jun 23, Dec 23
Telephone survey of Gateshead Council Housing Tenants	£16,000	£32,000	Kevin Scarlett	Housing, Environment and Healthy Communities	Gateshead direct to market	Dec-23
Consultancy Services for the Review of HRA Service Charges	£14,328	£14,328	Kevin Scarlett	Housing, Environment and Healthy Communities	Gateshead Direct to Market	Dec-23
Construction Capital Works Framework (NEPO 0207)	£6,000,000	£24,000,000	Ian McLackland	Housing, Environment and Healthy Communities	Collaboration via NEPO	Mar 22, Nov 22, Jun 2023, Dec 23
NEPO212 Support Services for the Development of the Built Environment (Renewal)	£400,000.00	£1,600,000.00	Ian McLackland	Housing, Environment and Healthy Communities	NEPO Framework	Dec-23
Route Optimising Software (Perpetual License)	£5,500.00		Philip Hindmarsh	Housing, Environment and Healthy Communities	Gateshead direct to market	Mar 22, Nov 22, Jun 23, Dec 23
Purchase of Skips	£45,000	£45,000	Philip Hindmarsh	Housing, Environment and Healthy Communities	Gateshead direct to market	Dec-23
Community discharge to assess service	£1,480,926	£2,961,853	Helen Ramsden	Integrated Adults and Social Care	Call-off from Home Care DPS	Dec-23
Floating Support and/or accommodation for unaccompanied asylum seeking children (UASC)	£338,432	£902,487	Helen Ramsden	Integrated Adults and Social Care	Call off from Accommodation and/or Support DPS	Dec-23
Distribution of Council news and other publications	£16,500.00	£49,500.00	Iain Burns	Office of the Chief Executive	Direct to market	Mar 22, Nov 22, Jun 23, Dec 23
Legal Adviser for Leisure Operating Contract	£54,000	£54,000	Michael Lamb	Public Health & Wellbeing	Direct to market	01/12/23
0-19 Childrens Health Care	£4,264,000	£21,320,000	Andy Graham	Public Health & Wellbeing	S75 route approved by cabinet September 2023	Nov 22, Jun 23, Dec 23
CommVault Backup Software - Licence, Support and Maintenance	£40,913		Joanne Morgan	Resources and Digital	Gateshead direct to market	Jun 23, Dec 23
Fixed Voice and Data Telecommunication Services	£668,681.00		Joanne Morgan	Resources and Digital	CCS Framework	Mar 22, Nov 22, Jun 23, Dec 23
Card Payment Services (Revs and Bans)	£72,293	£289,172	Marisa Jobling	Resources and Digital	Gateshead direct to market	Nov 22, Jun 23, Dec 23
Vulnerable Client Financial Management System (Caspar Cloud)	£12,720.00	£40,660.00	Marisa Jobling	Resources and Digital	CCS Framework	Jun 23, Dec 23
Revs and Benefits System	£34,000.00	£170,000.00	Marisa Jobling	Resources and Digital	CCS Framework	Jun 23, Dec 23

Table 4: The following contracts have been awarded through a direct award, extension, or are no longer required and will be removed from the current procurement workplan:

Contract Name	Date of Cabinet Report	Service Director	Council Group	Further details
Provision of Education Psychologist Resource	Dec-23	Suzanne Dunn	Childrens Social Care & Lifelong Learning	Extension to current contract
Mosaic Children's Services Learning Lab Facilitator	Dec-23	Suzanne Dunn	Childrens Social Care and Lifelong Learning	Direct Award
FDAC Psychologist	Dec-23	Suzanne Dunn	Childrens Social Care and Lifelong Learning	Direct award
Electronic personal education plan service for early years, SSA and Post 16 LAC	Dec-23	Suzanne Dunn	Childrens Social Care and Lifelong Learning	Direct award via G Cloud
Provision of Education Psychologist Resource	Dec-23	Suzanne Dunn	Childrens Social Care & Lifelong Learning	Contract awarded via YPO
ePortfolio	Dec-23	Suzanne Dunn	Childrens Social Care & Lifelong Learning	Extension to current contract
PSEUDO-DPS for the subcontracting of ESA funded training provision	June 23, Dec 23	Suzanne Dunn	Childrens Social Care & Lifelong Learning	Contract awarded
East Gateshead LCWIP Business Case Economics (Phase 1)	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct Award
East Gateshead LCWIP Design (Phase 2)	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct Award
Plan X Editor	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct award CCS Gcloud
Plan X Intergration AI Validator	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct award CCS Gcloud
Contract for Consultancy Services to prepare evidence base for Metrogreen Area Action Plan	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Extension to current contract
IDOX uniform system software license, support and maintenance	Nov 22, Jun 23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct award

Highway Asset Management System	May 21, Oct 21, Mar 22, Nov 22, Jun 23	Anneliese Hutchinson	Economy, Innovation and Growth	Perpetual licence, working with service looking to have inhouse solution.			
Riverside Park detailed design to planning submission	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct award			
School Streets Development	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Direct Award			
On-Road National Standard Cycle Training (Bikeability)	Dec-23	Anneliese Hutchinson	Economy, Innovation and Growth	Extension to current contract			
Consultancy Services for Gateshead Employment Land Review	Nov 22, June 23, Dec 23	Anneliese Hutchinson	Economy, Innovation and Growth	Removed from workplan as put on long term hold			
High Street South deliverability study	Dec-23	Peter Udall	Economy, Innovation and Growth	Direct award via NEPRO(3) (Bloom)			
East Gateshead Extension heat network feasibility study	Dec-23	Peter Udall	Economy, Innovation and Growth	Direct award via Greater London Framework			
Development Impact Assessment – The Sage	Dec-23	Peter Udall	Economy, Innovation and Growth	Direct award via NEPRO(3) (Bloom)			
East Street Flats Decarbonisation works	Dec-23	Peter Udall	Economy, Innovation and Growth	Direct Award			
Baltic Glazing Replacement	Dec-23	Peter Udall	Economy, Innovation and Growth	Direct Award			
Development Impact Assessment – The Sage	Dec-23	Peter Udall	Economy, Innovation and Growth	Direct Award			
Growth Grant Management Services	June 23, Dec 23	Peter Udall	Economy, Innovation and Growth	Awarded using NTCA			
Support for Voluntary and Community Sector	Mar 22, Nov 22, Jun 23	Alison Dunn	Housing, Environment and Healthy Communities	Extended for 12 + 6 months			
UKSPF Digital Inclusion	Dec-23	Alison Dunn	Housing, Environment and Healthy Communities	Direct Award			
Millennium Bridge Hydraulic Control SLA	Dec-23	Colin Swinney	Housing, Environment and Healthy Communities	Direct Award			
TCF Birtley Table Tops	Dec-23	Colin Swinney	Housing, Environment and Healthy Communities	Duplicate of existing contract - not required.			
Tools and Plant Procurement	Jun-23	Ian McLackland	Housing, Environment and Healthy Communities	Remove - Duplicate of the Small Tools Contract			
Compliance software system	Jun-23	Ian McLackland	Housing, Environment and Healthy Communities	Direct award			
Schedule of Rates	May 21, Oct 21, Mar 22, Nov 22, June 23	Ian McLackland	Housing, Environment and Healthy Communities	Contract no longer required			
Supply & Installation of Isolators	Dec-23	Ian McLackland	Housing, Environment and Healthy Communities	No longer required			
Provision of Ironmongery Supplies	Nov 22, June 23	Ian McLackland	Housing, Environment and Healthy Communities	Calling off from existing NEPO framework therefore contract no longer required			
Brownfield Housing Fund Full Business Case and associated works	Dec-23	Kevin Scarlett	Housing, Environment and Healthy Communities	Direct award via NEPRO(3) (Bloom)			
Rough Sleeping Initiative - Homelessness	Dec-23	Kevin Scarlett	Housing, Environment and Healthy Communities	Contract awarded via direct award			
Consultant architects for complex adaptations	Dec-23	Kevin Scarlett	Housing, Environment and Healthy Communities	No longer required			
Consultant to Support Gateshead Council Homelessness and Allocations Review	Dec-23	Kevin Scarlett	Housing, Environment and Healthy Communities	Awarded via Bloom			
Landlord Compliance Audit	Dec-23	Kevin Scarlett	Housing, Environment and Healthy Communities	Pilot scheme via Direct Award			
Funding Bid - Single Homelessness Accommodation Programme	Jun-23	Kevin Scarlett	Housing, Environment and Healthy Communities	No longer required (Funding deadline was June)			
Housing developer for Askew Road	Dec-23	Kevin Scarlett	Housing, Environment and Healthy Communities	Sales board used to sell the land.			
HRA Business Tool	Nov 22, Jun 23, Dec 23	Kevin Scarlett	Housing, Environment and Healthy Communities	No longer required			
Roundabout Sponsorship	Dec-23	Phil Hindmarsh	Housing, Environment and Healthy Communities	Direct Award			
Regent fleet upgrade	Dec-23	Phil Hindmarsh	Housing, Environment and Healthy Communities	Direct Award			
Purchase of fleet vehicles (3.5t tippers)	Dec-23	Phil Hindmarsh	Housing, Environment and Healthy Communities	Direct award			
Purchase of 6 Ford Courier vehicles	Dec-23	Phil Hindmarsh	Housing, Environment and Healthy Communities	Direct award			
Crematoria Emissions Testing	May 21, Oct 21, Mar 22, Nov 22, Jun 23	Philip Hindmarsh	Housing, Environment and Healthy Communities	low value service to do themselves			
Vehicle repair, recovery and modification	June 23, Dec 23	Philip Hindmarsh	Housing, Environment and Healthy Communities	No longer required			
Building Surveyor Framework	Nov 22, June 23	Sandra Watson	Housing, Environment and Healthy Communities	No longer required			

Coffee & Sandwich Concession for Gateshead Civic Centre Atrium	Nov 22, Jun 23	Sandra Watson	Housing, Environment and Healthy Communities	No longer required			
Provision of Sandwiches, Packed Lunches and Buffet Catering	Dec-23	Sandra Watson	Housing, Environment and Healthy Communities	No longer required			
Provision of Heating and Gas Supplies	Nov 22, June 23	Sandra Watson	Housing, Environment and Healthy Communities	Calling off from existing NEPO framework therefore contract no longer required			
Provision of Electrical Supplies	Nov 22, June 23	Sandra Watson	Housing, Environment and Healthy Communities	Calling off from existing NEPO framework therefore contract no longer required			
Provision of Consumable Supplies	Nov 22, June 23	Sandra Watson	Housing, Environment and Healthy Communities	Calling off from existing NEPO framework therefore contract no longer required			
Decoration allowance scheme	Nov 20, May 21, Mar 22	Sandra Watson	Housing, Environment and Healthy Communities	Direct Award			
Community Led Support Programme	Dec-23	Dale Owen	Integrated Adults and Social Care Services	Direct award via NEPRO(3) (Bloom)			
Mental health transformation programme co-ordinator	Dec-23	Helen Ramsden	Integrated Adults and Social Care	Direct Award			
Digital reminiscence interactive therapy activities (RITA)	Nov 22, Jun 23	Helen Ramsden	Integrated Adults and Social Care	No longer required			
Transport System	Jun-23	Helen Ramsden	Integrated Adults and Social Care	No longer required			
Consultants to support training, configuration and support for Mosaic	Dec-23	Helen Ramsden	Integrated Adults and Social Care	Direct award			
Day Service – Teams & Bensham Community Care	Jun-23	Helen Ramsden	Integrated Adults and Social Care	Direct award			
Hospital Patient Discharge Service	Dec-23	Helen Ramsden	Integrated Adults and Social Care	Sales board used to sell the land.			
Autism Hub	June 23, Dec 23	Helen Ramsden	Integrated Adults and Social Care	Contract awarded			
NEPO Independent Visitors Services (N'cle Lead)	Mar 22, Nov 22	Helen Ramsden	Integrated Adults and Social Care	Contract awarded			
Integrated Trauma Care	Mar 22, Nov 22	Helen Ramsden	Integrated Adults and Social Care	Contract awarded			
ICB funded activity to reduce inequalities in vaccine uptake	Nov 22, Dec 23	Helen Ramsden	Integrated Adults and Social Care	No longer required			
Day Service	Nov 22, Dec 23	Helen Ramsden	Integrated Adults and Social Care	No longer required			
Children and Young People's Mental Health Needs Assessment for Gateshead	Dec-23	Andy Graham	Public Health & Wellbeing	Direct award			
Service contract for NECS/ICS Deep End Network Programme – Vaccination and Immunisation Catch Up Service Pilot	Dec-23	Andy Graham	Public Health & Wellbeing	6 month contract			
Recovery Hub	Dec-23	Andy Graham	Public Health & Wellbeing	Direct Award			
Dual diagnoses peer support workers	Dec-23	Andy Graham	Public Health & Wellbeing	Direct Award			
Professional services for the provision of Libraries Events Website	Dec-23	Andy Graham	Public Health & Wellbeing	Direct award via G Cloud			
Sports Equipment	Mar 22, Nov 22, Jun 23	Micheal Lamb	Public Health & Wellbeing	no longer required			
Swimming pool chemicals	Mar 22, Nov 22, Jun 23	Micheal Lamb	Public Health & Wellbeing	no longer required			
Pool Plant Maintenance	Dec-23	Michael Lamb	Public Health & Wellbeing	Extension to current contract			
Fully managed hot drinks, soft drinks and snack vending service	Dec-23	Michael Lamb	Public Health & Wellbeing	Direct award			
Renewal of NX Licenses for Leisure Management system	Dec-23	Michael Lamb	Public Health & Wellbeing	Direct award			
Changing Futures Northumbria - Software Design	Jun-23	Mark Smith	Public Sector Reform	Direct award			
GIS Review – Stage 2	Dec-23	Darren Collins	Resources and Digital	Direct Award			
ICT hardware for schools	Dec-23	Joanne Morgan	Resources and Digital	No longer required			
Annual Support and Maintenance of Assysnet	Nov 20, May 21, Oct 21, Mar 22, Nov 22, Jun 23	Joanne Morgan	Resources and Digital	Direct Award			
Netcall Licences for Contact Centre – Voice Direction Solution	Dec-23	Joanne Morgan	Resources and Digital	Direct Award			
Network Technologies Lot 3	Jun-23	Joanne Morgan	Resources & Digital	Extension to Oct 24			
External support for Microsoft Windows 11 mobilisation	Dec-23	Joanne Morgan	Resources & Digital	Added to an existing contract			
Insurance broker service	Mar 22, Nov 22, Jun 23	John Shiel	Resources and Digital	Contract awarded via direct award			
Consultancy for Treasury Management	Mar 22, Nov 22, Jun 23	John Shiel	Resources and Digital	Direct Award from ESPO framework			
Accounts payable forensic system	Mar 22, Nov 22, Jun 23	John Shiel	Resources and Digital	Tech appraisal forms (email 44) Emailed Mike Johns at Fiscal with regards to issues with Supports and software spec form and Clause 16.6 in contract (email 45)			
Banking Services	Dec-23	John Shiel	Resources and Digital	Extension to current contract while NEPO set up replacement			
Account Payable Forensic Software	Dec-23	John Shiel	Resources and Digital	Direct Award			

NEPO Food and General Provisions	Mar 22, Nov 22, Jun 23	Lindsay Murray	Resources and Digital	Current contract extended by NEPO until 1/7/2026
Hire cars for insurance purposes	Dec-23	Lindsay Murray	Resources and Digital	Direct award
GIS Review Stage 2	Dec-23	Lindsay Murray	Resources and Digital	Direct award via NEPRO(3) (Bloom)
Payment Swipe Card Production	May 21, Oct 21, Mar 22, Nov 22, Jun 23	Marisa Jobling	Resources and Digital	To be removed. No longer required as move to barcodes for payments
Property analysing software for business rates and council tax	Dec-23	Marisa Jobling	Resources and Digital	Direct Award

TITLE OF REPORT: Gateshead Local Area SEND Strategy and SEND Improvement plan 2023-2026

REPORT OF: Helen Fergusson, Strategic Director, Children's Social Care and Lifelong Learning

Purpose of the report

1. This report informs Cabinet of the new SEND Strategy and associated improvement plan as well as providing an update on the outcome of the recent Local Area SEND inspection and the partnership response to the recommendations that followed.

Background

2. The Gateshead local area SEND strategy 2023-2026 was co-produced with all partners in January 2023 and has been the catalyst for the development of the subsequent Gateshead SEND Improvement Plan. The strategy sets out the vision and priorities for integrated and multi-agency SEND services in the local area over the next 3 years, with the aim of improving outcomes for children and young people with special educational needs and/or disabilities and their families. This requires educational settings, health commissioners and providers, Gateshead Council's social care and education services; voluntary and community sector partners working together with children and their families to meet needs,
3. The SEND Strategy is ambitious about improving outcomes for children and young people with special educational needs and disabilities and the whole system approach that is needed to achieve the step change required to respond to the views and aspirations of parents, carers, young people and professionals and their desire for change. The associated improvement programme is designed to deliver improved outcomes for children and young people with SEND and this report outlines what the programme of work has achieved so far and the proposed focus for 2023-2026 to embed and accelerate change as well as responding to the recent Local Area SEND inspection findings.
4. The SEND Strategy and Improvement Programme is aligned with Gateshead's THRIVE agenda and Health and Wellbeing Strategy which seeks to reduce inequalities and more specifically to realise the Council's ambition that everyone benefits from education, skills and employment opportunities that help them to succeed in life. The Local Area SEND Strategy 2023 - 26 emphasises that better long-term outcomes for children and young people are achieved when:

- Their needs are identified and met early in their life and early in the emergence of the issue
 - When children and young people feel included in their local communities and schools
 - When children can be educated closer to home
 - When services are integrated and well coordinated
 - When specialist help and support is timely and easily accessible
 - When children, young people and their families are actively involved in decisions which affect and shape their lives.
5. The Strategy and improvement plan formed the basis of the local area's self-assessment which was completed to identify areas of strength and areas for improvement in the delivery of support services for children and young people with SEND and was shared with the SEND inspection team as part of the local area inspection which took place in May 2023. Since the inspection, the improvement plan has been revised and amended to reflect the recommendations from the inspection and the plan forms the basis of an extensive programme of transformation work over the next three years.

National Policy Context

6. The Children and Families Act 2014 (Part 3) provides the legislative framework for the Special Educational Needs and Disability Code of Practice: 0-25 years (2014) which lays out the duties of local authorities, health bodies, schools and colleges to provide for those with special educational needs.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND Code of Practice January 2015.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf)

Current Local Context

7. Since the pandemic, Gateshead has seen a significant rise in the overall number of children and young people identified as having special educational needs and/or disabilities. This is particularly the case for children and young people with an Education, Health and Care Plan (EHCP), or requests for assessment for an EHCP. This has placed all SEND teams in the Council under significant pressure. This rise in demand, alongside financial pressures, has also placed challenges upon the wider workforce connected to those delivering to children with Special Educational Needs, including those in the health, care and school sectors. The pandemic has particularly impacted on the number of children and young people who are identified as having autism, and those with social, emotional and mental needs.
- 38,498 children (0-17) live in Gateshead and 16,653 young adults (18-25).
 - 16% children & young people have Special Educational Needs and Disabilities (4859)
 - 11.9% pupils have SEND support (3618)
 - 4.1% have an EHCP (1241)

(Source – special educational needs in England 2021/22 publication)

Changes since 2021

- 19% overall increase in need for children with SEND between 2021 and 2023 and a 13.5% increase in new EHCPs issued.
- Of the new EHCPs issued, there has been a 70% increase between 2021 (588) and 2023 (1002) for C&YP with **Autistic spectrum conditions**.
- 36% increase between 2021 (1597) and 2023 (2178) for C&YP with **Speech, Language & Communication needs**.
- 32% increase between 2021 (764) and 2023 (1009) for C&YP with **Social, Emotional & Mental Health Needs**.
- We have more children with an EHCP children placed in special schools than comparators nationally (53% in Gateshead compared to a national rate of 32%).
- We have significantly more special school places than our contextual neighbours and they are all currently full. This indicates a need to fundamentally rethink the way in which children with SEND can be supported within our local school system.

The Gateshead SEND Strategy (see Appendix 2)

8. A wide range of partners have been involved in the development of the SEND strategy. Consultation, engagement, and co-production has been undertaken with children, families, young people, schools, other education partners, health colleagues and social care colleagues.
9. Our vision in Gateshead is for all children and young people with SEND to thrive, have appropriate provision, feel positive about their next steps and believe in themselves. We put families at the heart of everything we do.
10. A period of consultation was completed from 15th February 2023 to 15th March 2023 for the SEND Strategy. The consultation feedback was very positive. 189 respondents accessed the online survey together with comments received from the Parent Carer Forum, and two emails suggesting minor wording changes. In addition, separate consultation events were held which were attended by 61 young people.
11. Respondents were asked to indicate whether they 'Strongly agree/Tend to agree/ Tend to disagree/ Strongly disagree or had no view on the following areas:

	% Strongly Agree	% Tend to Agree	% Tend to Disagree	% Strongly Disagree	% No View
The Vision for SEND	69.4	23.5	2.73	1.09	3.28
Priority One	79.72	15.38	2.80	2.10	0
Priority Two	74.13	19.58	4.20	1.40	0.70
Priority Three	80.14	15.60	3.55	0.71	0
Priority Four	81.69	16.20	0.70	1.41	0

The Local Area Inspection for SEND Services in Gateshead (see Appendix 4)

12. Between the 5 May and the 26 May 2023, Ofsted and the Care Quality Commission (CQC) jointly inspected arrangements across education, health and care services to understand how well members of Gateshead's Partnership work together to improve the experiences of children and young people with SEND.
13. The inspection found many positive areas of practice across the local area which included:
 - Leaders are determined to provide high-quality education and support for children and young people with SEND
 - Leaders have invested in Additionally Resourced Mainstream Schools (ARMS) provision to meet changing needs
 - Delays for CYPS are mitigated against with the provision family events, support workshops and support from the emotional well-being team.
 - Children and young people in residential settings out of Gateshead have their needs met effectively. They are supported well, and systems are in place to ensure they are safe.
 - The fair-access protocols work well, which results in children and young people attending well and has reduced the risk of permanent exclusion.
 - The parent carer forum actively contributes to strategic developments. They feel confident that their views and concerns are listened to.
 - SENDIASS support parents well, giving impartial advice on EHCP's and tribunals.
 - Children's and young people's views are sought and shared with leaders, facilitated by the involvement worker and youth ambassador.
 - The virtual school team play a crucial role in supporting children and young people with SEND who are in our care. They have provided training across schools and health to understand the impact of trauma on school attendance and well-being.
 - Across the partnership, there is a combined strategy for workforce development. This is responding to the growing number neurodevelopmental and SEMH needs among children and young people.
 - Multi-agency working through early help and CWD teams make a positive difference for children and young people with SEND.

- The dynamic support register is well established, with a strong multi-agency team providing individualised support.
 - Specialised speech and language teams support young people up to the age of 19, with a smooth transition to adult services and specialist providers.
 - Timely EHCP assessments and amended plans within the statutory 20-week process.
14. These findings were reflected in Gateshead's accurate self-assessment.
15. The inspection also identified several areas for focused improvement which led to 5 specific recommendations as well as some additional areas for focus:
- Leaders in health should ensure that plans to target the reduction in waiting times for services clearly identify the support that children and young people and their families will receive while waiting. These plans should contain ambitious timescales for improvement and clear monitoring and evaluation procedures.
 - Leaders in health should ensure there is clear oversight of children and young people as they move through the emotional well-being and mental health support systems in the area. Leaders should provide clear and consistent information to children and young people, families and professionals on the pathway.
 - Strategic leaders across education, health and care should ensure that they provide clarity and consistency of expectations on the level of contribution from all agencies to continue to improve the quality of the EHC assessment and review process.
 - Strategic leaders should continue to improve the transitions from child to adult services in health, education and care. They should ensure that the strategy for preparation for adulthood starts from the earliest years, particularly for children with complex needs.
 - Leaders within the SEND service should improve communication between health, education, care and parents and carers to improve the experiences for children and young people with SEND and their families. They should further develop the role of the SEND caseworkers to strengthen communication. This should include tailored communication for parents and carers new to the country or who speak English as an additional language.
16. The inspection team also identified the following areas which the partnership must address:
- Provision for children and young people with physical needs with opportunities for academic qualifications
 - Strategic plans across education, health and social care for children born with complex needs
 - Social work assessments to provide a holistic view of children and young people's history and lived experience. This includes ethnicity, language, religion and culture
 - Reduce waiting times for some children who are waiting for support through the short breaks service

- Improve the 18-25 offer in health, so that it is just as supportive as the offer pre-18.
17. This led to an overall inspection outcome which found that Gateshead's arrangements lead to inconsistent experiences and outcomes for children and young people with SEND and have asked the partnership to work together to address the following areas for improvement:
18. In response to the inspection findings, within 30 working days of the publication of the inspection report, Gateshead SEND partnership was required to update and publish its SEND Strategic Priority Action Plan so that the areas for improvement identified by Ofsted and the CQC integrate with the Partnership's existing plans. This has been completed and from this Priority Action Plan a more detailed Delivery Plan has been developed. The delivery plan has 4 priority areas linked to the SEND Strategy and Areas for improvement from the inspection. The 4 priority areas are:
- *Priority 1: To have a transparent approach to identify children and young people's needs which is understood by parents, carers and professionals, so that the right support is in place at the right time.*
 - *Priority 2. To actively engage with children and young people and their parents and carers, so that their vision of 'Our choice, our voice' is heard and supported during strategic planning.*
 - *Priority 3: For health, social care, and education services to work together to commission the best support for children and young people's needs, and to keep all children and young people safe.*
 - *Priority 4. To ensure that children and young people are well prepared, supported and feel positive about taking their next steps.*
19. Each priority area has an agreed workstream and identified group members to ensure progress against each area (see Appendix 3 and the summary provided in appendix 1 attached for further details). Each priority is scheduled to be shared quarterly at the SEND Board.
20. The Local Area will have a further inspection of SEND services within three years.

Conclusion

21. Local partners, the DFE and CQC have endorsed the improvement plan and are confident it will support improvements against the key areas identified within the inspection. In addition, the plan is aligned to our vision for all children and young people in Gateshead and we are confident that the plan will:
- Ensure the local area partnership are able to meet the needs of children and young people and their families in Gateshead as issues emerge and intervene early

- Children and young people and their families will be clear of the vision for SEND in Gateshead and feel that they are continually influencing the vision and service improvements
 - Children and young people and their families will be clear on the strengths in relation to practice with children and young people with SEND in Gateshead and will be fully informed on the areas for development.
22. The improvement plan is monitored via the SEND Strategic Board, which is chaired by the Director of Children's services. Each priority area lead updates the board on progress in their area. The Strategic Lead for SEND and Inclusion monitors the progress of the whole plan and is supported by a Project Officer. Local Authority and Health senior leads will meet with the DfE/NHSE to report progress and will update the published plan every six months
23. The local area partnership will be supported in this programme of work by a SEND advisor from the DFE.
24. Progress reports will be provided into Families Overview and Scrutiny Committee on a six-monthly basis with an annual update to Cabinet and Council to provide assurance of progress against the inspection action plan.

Recommendations

25. Cabinet is asked to recommend Council to:
- (i) Endorse the Local Area SEND Strategy as set out in appendix 2 to the report.
 - (ii) Note the areas for development following the Local Area SEND inspection in May 2023;
 - (iii) Note the progress of the SEND improvement programme so far and its impact for children and young people with SEND and their families; and
 - (iv) Endorse the focus and priorities for the programme for 2023-26 to embed and accelerate change, responding to the Local Area inspection for SEND as set out in appendix 3 to the report.

For the following reasons:

- (i) To improve SEND services across the Local Area and respond to feedback from families, carers and young people with SEND.
- (ii) To appropriately respond to the Local Area Ofsted/CQC SEND inspection outcome.

CONTACT: Suzanne Dunn

extension: 8606

Policy Context

1. The SEND Strategy and Improvement Programme is aligned with Gateshead's Thrive agenda and Health and Wellbeing Strategy which seeks to reduce inequalities and more specifically to realise the Council's ambition that everyone benefits from education, skills and employment opportunities that help them to succeed in life.

Key Programmes of work linked to the four main priorities of the SEND Strategy

Priority 1: To have a transparent approach to identify children and young people's needs which is understood by parents, carers and professionals, so that the right support is in place at the right time.

1a) The Gateshead Thresholds Document

2. In order to support our overarching ambition of improving the experiences of inclusive practice for children, there is a need to develop an easily understood and consistently embedded approach to the identification of children's special educational needs which is used across the local area by every school; every health and social care professional and which makes sense to parents and carers and to which they have had input in the design. This is a key piece of work which underpins much of the rest of the programme of SEND improvement work. The work supports our vision of intervening early to ensure that children are provided with the right support at the right time and that the EHCP process is not the only route to support for children.
3. A SEND Consultant has been commissioned to lead on the review of the current Gateshead 'graduated approach' to the identification of children's needs and to work with all partners to coproduce a document which will be called the Gateshead SEND Thresholds.
4. The document will lay out the nature of a child's needs and the type of intervention and support which should be offered to that child and through which service. It will offer clarity about the services available to schools where a child has an additional need and where it is appropriate for services to refer for more specialist intervention and support.
5. The document has been developed alongside a wide group of stakeholders including parents and is currently being piloted in round 40 schools to test efficacy. A comprehensive programme of training will be rolled out in the new year to all professionals working with children and young people with SEND and it is intended that this new way of working will go live in September 2024.

1b) Pathway of support for children born with complex needs

6. Colleagues within the Education, Schools and Inclusion and the Data Team are working together to develop a database system which will support the strategic planning for children born into Gateshead with complex needs to ensure that there is sufficiency of provision to meet need into the future.

7. The Strategic Lead for SEND and Inclusion is working with Special School leaders to complete an analysis of the needs of children within their school populations and how these have changed over the last 5 years to support sufficiency planning for the future.

1c) Quality Assurance and Monitoring of SEND Support Provision

8. To ensure the right support is in the right place at the right time, the Quality Assurance and Monitoring strand of the SEND statutory team has been strengthened with additional capacity. This team are going to be central to the monitoring of the Gateshead SEND Thresholds in schools as they complete the monitoring visits of SEND in all of our educational settings. They will also be the point of contact for any family, professional who have concerns in relation to the provision for SEND C&YP in Gateshead. It is imperative that we strengthen the SEND Support monitoring process to ensure that we are identifying need early and supporting in a child's current school to ensure there is no escalation of need. As part of the implementation of the SEND Thresholds, we are trialling a SEND Support panel to support schools in meeting the needs of learners at this earlier stage.

Priority 2. To actively engage with children and young people and their parents and carers, so that their vision of 'Our choice, our voice' is heard and supported during strategic planning.

9. Two key areas for improvement have been identified in this priority area linked to improving the experiences of families experiencing the needs assessment process and the role of the SEND casework team in facilitating relational practice across the partnership and with families.

2a) Review of SEND casework team

10. A complete service review has been completed of the SEND Team. Capacity has been added to reflect the increased demand for EHCP assessments and to ensure a more relational approach can be provided by the team through a more iterative process of advice, support and guidance for families.
11. In addition, the functions of the team have expanded to have not only responsibility for the statutory assessment process but also to ensure appropriate oversight of support to children with SEN support needs - again in support of the vision to ensure every child get gets the right help at the right time in a timely way.

2c) Improve feedback from parents, carers and young people within the EHCP assessment and review process

12. The SEND Service Manager, Designated Clinical Officer and Designated Social Care Officer are working in collaboration to review the processes and procedures in relation to the collation of the views of all professionals involved with a child to inform the needs assessment with a view to improving the overall quality and the experience of families.

Priority 3: For health, social care, and education services to work together to commission the best support for children and young people's needs, and to keep all children and young people safe.

3a) Reduce waiting times for children who need Therapy services

13. A significant amount of work has gone into reducing the waiting times for children across children's therapies since the SEND inspection. Children's Bladder and Bowel and Physiotherapy now have wait times of under 18 weeks for both assessment and treatment which represents a significant improvement for Bladder and Bowel who had waits of up to a year and physiotherapy where a small number of children were waiting for over 18 weeks. This is reviewed regularly by Commissioners and the provider.
14. Speech and Language Therapy waiting times have also reduced for assessment and a detailed piece of work to capture the treatment started time has commenced. At present no children wait longer than 18 weeks for a SALT assessment with times in the special schools being less than this. This is partly due to changes in the way that services are being delivered including the introduction of further group work sessions and integration with the Portage pathway to support early intervention.
15. Occupational therapy wait times remains a concern and the teams have identified work undertaken in Hartlepool and at Newcastle to support a change of model to introduce more group work which is intended to have a positive impact on the waiting list which do remain long.
16. Ambitious targets are in place to continue to drive down these waiting times to support the vision to ensure that all children receive the right help at the right time and access specialist services in a timely way.

3b) Access to Mental Health and Emotional Wellbeing Services

17. Work has been undertaken to understand the current mental health offer, the challenges families are experiencing in accessing services and areas for improvement. To address the significant increase in need and demand work is being completed to review the current offer and redesign the system with a focus on greater system integration and earlier identification and intervention. Proposals for transforming the offer will be completed by December 2023 which will focus upon building capacity as well as increasing access to services as early as possible.
18. In the meantime, work is being undertaken with existing commissioned services to ensure there is clear criteria and information available for children, young people and their families. Work is also ongoing with CNTW, NECS and the ICB to establish a digital dashboard to clearly show the performance of all commissioned services and provide all partners with an understanding of current wait times and performance.

3c) Commissioning of Alternative Provision

19. Additional leadership capacity within the Education Service has been created to ensure a strategic focus is being given to this area for improvement and will include the creation of a strategy for Alternative Provision in Gateshead to meet the needs of those children who need access to alternatives to mainstream education for a period of time. This process has already started with the review of the current Home and Hospital offer and with the introduction of assessment provisions to support young people at SEND Support in schools. It is intended that a pilot for the assessment provision will be established by September 2024.

3d) Developing the short break offer

20. The Short breaks offer was reviewed in collaboration with all partners and updated in March 2023. Following the review, the SEND Local Offer was updated to ensure parents knew what was available and the eligibility criteria for each short break was clear.
21. Additional short break capacity has been developed to meet increasing need and demand across the Borough.

Priority 4. To ensure that children and young people are well prepared, supported and feel positive about taking their next steps.

4a) Transitions across key stages within educational settings

22. The implementation of the Gateshead SEND Thresholds will ensure that preparation for adulthood starts at the earliest possible stage in a child's life and will support the experiences of transition for children from primary to secondary school. This will ensure that all children with special educational needs have a clear plan in place which supports planning for each transition for the following areas: employability & education, Independence, Community Participation and Health. All referral forms, support plans proformas and needs assessments will evidence the preparation for adulthood outcomes from September 2024.

4b) Transition planning across health services

23. Work is being completed between health colleagues and Paediatricians at the Queen Elizabeth Hospital to look at broadening the age range to ages 12/13 to begin to plan for what young people would need for a smoother transition from children's to adult health services. A template has also been devised to identify any health needs which may cause an issue for a smooth transition and work is being carried out to embed this process within schools so they are aware of support available from health services. Future work is to be progressed for the 0-4 years cohort and supporting the transition between nursery and school.

4c) Transitions within Social Care services

24. Ages and Stages - The refreshed Ages and Stages document is established and in use within the ASC Transitions Team following refocusing work undertaken this year and communicated during the last team development session. The document has been shared with CSC colleagues to embed across the service area and CSC colleagues are looking to roll out training/practice short across the service area for practitioners, ASC Transitions colleagues have agreed to work with CSC colleagues where necessary to support this relaunch.
25. Supported Living Service (SLS) Transitions – This work is building on the successful model already provided in the borough. A new in-house offer for young people with more complex needs who are preparing for adulthood is being developed to support the transition from Children’s services to the Adult Social Care (ASC). The aim of this strengths-based model of support is to enable greater independence as young people are preparing for adulthood with the aim of this offer being available for an initial cohort of three young people with complex needs from Autumn 2024.
26. The council has established a comprehensive transformation project across directorates and with NHS partners to review and develop housing pathways, services and accommodation pipelines to support people with complex needs. The IASCS directorate has committed to designing and establishing a new supported living service for disabled young people transitioning to adulthood with complex needs.

Consultation

27. A wide range of partners have been involved in the development of the SEND strategy. Consultation, engagement, and co-production has been undertaken with children, families, young people, schools, other education partners, health colleagues and social care colleagues. The Cabinet Members for Children and Young People have been consulted on this report.

Alternative Options

28. There are no alternative options.

Implications of Recommended Option

29. Resources:

- a) **Financial Implications** – The Strategic Director, Resources and Digital confirms that the SEND Strategy and associated improvement plan will have financial implications in relation to improving outcomes for children and young people with special educational needs. Implementing the delivery plan to respond to the areas of development from the local area inspection may also have a financial impact as we need to commission new additional resource mainstream settings, assessment provisions and alternative provisions to meet the needs of young people. These costs will be met from the High Needs Block of the Dedicated Schools Grant.

b) Human Resources Implications – In order to transform SEND services in Gateshead this will have HR implications in relation to the review and restructure of existing services to ensure best value for money and services to families.

c) Property Implications - There would be no property implications to implement the SEND Strategy and associated improvement plan, we would propose to use existing space in Gateshead educational settings to base new settings.

30. Risk Management Implications – Risks to the delivery of the plan are monitored via the multi agency SEND Strategic Board and will be highlighted via regular reports into Families OSC.

31. Equality and Diversity Implications

The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
- Advance equality of opportunity between people from different groups
- Foster good relations between people from different groups
- The broad purpose of this duty is to integrate considerations of equality into day to day business and to keep them under review in decision making, the design of policies and the delivery of services.
- Maintained schools are public bodies and must comply with the public sector equality duty and set and publish equality objectives.
- A school must demonstrate that it is compliant with the duties of schools as identified in the Equalities Act and that the school positively promotes equality of opportunity for all pupils (e.g. irrespective of gender, race, disability, sexuality).

The main duties under the Equalities Act are:

A school must not:

- Discriminate against a pupil or prospective pupil because of their disability, race, sex, gender reassignment, religion or belief, or sexual orientation;
- Harass or victimise a pupil or prospective pupil. A school must not discriminate against a person in relation to the following activities:
 - Admission to the school;
 - The provision of education to pupils;
 - Access to any benefit, facility or service;
 - Exclusion from school; by subjecting a pupil to any other detriment.

32. **Crime and Disorder Implications** – There are no crime and disorder implications from this report.
33. **Health Implications** – There are no direct health implications linked to the SEND Strategy and associated improvement plan.
34. **Climate Emergency and Sustainability Implications** - There are no climate emergency and sustainability implications from this report.
35. **Human Rights Implications** - There are no human rights implications from this report.
36. **Ward Implications** - The SEND Strategy and associated improvement plan covers all wards in Gateshead.



SEND

Our Priorities 2023-2026



Content



- Foreword
- Where we are now
- Purpose of the strategy
- Our Vision
- Link to Inclusion Strategy
- Our Context
- Our Four Priorities
- Co-Production
- Acronyms



Foreword

Helen Fergusson, DCS

Councillor Gary Haley, portfolio holder for Children and Families

In Gateshead, we believe supporting children with SEND is everyone's business. Through the SEND strategy 2023-2026, we would like to share with you our vision, aspiration and priorities for continuing to build on our support and provision for children and young people and their families.

We are ambitious for our young people with SEND to reach their full potential and we want to make Gateshead a place where children and young people and their parents and carers feel included and can thrive.

Inclusion underpins our core purpose, and we are committed to giving children and young people the best start in life. We want our children and young people to develop their independence and to become confident adults leading productive lives.



Where are we now? Interim SEND Inspection March 2021

What are we doing well:

- Strength of the work delivered during the pandemic
- Disruption minimised for SEND learners during the Pandemic
- Leaders across education, health and care are doing a great job to keep things as normal as possible
- Innovative, creative and hard working workforce across the system
- Strong sense of teamwork pervades in Gateshead
- Young people are listened to and needs are being met
- Early Planning and effective delivery of transitions
- Leaders are striving to recognise and meet needs so children and young people can thrive

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What should we work on:

- Joining up plans across services
- Recovery post disruption to therapy provisions
- Delays for neurological assessment pathway
- Virtual appointments for parents/carers in future
- Supporting young adults into employment and training
- Improving inclusion in all mainstream settings
- Mental health support
- Emerging speech language and communications needs post pandemic

Purpose of our SEND strategy

Who is the strategy for?

This strategy is for children and young people aged 0-25 and their families across Gateshead so that they can understand the actions that partners in education, health and care are taking to deliver inclusive services for children with SEND.

This strategy is also for all practitioners working in services across Gateshead, including all education, health and care professionals with 0-25 age provision. It sets out the expectations for working together to achieve our ambitions for children and young people with SEND.

- The strategy considers all legal duties laid out in legislation and identifies our priorities to ensure a cycle of improvement for children and young people aged 0-25 with SEND, and their parents and carers, over the next 3 years.
- Children and young people with SEND includes Special Educational Needs (SEN) Support, those undergoing assessment for an Education Health and Care Plan (EHCP) and those already with an EHCP.
- The Parent Carer Forum and youth voice representation are integral partners throughout the SEND system and specifically at the strategic level
- Our aim is to have a clear consistent approach to identifying and supporting children and young people in line with Gateshead's graduated approach to education, support and provision.

Our Vision

Our vision is for all children and young people with SEND to **thrive**, have appropriate provision, feel positive about their next steps and believe in themselves.

We put families at the heart of everything we do.



Link to Inclusion Strategy

We know that the Inclusion Strategy will play a significant role in continuing to build on the quality of provision for children and young people with SEND and as such this strategy and the Inclusion Strategy have been developed alongside each other. In our Inclusion Strategy we have set out a vision where we promote the development of strong services that:

- Ensure early identification and early intervention are focussing on inclusive practice and early intervention
- Ensures high quality support services and interventions are available at the earliest opportunity to support children, young people alongside longer term system change
- Enables and promotes everyone to work collaboratively with a shared vision and responsibility to support, challenge and hold each other to account to support children and young people in Gateshead.



Our Context



Number of Children and Young People (CYP) in Gateshead Educational Settings (All ages - 2021/22 academic year)

30,432 > **4859** = **16%**
with SEND

11.9% SEN Support (3618 CYP)
4.1% EHCP (1241 CYP)

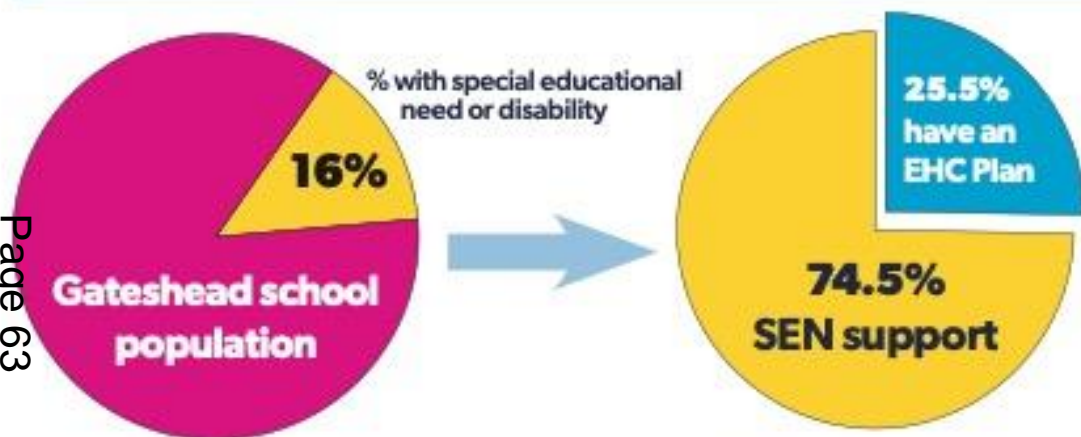
North East 17.6%

13.5% SEN support, 4.1% EHCP

England 16.5%

12.6% SEN Support, 4.0% EHCP

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In 2021/22 academic year, a total of **4859** Gateshead CYP were reported by schools to have a special educational need or disability.

Of these, **25.5%** had an **Education, Health and Care (EHC) Plan** and **74.5%** were categorised as 'SEN Support'.

Referrals INCREASED

The number of children referred to the Council's Pre-school Education, Health and Care Panel has **increased** since 2017.

2017-18
179

2021-22
306

Of the 306 referrals made...

237 children were **seen** by the Council's Early Years Assessment and Intervention Team (EYAIT)

286 children were **seen** by the Children's Development Team/Outpatients

6 of these being **overseen** by the **Early Years SENDCO**.

60 As of September 2022, there were **60 children aged 0-4 with an EHCP**. Of these, **33** are in **mainstream**, **3** are in **independent early years settings** and **24** are in **specialist placements**.

Gateshead children and young people with ...

In 2021/22 academic year...

180 New EHCP's issued
32.3 per 10k population (0 to 24)

North East 38
per 10k population (0 to 24)

England 37
per 10k population (0 to 24)

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Timeliness - New EHCP's issued within **20 weeks** (excluding exceptions)

LA, Region & England	2019	2020	2021
Gateshead	96.6	93.9	97.1
North East	69.8	75.9	71.8
Statistical Neighbours	72.3	81.8	75.9
England	60.4	58.0	59.9

... an EHC Plan

(This data also includes independent schools and Emmanuel College)

The number of statutory school-age CYP with an EHC Plan has **INCREASED** from

2017 **927** 2022 **1241**

4.1%
of CYP in Gateshead
have an EHCP

Gateshead is in line with national and regional averages.

Top 5 areas of need

Over the past 3 years, the top five areas of need reported by schools via School Census have been:

- 1 Speech, Language and Communication Needs (SLCN)** – **INCREASED** from 852 in 2017 to 1103 in 2022
- 2 Moderate Learning Difficulties (MLD)** – 945 in 2017 to 839 in 2022
- 3 Social, Emotional and Mental Health (SEMH)** – **INCREASED** from 586 in 2017 to 776 in 2022
- 4 Autism Spectrum (ASC Autism)** – **INCREASED** from 379 in 2017 to 744 in 2022
- 5 Specific Learning Difficulty (SpLD)** – from 463 in 2017 to 369 in 2022 which has significantly decreased since 2019

CYP at SEN Support

The number of school-age CYP requiring **SEN Support** has **slightly increased** from **3,471 in 2017** to **3,618 in 2022**, which equates to 11.9% of all CYP in Gateshead.

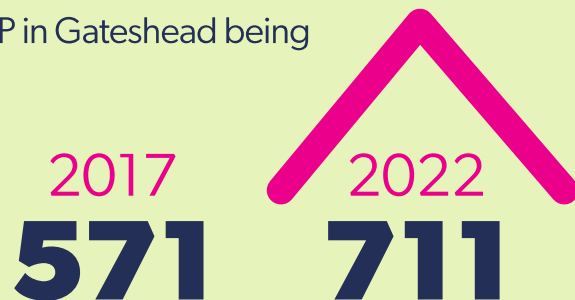
This is **slightly below** the **regional and national figures**.

Special school children and young people

The number of school-age CYP being taught in special schools in Gateshead has risen from 571 in 2017 to 711 in 2022.

This equates to **2.23%** of CYP in Gateshead being taught in special schools.

Gateshead currently has a **higher** proportion of CYP being taught in special schools **compared with national** figures.



North East 2.23%

England 1.61%

Additionally Resourced Mainstream Schools (ARMS) provision

ARMS are schools which specialise in a particular area of learning need. Children and young people in ARMS usually have an Education, Health and Care Plan and are generally taught in **smaller classes** with a **higher level of support** than a normal mainstream school but will have **opportunities to mix with children in the mainstream school.**

The **ARMS provisions** have been **INCREASED** this year to accommodate more children with additional needs. This will relieve pressure on the special schools and allow more children to be included in a mainstream provision.

In Gateshead as of January 2022, there were....

248
young adults
aged 16-19
with an EHC Plan

20
young adults
aged 20-25
with an EHC Plan



Our Priorities

Our strategic approach is to **‘Make Gateshead a place where everyone thrives’.**

For children and young people with Special Educational needs this means our four priorities are:

1. To have a transparent approach to identify children and young people’s needs which is understood by parents, carers and professionals, so that the right support is in place at the right time.
2. To actively engage with children and young people and their parents and carers, so that their vision of 'Our choice, our voice' is heard and supported during strategic planning.
3. For health, social care, and education services to work together to commission the best support for children and young people’s needs, and to keep all children and young people safe.
4. To ensure that children and young people are well prepared, supported and feel positive about taking their next steps.



Priority 1

To have a transparent approach to identify children's needs which is understood by families and professionals:
Right support,
Right Place,
Right time

Key actions are:



- **Develop** an **Inclusion Support Structure** across Gateshead for all stakeholders so that staff with the relevant expertise can be used to ensure more children and young people are able to remain in mainstream provision
- **Review** and **refine** our **multi agency support to children in schools to improve attendance and reduce exclusion**
- **Build on** the **Audit and Quality Assurance Process** for EHCPs to ensure a high-quality plan for all children and young people
- Produce a **Gateshead Quality Provision Toolkit (Ranges)** document
- To build on and develop effective **information sharing practices** with all families and professionals
- To **develop workforce development plans** for all partners working with children and young people with SEND to **support our skilled workforce**

When we get this right, it looks like:

For Children and Young People:

- Children and young people will make progress in school because they feel safe and have the right support for them to be able to flourish
- Children and young people are well prepared for adulthood to maximise their life chances

For the system partnership:

- Streamlined referral processes so that children and young people are supported in a timely manner and in the right way
- All children and young people's needs are accurately assessed in a timely and effective way and high-quality support plans are developed
- Inclusive provision with all practitioners seeing themselves as leaders and champions of children and young people with SEND



Priority 2

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To actively engage with children, young people and their families so that their vision of “Our Voice, Our Choice” is heard and supported during strategic planning.

Key actions are:



- To **build on** the **current offer from SENDIASS** so that even more families are aware of what is available in the local area, and embed a co-produced **Young Person’s Hub** within the Local Offer
- To continue to **develop** innovative and inclusive approaches to gathering feedback from all parents/carers and young people which make a difference
- To **build on** and **develop** the **digital inclusion offer** to support **engagement** and **information sharing** with our children and young people
- To continue to **build on** and **evaluate** the **existing strong parenting offer**
- To **build on** and **evaluate** the **Learning Disability Three Year Plan** and **Autism Strategy Plan**
- **Expand the Vision Friendly Schools Award**

When we get this right, it looks like:

For children and young people:

- All children, young people and their parents and carers feel safe and heard without having to repeat their situation and needs
- All children, young people and their parents and carers know what services are available to them; how to access them and can influence service improvement
- All parents and carers feel they are respected, valued and empowered to meet their children's needs with the right support

For the Partnership System:

- Our workforce across education, health and care are committed to working together to deliver coordinated services to children and young people at the right stage of their development
- Services routinely seek children, young people and their parents and carers views to influence improvement as part of our continual cycle



Priority 3

Health, Social Care
and Education
Services work
together to
commission the
best support and
keep all children
and young people
safe

Key actions are:



- To **strengthen early identification and intervention** to support good mental health for children and young people
- To **evaluate, review** and build upon **our therapy offer**
- To continue to develop the **ARMS provision across Gateshead** to meet the needs of children and young people within mainstream settings
- To develop our **offer of alternative provision**
- **Review the Short Breaks offer** to ensure there is wide ranging support in place to meet the diverse needs of children and young people and their parents, carers

When we get this right, it looks like:

For children and young people:

- Children, young people, parents and carers are assured that services are integrated and working together to meet needs
- Children and young people who experience anxiety and mental health issues will be supported so that they can attend school regularly
- Children young people will have timely access to therapy services
- Children and young people will enjoy a range of social activities

For the partnership System:

- Joint Commissioning underpins our work, and the system works collectively to meet families' needs as early as possible
- Equitable, accessible and timely services across the borough, informed by experiences of people using our services
- Effective monitoring of commissioned provision to ensure high quality services and ensuring that provision is good value for money



Priority 4

To ensure that children and young people are well prepared, supported and feel positive about taking their next steps

Key actions are:



- To **improve attainment and progress at KS4** for children and young people with SEND with a focus on writing skills
- **Robust Transition processes across** education, health and care **are in place for all key stages** to ensure that children and young people are fully prepared and supported
- Build on our **targeted training offer** to support the development of independent living skills for young people with SEND
- Partners **to continue to support internships and apprenticeships** for young people with SEND
- **Transitional workplace training packages** to be developed to ensure children and young people are fully supported

When we get this right, it looks like:

For children and young people:

- Children and young people have a clear pathway to achieving their goals, know who will help them on this journey and have a sense of achievement
- All children and young people with SEND feel included - happy, heard, valued and trusted by those around them
- All children and young people are supported by those who know them best to reduce anxiety, have good mental health, feel confident and achieve their own potential
- All children and young people with SEND are guided onto clear and flexible pathways of support into adulthood

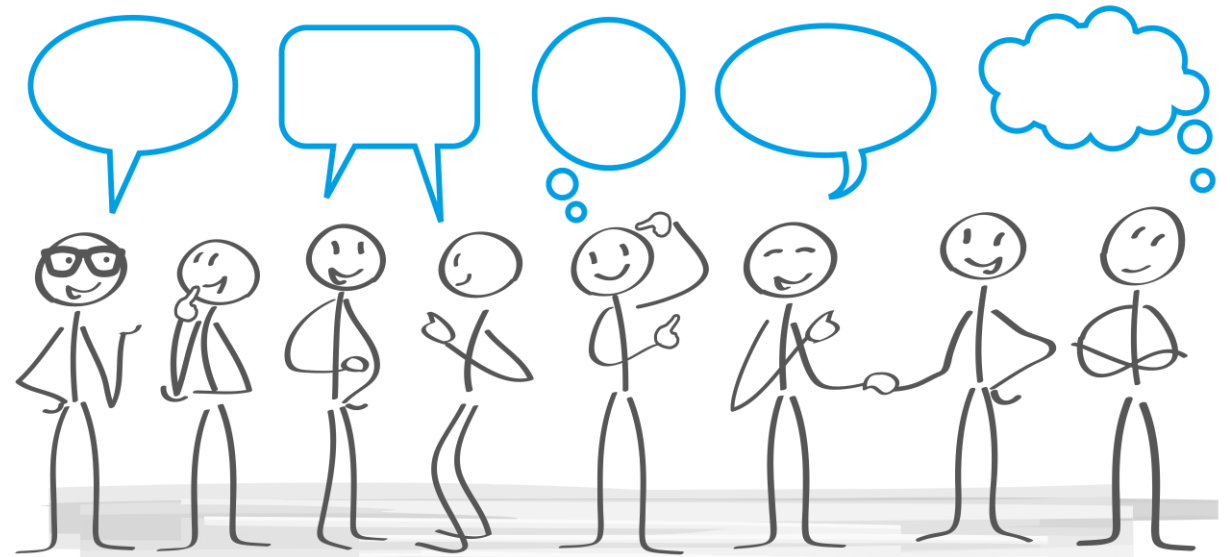
For the partnership system:

- Practitioners are skilled and confident to support children and young people with SEND
- Practitioners in children and adult services will work together to improve young peoples experiences of transition into adulthood



Who have we consulted with?

- Parents and Carers
- Children and Young People
- School Leaders
- Teams across Education
- Teams Across Health
- Teams across Social Care



Acronyms

ADHD	Attention Deficit Hyperactivity Disorder
ARMS	Additionally Resourced Mainstream School
ASC	Autistic Spectrum
CYP	Children and Young People
DCS	Director of Children's Services
EHCP	Education Health and Care Plan
EYAIT	Early Years Assessment and Intervention Team
JSNA	Joint Strategic Needs Assessment
LDD	Learning Disability/Difficulty
MLD	Moderate Learning Difficulties
PCF	Parent Carer Forum
Parent/Parental	This term includes Carers
SALT	Speech and Language

SEN	Special Educational Needs
SEND	Special Educational Needs and Disabilities
SENDSCO	Special Educational Needs and Disabilities Co-ordinator
SEMH	Social Emotional and Mental Health
SLCN	Speech Language and Communication Needs
SLCN	Speech Language and Communication Needs
SpLD	Specific Learning Difficulty
STAMP	Supporting Treatment and Appropriate Medication in Paediatrics
STOMP	Stopping The Over Medication of Children and Young People

Inspection of Gateshead's arrangements for children and young people with special educational needs and/or disabilities



SEND

Gateshead's Response to the Areas for
Development identified by Ofsted and the
Care Quality Commission

July 2023

Introduction

Our vision in Gateshead is for all children and young people with SEND to thrive, have appropriate provision, feel positive about their next steps and believe in themselves. We put families at the heart of everything we do.

Our strategic approach is to 'Make Gateshead a place where everyone thrives'.

For children and young people with Special Educational needs this means our four priorities are:

1. To have a transparent approach to identify children and young people's needs which is understood by parents, carers and professionals, so that the right support is in place at the right time.
2. To actively engage with children and young people and their parents and carers, so that their vision of 'Our choice, our voice' is heard and supported during strategic planning.
3. For health, social care, and education services to work together to commission the best support for children and young people's needs, and to keep all children and young people safe.
4. To ensure that children and young people are well prepared, supported and feel positive about taking their next steps.

Following a local area inspection of Gateshead's services for young people with SEND in May 2023, the local partnership between Gateshead Council and the NHS North East and North Cumbria Integrated Care Board (ICB) will be updating its strategy to ensure young people with SEND in Gateshead have equal opportunities to thrive – from accessing educational support and care services to specialist health care.

Ahead of the inspection taking place, the partnership took steps to address concerns shared by parents and carers of young people with SEND, as well as young people accessing SEND support services themselves, with a consultation in February on how to strengthen support for these children and young people. During the Local Area SEND Inspection, inspectors praised the partnership for its "determination to provide high-quality education and support to all children and young people with SEND" and acknowledged the strength of the work done with local parents, carers and young people to continue to improve services. The Gateshead SEND Strategy 2023-2026, written in January 2023, addresses the inspector's recommendations which include reducing wait times for health services and offering clearer guidance on EHC assessments, while continuing to improve transitions from child to adult services.

This document sets out the Gateshead local area collective response to the findings of the recent inspection of arrangements for children and young people with SEND. It outlines the collective commitment of the partnership in Gateshead to our children, young people and their families to provide an honest account of the changes needed in our local area so that we can deliver this vision and address the findings of the recent SEND inspection.

Inspection findings

Between the 5 May and the 26 May 2023, Ofsted and the Care Quality Commission (CQC) jointly inspected arrangements across education, health and care services to understand how well members of Gateshead's Partnership work together to improve the experiences of children and young people with SEND.

A copy of Gateshead's Inspection Letter can be found on the Ofsted website at:

Gateshead Area SEND inspection May 2023

The inspection found that:

1. Leaders are determined to provide high-quality education and support for children and young people with SEND.
2. Leaders have invested in ARMS provision to meet changing needs.
3. Delays to CYPS are mitigated against with the provision of family events, support workshops and support from the emotional well-being team.
4. Children and young people in residential settings out of Gateshead have their needs met effectively. They are supported well, and systems are in place to ensure they are safe.
5. The fair-access protocols work well, which results in children and young people attending well and has reduced the risk of permanent exclusion.
6. The parent carer forum actively contributes to strategic developments. They feel confident that their views and concerns are listened to.
7. SENDIASS support parents well, giving impartial advice on EHCP's and tribunals.
8. Children's and young people's views are sought and shared with leaders, facilitated by the involvement worker and youth ambassador.
9. The virtual school team play a crucial role in supporting children and young people with SEND who are in our care. They have provided training across schools and health to understand the impact of trauma on school attendance and well-being.
10. Across the partnership, there is a combined strategy for workforce development. This is responding to the growing number neurodevelopmental and social emotional mental health needs among children and young people.
11. Multi-agency working through Early Help and Children with Disabilities teams make a positive difference for children and young people with SEND.
12. The dynamic support register is well established, with a strong multi-agency team providing individualised support.
13. Specialised speech and language teams support young people up to the age of 19, with a smooth transition to adult services and specialist providers.
14. Timely EHCP assessments and amended plans within the statutory 20-week process.

These findings were reflected in Gateshead's accurate self-evaluation form.

Inspection Outcome

The inspection team found that Gateshead's arrangements lead to inconsistent experiences and outcomes for children and young people with SEND and have asked the partnership to work together to address the following areas for improvement:

1. Leaders in health should ensure that plans to target the reduction in waiting times for services clearly identify the support that children and young people and their families will receive while waiting. These plans should contain ambitious timescales for improvement and clear monitoring and evaluation procedures.
2. Leaders in health should ensure there is clear oversight of children and young people as they move through the emotional well-being and mental health support systems in the area. Leaders should provide clear and consistent information to children and young people, families and professionals on the pathway.

3. Strategic leaders across education, health and care should ensure that they provide clarity and consistency of expectations on the level of contribution from all agencies to continue to improve the quality of the EHC assessment and review process.
4. Strategic leaders should continue to improve the transitions from child to adult services in health, education and care. They should ensure that the strategy for preparation for adulthood starts from the earliest years, particularly for children with complex needs.
5. Leaders within the SEND service should improve communication between health, education, care and parents and carers to improve the experiences for children and young people with SEND and their families. They should further develop the role of the SEND caseworkers to strengthen communication. This should include tailored communication for parents and carers new to the country or who speak English as an additional language.

The inspection team also identified the following areas which the partnership must address:

1. Provision for children and young people with physical needs with opportunities for academic qualifications.
2. Strategic plans across education, health and social care for children born with complex needs.
3. Social work assessments to provide a holistic view of children and young people's history and lived experience. This includes ethnicity, language, religion and culture.
4. Reduce waiting times for some children who are waiting for support through the short breaks service.
5. Improve the 18-25 offer in health, to ensure a smooth transition to adult health services

Next steps

Within 30 working days of the publication of the inspection report, Gateshead is required to update and publish its SEND Strategic Priority Action Plan so that the areas for improvement identified by Ofsted and the CQC integrate with the Partnership's existing delivery plan.

The connectivity between the report findings and how these relate to Gateshead's strategic priorities are set out in the following text and diagram.

The SEND Strategy was developed with four key priority areas. These are as follow;

1. To have a transparent approach to identify children and young people's needs which is understood by parents, carers and professionals, so that the right support is in place at the right time.
2. To actively engage with children and young people and their parents and carers, so that their vision of 'Our choice, our voice' is heard and supported during strategic planning.
3. For health, social care, and education services to work together to commission the best support for children and young people's needs, and to keep all children and young people safe.
4. To ensure that children and young people are well prepared, supported and feel positive about taking their next steps.

Within each of the key priority areas are the areas for improvement (AFI) which have been identified from the Local Area SEND Inspection. In the report, there were also other areas for improvement (OA) as detailed below. These other areas for improvement also fit into each of the key priority areas.

Colour Key



Priority 1



Priority 3



Priority 2



Priority 4

Gateshead SEND Strategic Plan

Strategic Priority
Areas from Strategy

P1

To have a transparent approach to identify children and young people's needs which is understood by parents, carers, and professionals, so that the right support is in place at the right time.

P2

To actively engage with children and young people and their parents and carers, so that their vision of 'Our choice, our voice' is heard and supported during strategic planning.

P3

For health, social care, and education services to work together to commission the best support for children and young people's needs, and to keep all children and young people safe.

P4

To ensure that children and young people are well prepared, supported and feel positive about taking their next steps.

Areas for improvement
from report

AFI 1

Leaders in health should ensure that plans to target the reduction in waiting times for services clearly identify the support that children and young people and their families will receive while waiting. These plans should contain ambitious timescales for improvement and clear monitoring and evaluation procedures.

AFI 4

Strategic leaders across education, health and care should ensure that they provide clarity and consistency of expectations on the level of contribution from all agencies to continue to improve the quality of the EHC assessment and review process.

AFI 3

Leaders within the SEND service should improve communication between health, education, care and parents and carers to improve the experiences for children and young people with SEND and their families. They should further develop the role of the SEND caseworkers to strengthen communication. This should include tailored communication for parents and carers new to the country or who speak English as an additional language.

AFI 2

Leaders in health should ensure there is clear oversight of children and young people as they move through the emotional well-being and mental health support systems in the area. Leaders should provide clear and consistent information to children and young people, families, and professionals on the pathway.

AFI 5

Strategic leaders should continue to improve the transitions from child to adult services in health, education, and care. They should ensure that the strategy for preparation for adulthood starts from the earliest years, particularly for children with complex needs.

Other areas for development
identified in report

OA 4

Reduce waiting times for some children who are waiting for support through the short breaks service.

OA 3

Social work assessments to provide a holistic view of children and young people's history and lived experience. This includes ethnicity, language, religion and culture.

OA 2

Strategic plans across education, health and social care for children born with complex needs.

OA 1

Provision for children and young people with physical needs with opportunities for academic qualifications.

OA 5

Improve the 18-25 offer in health to ensure a smooth transition to adult health services.

Accountability arrangements

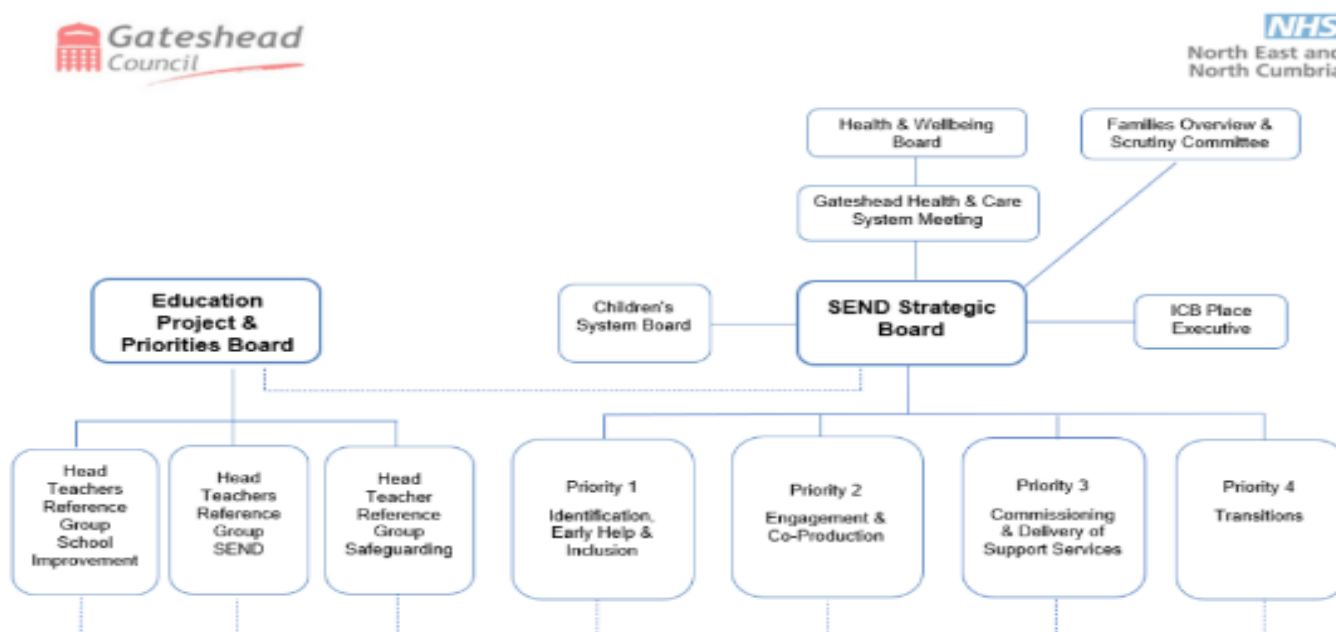
Gateshead’s SEND Partnership Board is responsible for holding partner organisations to account for the delivery of high-quality services for children and young people with SEND and will oversee the delivery of the SEND Strategic Priority Action Plan for Gateshead.

The Board is chaired by the Council’s Strategic Director Children’s Social Care and Lifelong learning and Service Director for Education, Schools and Inclusion in the role of Deputy Chair. The key organisations involved in the SEND Partnership Board are:

- Gateshead Council – Early Help Services, SEND Service, Education Services, Children’s and Adult Social Care, Housing, Public Health
- NHS Northeast and North Cumbria Integrated Care Board (ICB) -- Director of Nursing, ICB Commissioning Lead, Children’s Portfolio Lead
- Gateshead Health Foundation Trust (GHNFT)
- CNTW NHS Foundation Trust
- Voluntary Community Sector Organisations (VCS)
- Representatives from Gateshead’s mainstream schools, designated provisions and special schools
- Gateshead Parent and Carers Forum representative
- Gateshead SEND Youth Forum
- SENDIASS

The SEND Strategic Board is ultimately accountable to the Health and Wellbeing Board.

Structure for Leadership, Governance and Partnerships



Reporting arrangements

So, there is robust oversight of the SEND Strategic Priority Action Plan and Delivery Plan for progress to be made at the right pace and in line with the desired outcomes, each priority for improvement has been allocated a Priority Owner, a named working group, parent and/or carer representative and Head Teacher representation with the following responsibilities:

The overall oversight of the SEND Strategic Priority Action Plan and Delivery Plan is completed by the Strategic Lead for SEND & Inclusion.

Role	Responsibilities
Strategic Lead for SEND & Inclusion	<ul style="list-style-type: none"> • Strategic oversight of the priority areas. • Champion the work of partners involved in supporting and implementing the SEND Delivery Plan. • Remove any barriers to the successful implementation of the SEND Delivery Plan at a strategic level across all organisations. • Support partners in their work to resolve any emerging risks or issues which could impact the delivery of the Plan.
Priority Owners	<ul style="list-style-type: none"> • Operational oversight of the implementation of the agreed actions contained in the Delivery Plan. • Tracking the performance against the success measures in the Delivery Plan. • Identifying risks or issues which may threaten to derail the implementation of the Delivery Plan and working with the Strategic Sponsor to put in place credible plans to resolve any risks or issues. • Producing highlight reports on the progress made against the Delivery Plan on a quarterly basis to be presented at the SEND Strategic Board.
Working Group	<ul style="list-style-type: none"> • Reporting to the priority owner. • Carry out operations in relation to the priority area actions.
Parent and/or carer	<ul style="list-style-type: none"> • Highlight the lived experiences of parents/carers. • Challenge the work of the partnership to support positive improvement and development of service for children, young people and their families. • Support clear communication with families about the progress being made by the Partnership. • Support participation, engagement and coproduction regarding the changes required to services.
Head Teacher Representation	<ul style="list-style-type: none"> • Highlight the lived experiences of schools. • Challenge the work of the partnership to support positive improvement and development of service for children, young people and their families. • Support clear communication with school leaders about the progress being made by the Partnership. • Support participation, engagement and coproduction regarding the changes required to services.

They will be supported by the relevant qualified professionals to implement the activities set out in the SEND Strategic Priority Action Plan and Delivery Plan and will meet monthly to review the progress made, escalate any concerns, identify and resolve issues and risks, as well as address any ongoing performance questions.

Each Priority Leader will present updates at the SEND Strategic Board quarterly. This will include KPIs, time scales and any associated risks. The Project Manager will manage and review the risk log in monthly meetings with the Strategic Lead for SEND & Inclusion.

Measuring the difference, we have made

Progress will be monitored on a monthly basis against the Key Performance Indicators identified in the Plan using the following 'PRAGG' rating:

- | | |
|---|--------|
| • Action completed and embedded | PURPLE |
| • Action significantly delayed | RED |
| • Action in progress | AMBER |
| • Action on track | GREEN |
| • Action not yet started as dependent on or waiting other actions to be completed | GREY |

Softer intelligence will be used to demonstrate the lived experience of children, young people and families. This will include, but is not limited to information collected from:

- Gateshead Parents and Carers Forum
- SENDIASS
- SEND Youth Forum Feedback
- Service user questionnaires
- Case studies
- Complaints and compliments.

Communication plan

Partners including Designated Clinical Officer, Designated Social Care Officer and Service Manager for SEND will work closely with the Gateshead PCF and will meet monthly to oversee regular and transparent communications about the progress made and disseminate these wider to children and young people with SEND and their families.

The Strategic SEND Action Plan will be updated annually and will be uploaded to the Gateshead Local Offer. [Gateshead Local Offer SEND 0 to 25 Years - Gateshead Local Offer SEND 0 to 25 years](#)

General queries about the content of this document can sent to SENTeam@Gateshead.gov.uk

Issue/Recommendation		Key Actions Required	Lead(s)	Timescale	When will we know we have made a difference
<p>AFI 1 (Priority Area 1)</p> <p>Leaders in health should ensure that plans to target the reduction in waiting times for services clearly identify the support that children and young people and their families will receive while waiting. These plans should contain ambitious timescales for improvement and clear monitoring and evaluation procedures.</p>	1	<ul style="list-style-type: none"> Review and transform services to increase capacity and reduce waiting times for therapy services. 	<p>Lynn Wilson – Director of Place, ICB</p>	September 2025 (Within wider NENC ICB transformation programme)	<p>A review of services will have been completed and transformational ways of working implemented to improve the experience for our children and young people. There will be increased capacity for needs assessments and multi-agency approach to prioritisation of those with greatest need.</p> <p>Children and young people will access appropriate support more quickly and before needs escalate.</p>
	2	<ul style="list-style-type: none"> Review and transform Emotional Wellbeing Mental Health service to increase capacity and reduce waiting times. 		September 2025 (Within wider NENC ICB transformation programme)	<p>A review of services will have been completed and transformational ways of working implemented to improve the experience for our children and young people. There will be increased capacity for needs assessments and multi-agency approach to prioritisation of those with greatest need.</p> <p>Children and young people will access appropriate support more quickly and before needs escalate.</p>
	3	<ul style="list-style-type: none"> Ensure alignment with NENC ICB wide work on transforming CYP mental health and learning disability transformation programme. 		September 2025 (Within wider NENC ICB transformation programme)	<p>Reduced variation across the NENC ICS and more timely access to therapeutic services, measured across clinical pathways.</p>
	4	<ul style="list-style-type: none"> Reduced waiting times with trajectories identifying key milestones for access to support and services. 		September 2025	<p>Measurable reductions in waiting list size and waiting times.</p> <p>Families report improvement in efficiency and quality of assessments and review process.</p>
	5	<ul style="list-style-type: none"> ICB review of under 5 neurodevelopmental waiting times 		September 2025	<p>Measurable reductions in waiting list size and waiting times.</p> <p>Families report improvement in efficiency and quality of assessments and review process.</p>
	6	<ul style="list-style-type: none"> Develop a comprehensive, clinically led service specification and data set for therapy services. 		September 2024	<p>Service specifications and pathways will be in place. Improved provision of data for the effective local monitoring of metrics.</p>
	7	<ul style="list-style-type: none"> Improve data flows and performance reporting for therapies and mental health waiting times to improve the experience of children and young people. 		March 2024	<p>Data flows will have been strengthened to ensure all appropriate partners share information and inform the SEND data dashboard to improve the experience of children and young people. Agreed reporting timeframe in place between LA and Health.</p>

AFI 2 (Priority Area 3) Leaders in health should ensure there is clear oversight of children and young people as they move through the emotional well-being and mental health support systems in the area. Leaders should provide clear and consistent information to children and young people, families and professionals on the pathway.	1	<ul style="list-style-type: none"> Have a clarity of offer for children and young people while awaiting assessment/treatment and for pre/post diagnostic support. Improve the visibility on key performance metrics including benchmarking data which provides assurance and informs commissioning priorities 	Lynn Wilson – Director of Place, ICB	March 2024	Clear communication of services shared across the partnership with children, young people and their parent carers. Clear oversight of where Children and Young people are in the system with clear pathways and reporting in order to ensure timely access to services and support
	2	<ul style="list-style-type: none"> Develop and implement clear communication processes about the service provision for professionals and children, young people and families, Ensure information is available via a range of media and utilise existing capacity to effectively share information with young people and families. 		December 2023	Parents/Carers, young people and professionals will report that they have a clear understanding of the pathways to support and the service offer which is easy to access.
AFI 3 (Priority Area 2) Leaders within the SEND service should improve communication between health, education, care and parents and carers to improve the experiences for children and young people with SEND and their families. They should further develop the role of the SEND support workers to strengthen communication. This should include tailored communication for parents and carers new to the country or who speak English as an additional language.	1	<ul style="list-style-type: none"> Review the SEND Statutory Services Team to develop a more responsive service to ensure it meets the needs of children, young people and families and meets the range of statutory duties. 	Suzanne Dunn, Service Director Education, Schools and Inclusion – Gateshead Council	July 24	Full-service review of the statutory SEND services team completed to refine the procedures in place for communication throughout the needs assessment. Families will report a positive experience throughout the needs assessment process.
	2	<ul style="list-style-type: none"> Improve the clarity of communication about the local offer and pathways to access services and support. 		December 23	Gateshead will have an embedded SEND communication strategy meaning; that all partners will have a secure understanding of their responsibilities in relation to communicating with children, young people and their families and when communicating and sharing information with other partners. Parents and carers will report that they have a full understanding of where to find information and to the pathways and services open to their child in the local area.
	3	<ul style="list-style-type: none"> Develop and implement the lines of communication and information sharing pathways to parents and young people and all partners in education, health and social care, in relation to EHCP and SEND Support documentation and reviews. 		February 25	Parents and carers will report that when liaising with health, education or social care that their needs have been heard and they have been fully informed in relation to processes/assessments regarding their child/young person. Children, young people and their families will tell us that they have felt fully informed throughout their needs assessment.

					<p>Parents and carers new to the country or with English as an additional language will report their needs have been met at every point of the needs assessment process.</p> <p>SEND assessment and review processes will have been strengthened to ensure all appropriate partners involved with a child or young person are included in the assessment and review of EHCP and SEN Support plans and are in receipt of a copy.</p> <p>Parents and carers will report that the team around their child are fully informed and involved in relation to all aspects of their special educational needs and that these are considered when decisions are being made.</p>
<p>AFI 4 (Priority Area 1)</p> <p>Strategic leaders across education, health and care should ensure that they provide clarity and consistency of expectations on the level of contribution from all agencies to continue to improve the quality of the EHC assessment and review process.</p> <p>Page 88</p>	1	<ul style="list-style-type: none"> Provide clarity to all partners regarding the expectations of high quality contributions to EHC plans and develop a workforce training offer to support front line practitioners. <p>Develop a robust multi agency audit programme to provide assurance that the quality of plans are improving.</p>	<p>Laura Smith, Strategic Lead for SEND and Inclusion – Gateshead Council</p>	December 24	<p>Children and young people with education, health and care plans will have clear and consistent contributions from all agencies involved in their plan.</p> <p>Multi Agency audits will confirm that education, health and care plans are consistently of a good quality.</p> <p>Children, young people and their families will tell us that their plans reflect their views, care and aspirations for the future.</p>
	2	<ul style="list-style-type: none"> Schools to embed the established "engagement of health professionals flow chart" in the EHCP review process. 		September 24	<p>Education staff/schools will have adopted the Engagement of Health professionals flow chart in the EHCP review process.</p> <p>All health professionals involved with the child/young person will be invited to contribute during initial assessment and all additional review meetings</p> <p>Families will report that during their child/young person review that they have had information from all health professionals involved.</p>
	3	<ul style="list-style-type: none"> Develop the workforce understanding of the assessments of the needs of children and young people with SEN. 		July 24	<p>Education, health and social care colleagues will have a shared understanding of the four areas of special educational need and the meaning of EHCP and SEND Support.</p> <p>Children, young people, and their families will receive a consistent message regarding special educational needs from all professionals in education, health and social care.</p>
	4	<ul style="list-style-type: none"> Improve single and multi-agency quality assurance processes and audits to drive continuous improvement. 		September 24	<p>Gateshead will have an embedded quality assurance process for SEND, both single and multi-agency, across education, health and social care whereby outcomes drive continuous improvement.</p> <p>Children, young people and their families will know this has been achieved as they will be receiving a consistent service offer from education, health and social care in relation to meeting the special educational needs of their child/young person.</p>

AFI 5 (Priority Area 4) Strategic leaders should continue to improve the transitions from child to adult services in health, education and care. They should ensure that the strategy for preparation for adulthood starts from the earliest years, particularly for children with complex needs.	1	<ul style="list-style-type: none"> Review and implement a new graduated approach to identify and assess the needs of children and young people in relation to the four areas of special educational need. Preparation for adulthood targets will be set at the earliest possible stage for each young person. 	Laura Smith, Strategic Lead for SEND and Inclusion – Gateshead Council	September 24	<p>The Gateshead SEND Thresholds will have been published. All partners will have a full understanding of the SEND Thresholds and what this means for children and young people at points of transition in their lives. Children and Young people will have SMART outcomes in their EHCP and SEND Support plans relating to preparation for adulthood.</p> <p>Children, young people, and their families will report that their aspirations are heard and that they have targets relating to preparation for adulthood which support achieving their aspirations.</p>
	2	<ul style="list-style-type: none"> Partnership review, adaptation and embedding of the Ages and Stages guidance to improve the experiences of transition to adulthood for young people with SEND. 		April 2024	<p>Children, young people and their families will report that their transition needs have been planned for in advance of changes and their children have been prepared and supported for their next steps.</p>
	3	<ul style="list-style-type: none"> Implement the Health Transitions multi-disciplinary process between secondary care and primary care 14 – 25 		December 2024	<p>Pilot completed and co-produced pathways and processes for multi-disciplinary teams developed and in place between primary care and secondary care.</p> <p>Audits will provide assurance of an effective health transitions pathway.</p> <p>Young people and their families will report positively in relation to their transition plans and experience into adult health services.</p>
	4	<ul style="list-style-type: none"> Develop implement and share EHC plans with all relevant professionals in education, health and social care. 		December 23	<p>SEND assessment and review processes will have been strengthened to ensure all appropriate partners involved with a child or young person are included in the assessment and review of EHCP and SEN Support plans.</p> <p>Children, young people, and their families will know this has been achieved as they will have full representation of all professionals involved in their child's education and care in attendance or providing advice for the needs assessment and the SEN/EHCP review.</p>
	5	<ul style="list-style-type: none"> Develop Complex Needs Housing Pathway with associated commissioning and development plan. 		December 24	<p>Housing solutions are available in a planned and timely manner for all young people with complex needs within the borough.</p> <p>Young people with complex needs and their families will know that this has been achieved as they will have experienced a planned housing solution pathway in a timely manner to them being able to live independently.</p>
OA 1(Priority Area 3) Provision for children and young people with physical needs with opportunities for academic qualifications.	1	<ul style="list-style-type: none"> Review and implement a new graduated approach to identify and assess the needs of children and young people in relation to the four areas of special educational need. 	Laura Smith, Strategic Lead for SEND and Inclusion – Gateshead Council	September 24	<p>The Gateshead SEND Thresholds will have been published and all partners will have a clear understanding of how the needs of children and young people should be met within mainstream settings. The preparation for adulthood will inform decisions made during reviews for transitions.</p> <p>Children, young people, and their families will report that their aspirations are heard and that they have targets relating to preparation for adulthood which support achieving their aspirations.</p>

	2	<ul style="list-style-type: none"> Review the current ARMs provision available in Gateshead and using data identify the needs moving forward, particularly for key stage 3/4. 		December 24	<p>Gateshead will have an enhanced ARMs offer for young people transitioning into the secondary phase.</p> <p>Young people and their families will know this has been achieved as they will have a wider range of options for their secondary school pathways.</p>
	3	<ul style="list-style-type: none"> Review the current special schools offer and work with leaders to redefine the designations and outreach offer of each setting. 		September 24	<p>Gateshead Special Schools will have redefined designations in response to the changing needs of the population. Special Schools will have a redefined outreach offer to support mainstream settings in meeting the needs of more complex children and young people.</p> <p>Children, young people, and their families will know this has been achieved as they will have a deeper understanding of their child's special school and what they can offer. Parents of children and young people in mainstream school will have an understanding of the outreach offer from special schools and how this can benefit their child or young person.</p>
<p>OA 2 (Priority Area 2) Strategic plans across education, health and social care for children born with complex needs.</p> <p>Page 90</p>	1	<ul style="list-style-type: none"> Develop a multi-agency system for the strategic planning and tracking for education, health and care needs for children born with complex needs. 	<p>Laura Smith, Strategic Lead for SEND and Inclusion – Gateshead Council</p>	December 23	<p>A multi-agency system will be effectively used by all partners in education, health and social care to plan provision for the needs of children and young people born or moving into Gateshead.</p> <p>Gathering and evaluation of data to identify any children with complex needs will inform future provision.</p> <p>Families will report a positive planned experience in relation to preparing their children for education, health and care provision and will understand the support being provided to them.</p>
<p>OA 3 (Priority Area 2) Social work assessments to provide a holistic view of children and young people's history and lived experience. This includes ethnicity, language, religion and culture.</p>	1	<ul style="list-style-type: none"> Review and implement an assessment, chronology and genogram training programme to improve the quality of all assessments in relation to children's lived experiences, ethnicity, language, religion and culture 	<p>Andrea Houlahan, Deputy Director CSC – Gateshead Council</p>	April 2024	<p>Children and family assessment will incorporate a holistic view and understanding of children's needs and evidence lived experiences which informs care planning.</p> <p>Audits of the quality of assessment practice will confirm that these are issues are routinely addressed within social work assessments.</p> <p>Children, young people, and their families will tell us that their assessments reflect their lived experiences and holistic needs.</p>
<p>OA 4 (Priority Area 1) Reduce waiting times for some children who are waiting for support through the short breaks service.</p>	1	<ul style="list-style-type: none"> Review and implement additional short break provisions to meet the needs of children and families. 	<p>Andrea Houlahan, Deputy Director CSC – Gateshead Council</p>	December 2023	<p>Children and young people will have their short break needs identified and there will be sufficient resources in Gateshead to meet the demands for all children in need of short break care without lengthy waits for support.</p>

	2	<ul style="list-style-type: none"> Open additional Saturday clubs to meet the needs of children and families with SEND needs. 		October 2023	More children, young people and their families will tell us that their short break care needs are being met.
	3	<ul style="list-style-type: none"> Review the current arrangements for Direct Payments and Personal Assistants and continue to increase access for families with SEND and SEN support needs. 		December 2023	Children and families will have timely access to direct payments and personal assistant in accordance with their plans and children and families' needs will be met.

Appendix 1

Priority Areas – updates to SEND Board

	Strategic Action Plan and Delivery Plan	Priority 1	Priority 2	Priority 3	Priority 4
September 23	X				
October 23		X		X	
November 23			X		
December 23					X
January 24		X		X	
February 24			X		
March 24					X
April 24		X		X	
May 24			X		
June 24					X
July 24		X		X	
August 24			X		X

Area SEND inspection of Gateshead Local Area Partnership

Inspection dates: 22 to 26 May 2023

Date of previous inspection: 6 to 10 February 2017

Inspection outcome

The local area partnership's arrangements lead to inconsistent experiences and outcomes for children and young people with special educational needs and/or disabilities (SEND). The local area partnership must work jointly to make improvements.

The next full area SEND inspection will be within approximately 3 years.

Ofsted and CQC ask that the local area partnership updates and publishes its strategic plan based on the recommendations set out in this report.

Information about the local area partnership

Since the previous inspection in 2017, there have been several changes to the senior leadership of Gateshead's SEND service. These include the appointment of a new director of children's services, a new director of adult services and commissioning, a new director of education, a new deputy strategic director for children's social care and a new strategic lead for SEND and inclusion.

In 2022, the commissioning of health services across England changed. On 1 July 2022, North East and North Cumbria Integrated Care Board became responsible for the commissioning of health services in Gateshead. This change included the appointment of a new director of nursing, a new director of place and a new executive chief nurse with lead responsibility for SEND.

Gateshead Metropolitan Borough Council commissions alternative provision for secondary-age young people through a single pupil referral unit (PRU). In addition, children and young people benefit from assessment places in additionally resourced mainstream settings (ARMS). For those children and young people who need residential provision, the council commissions a small number of out-of-area placements.

What is it like to be a child or young person with special educational needs and/or disabilities (SEND) in this area?

The 0 to 4 health visiting service implements the Healthy Child Programme well in Gateshead. This results in robust assessments and subsequent referrals at appropriate times. The SEND nursing team within the 0 to 19 service works to mitigate delays in services such as occupational therapy and the bladder and bowel service. Paediatricians in the 0 to 4 service work innovatively to see children with complex needs. They work with children and young people in clinics, at home or in school. This reassures parents and carers and reduces the risk of infection and transport issues.

Too many children and young people with SEND wait too long to access some health services, including mental health pathways, speech and language therapy, neurodevelopmental pathways and occupational therapy. In some instances, children who have been waiting on one pathway have to wait again if professionals transfer them to another service. This means that children and young people and their families experience further frustration and delay.

Children and young people with SEND have access to accurate school-based assessments. The high incidence needs team and low incidence needs team provide specialist support to professionals, parents and carers and children and young people. Most children and young people and their families speak positively about the support that they receive. They welcome the provision provided in ARMS and specialist settings. However, there are a growing number of parents and carers who opt to electively home-educate (EHE) their children. Some parents and carers feel that their child's needs cannot be met in their current school placements. Through the fair access panel (FAP), leaders provide effective support and guidance to these families including advice on alternative placements. Leaders monitor the number of EHE children and young people regularly and respond to any emerging trends.

Children and young people's access to the educational psychology team is inconsistent. Primary headteachers jointly commission an educational psychologist through the FAP. This means that primary-aged children who arrive in Gateshead with significant gaps in their educational history access prompt assessments. However, many other children and young people, including those in the PRU, wait too long to be assessed. Consequently, some of these children and young people do not receive specialist support as quickly as they need.

Young people at risk of, or who have been, permanently excluded access effective support and guidance. The virtual school and educational psychology team provide specialist training to staff who work with these young people. This helps to ensure that young people receive the support that they need to do well.

Young people with SEND who move into post-16 provision are supported well by their social care transition workers and the provider's specialist careers and guidance team for

SEND. Professionals encourage young people to share their views and aspirations in education, health and care plan (EHC plan) reviews. Young people are positive about the travel training available to them. They use this to access a range of educational and social opportunities independently.

Young people who are due to transition to adult social care receive their finalised continuing care plans too late. Despite effective systems for early identification and assessment of needs, the delayed finalisation of the plans means that young people and their families have little opportunity for review and consultation. Leaders have recognised this and have amended the 'Ages and Stages' document to ensure this process begins at an earlier stage.

The specialist knowledge of the Early Help team and Children with Disabilities (CWD) team means that for most children and young people, social workers complete assessments appropriately and at the right level. Children and young people benefit from established multi-agency partnership working. Social workers provide clear plans that support most families and contribute to the EHC plan assessment process.

What is the area partnership doing that is effective?

- Leaders across Gateshead have a determination to provide high-quality education and support to all children and young people with SEND. Leaders have invested in the continued development of the ARMS to ensure that they best meet the changing profile of needs. Post-16 young people with SEND, including those not in education, employment or training, receive a comprehensive package of support and guidance.
- Leaders mitigate the delays that some children and young people with SEND face when accessing the Children and Young People Service (CYPS). This includes the provision of family events to learn about strategies to improve sleep and occupational therapy support workshops. The offer from 'getting help' services, such as the emotional well-being team, remains in place while children and young people are on the CYPS waiting list.
- Leaders ensure that children and young people who live in residential settings out of area are in placements that meet their needs effectively. Social workers visit these children and young people regularly and know them well. The high needs panel and commissioning panel oversee each placement to help to ensure that they are suitable and safe.
- Leaders on the FAP listen to the views of children and young people and their families and match placements to their needs. The FAP team works closely with a range of professionals to ensure that children and young people attend well and have a reduced risk of permanent exclusion.
- The parent carer forum actively contributes to the strategic developments for children and young people with SEND. Representatives of the forum are confident that leaders listen to their views and concerns. Leaders commission Special Educational Needs and Disabilities Information Advice and Support Services support to ensure that parents and carers have effective impartial advice on issues

such as EHC plan applications and SEND tribunals.

- The SEND involvement worker and SEND youth ambassador ensure that they share the views of children and young people with SEND with strategic leaders across the partnership. They work closely with the Gateshead youth forum to encourage children and young people with SEND to access opportunities in their communities. Through the inclusion of animation and recordings, the SEND involvement worker and youth ambassador have increased the accessibility of the local offer.
- Leaders of the virtual school provide effective support for children and young people with SEND in care. The virtual school team provide useful training for key stakeholders in health and education to improve their understanding of the impact of trauma on school attendance and well-being. This is helping to strengthen provision for children and young people.
- Leaders across the partnership have a combined strategy for workforce development. This helps to ensure that the workforce can respond to the growing level of children and young people with neurodevelopmental and social, emotional, and mental health needs.
- Coordinated multi-agency working for children and young people supported through the early help and CWD teams makes a positive difference to children and young people and their families. This includes the provision of parent information sessions on autism spectrum disorder and individualised sex and relationships education.
- The dynamic support register is well established for children with learning disabilities or autism spectrum disorder. A multi-agency team provides individualised support, such as access to appropriate housing and respite care, to meet the needs of these children and young people and their families.
- The specialist speech and language therapy team support young people until their 19th birthday. The team works well to ensure that any young people who require ongoing support receive an appropriate transition to adult services or specialist providers.
- Leaders ensure that the administration of EHC plan assessments is timely. The proportion of EHC plan assessments completed within the statutory 20-week target is well above national figures. Amended plans are typically published in a timely fashion. However, the quality of these plans is variable.

What does the area partnership need to do better?

- Parents and carers express concerns that there is a lack of specialist secondary school provision for children and young people with physical needs that also provides opportunities to obtain academic qualifications and accreditations. This limits the post-16 opportunities for some children and young people with SEND.
- Leaders across the partnership do not plan strategically well for the future education, health and care needs of children born with complex needs. As a

result, these children sometimes do not receive the specialist provision they require soon enough.

- In addition, some parents and carers find communication with the SEND team challenging. They do not feel their views are listened to and understood, which creates unnecessary strain. Some parents and carers struggle to secure EHC plan assessments which can delay admission to specialist settings.
- Contributions to EHC plans from different partners are variable. Health representatives struggle to attend meetings due to the pressures of workload. Where children and young people have social care involvement, contributions from social workers are often limited and do not provide enough detail to be helpful. Furthermore, the authorised officer delays some applications for EHC needs assessments without prior educational psychology involvement. This hinders the identification and assessment of children and young people’s needs.
- Some social work assessments of children in need with SEND do not provide a holistic view of children and young people’s history and lived experience. This includes a lack of consideration of their ethnicity, language, religion and culture. This means that some parents and carers struggle to engage with and understand the support being provided.
- A small number of children and young people with SEND who are eligible for support through the short breaks service experience long waiting times. This leaves some children and young people with SEND with limited opportunities for social interaction and development and contributes to pressure on families. Leaders have increased the capacity of the service and are increasing access to personal assistant support to help mitigate these delays.
- The 18 to 25 offer in health is at times inconsistent. Most young people are transferred to adult services around their 18th birthday; however, young people do not receive the same level of support provided by children’s services. Some young people with additional needs are unable to access adult services easily.
- Too many children and young people wait longer than they should for specialist services such as speech and language therapy, occupational therapy and neurodevelopmental assessments. Leaders have limited oversight of the significant waits that children and young people experience. This has a negative impact on the progress that children and young people make and on the identification of appropriate provision to meet their needs. Leaders have seen success in improving the waiting times for the 0 to 4 assessment pathway. They are building on this success to improve in other areas. However, leaders have not identified sufficient support for families while they wait for other services.
- Parents, carers and professionals across the partnership do not clearly understand the Gateshead mental health support offer. Furthermore, leaders lack secure oversight of children and young people as they move through the service. Consequently, leaders cannot evaluate fully the impact these services have on children and young people with SEND.

Areas for improvement

Leaders in health should ensure that plans to target the reduction in waiting times for services clearly identify the support that children and young people and their families will receive while waiting. These plans should contain ambitious timescales for improvement and clear monitoring and evaluation procedures.

Leaders in health should ensure there is clear oversight of children and young people as they move through the emotional well-being and mental health support systems in the area. Leaders should provide clear and consistent information to children and young people, families and professionals on the pathway.

Strategic leaders across education, health and care should ensure that they provide clarity and consistency of expectations on the level of contribution from all agencies to continue to improve the quality of the EHC assessment and review process.

Strategic leaders should continue to improve the transitions from child to adult services in health, education and care. They should ensure that the strategy for preparation for adulthood starts from the earliest years, particularly for children with complex needs.

Leaders within the SEND service should improve communication between health, education, care and parents and carers to improve the experiences for children and young people with SEND and their families. They should further develop the role of the SEND caseworkers to strengthen communication. This should include tailored communication for parents and carers new to the country or who speak English as an additional language.

■

Local area partnership details

Local authority	Integrated care board
Gateshead Metropolitan Borough Council	NHS North East and North Cumbria
Helen Fergusson Director of Children's Services and Lifelong Learning	Sam Allen CEO NHS North East and North Cumbria Integrated Care Board
www.gateshead.gov.uk	Northeastnorthcumbria.nhs.uk
Civic Centre, Regent Street, Gateshead NE8 1HH	Riverside House, Goldcrest Way, Newburn Riverside (Business Park), Newcastle upon Tyne NE15 8NY

Information about this inspection

This inspection was carried out at the request of the Secretary of State for Education under section 20(1)(a) of the Children Act 2004.

The inspection was led by one of His Majesty's Inspectors (HMI) from Ofsted, with a team of inspectors, including: two Ofsted Inspectors from education and social care; a lead Children's Services Inspector from Care Quality Commission (CQC); and another Children's Services Inspector from CQC.

Inspection team

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Care Quality Commission

Claire Mason, CQC Lead Inspector
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TITLE OF REPORT: **Framework for Considering Applications from Independent Schools Applying to Move into the Maintained Sector**

REPORT OF: **Helen Fergusson, Strategic Director, Children's Social Care and Lifelong Learning**

Purpose of the Report

1. This report seeks Cabinet's approval for the introduction of a new framework for use by the Council when considering applications from independent schools seeking to open a new maintained school to replace an independent school within Gateshead.

Background

2. Legislation allows independent schools to move into the maintained sector and the local authority is the decision maker for such applications.
3. In general, all new state funded schools should be opened as academies, however there are a number of exceptions. These include proposals to open new voluntary aided schools and proposals to replace existing independent schools with new foundation or voluntary controlled schools. The local authority is the decision maker for applications from independent schools wanting to open new maintained schools to replace existing independent schools. The Department for Education (DfE) publishes guidance in relation to a range of school organisation issues, including where independent schools want to move into the maintained sector. A local authority must have regard to this guidance.
4. The updated DfE guidance (January 2023) [Opening and closing maintained schools \(publishing.service.gov.uk\)](https://publishing.service.gov.uk) sets out a number of requirements for local authorities to consider in reaching a decision on proposals to open a new maintained school to replace an independent school. In particular the local authority must ensure that the decision to proceed with such a proposal is clearly based on value for money and that the school is able to meet the high standards expected of state-funded educational provision. The guidance lists a number of specific expectations (p36):
 - That there is genuine demand /need for this type of school place in the local community
 - That the proposal should demonstrate that, as part of a broad and balanced curriculum, the proposed new school would promote the spiritual, moral, cultural, mental and physical development of pupils at the school and of society, as set out in the department's guidance [Promoting fundamental British Values through SMSC](#)
 - That the proposal is compliant with the DfE's [School Admissions Code](#)

- That the school is viable and cost-effective, using the DfE's guidance in Section A2 of [How to apply to set up a mainstream free school - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

5. In addition, the local authority as the decision maker must consider:

- The Public Sector Equality Duty (PSED), which requires local authorities to have due regard to the need to:
 - eliminate discrimination;
 - advance equality of opportunity; and
 - foster good relations between people with a protected characteristic and those without that characteristic
- The impact of the proposals on the relevant protected characteristics and any issues that may arise from the proposals.
- that the proposer has shown a commitment to providing access to a range of opportunities which reflect the ethnic and cultural mix of the area in which a school is located, whilst ensuring that such opportunities are open to all.
- the impact of any proposal on local integration and community cohesion objectives and have regard to the [Integrated Communities Action Plan - GOV.UK \(www.gov.uk\)](http://www.gov.uk).
- how children will travel to the school and be satisfied that the proposers have taken into account that the children they expect to apply for the school will be able to travel there sustainably, where possible, e.g. by walking, cycling or using public transport.

Proposal

6. It is proposed that Cabinet approves the framework to assess applications by Independent Schools in Gateshead Wishing To Join The Local Authority Maintained Sector (Appendix 2). The framework will provide information about the way in which the Council will assess an application and the evidence required. The framework will provide a clear and transparent process; enable potentially interested schools wishing to apply the opportunity to plan for an application and ensure there are clear timescale for a Local Authority response.

Recommendations

7. It is recommended that Cabinet endorses the Framework for considering applications from independent schools applying to move into the maintained sector.

For the following reasons:

- (i) The framework will assist the Council in its decision making.
- (ii) Prospective applicants will be clear about the Council's expectations

Policy Context

1. Legislation permits proposals for a new voluntary aided school or, where there is an existing independent school, to replace this with a new foundation (including foundation special) school or voluntary controlled school. These are exceptions to the normal requirement for new state maintained schools to be academies. Under section 11 of the Education and Inspections Act 2006, any person may propose to establish a new maintained school falling within the exceptions covered in that section. Proposals must be submitted to the local authority and the local authority will decide whether to accept the proposals or not. When making a decision, the local authority must take account of the Department for Education's statutory guidance on establishing a new maintained school.

Consultation

2. The Leader and Children's and Young People's Portfolio Holders have been consulted in the preparation of this report.

Alternative Options

3. To not have a framework would make it more difficult for the Council in reaching a decision, and proposers would be unclear of the expectations of the Council, as the decision-maker.

Implications of Recommended Option

4. **Resources:**
 - a) **Financial Implications** – The Strategic Director, Resources and Digital confirms that there are no direct financial implications arising from this report. On proposing to open a new maintained school to replace an existing independent school, the new school would become funded through the Council's allocation of the Dedicated Schools Grant. The school's revenue funding would be decided in accordance with Gateshead's school funding formula.
 - b) **Human Resources Implications** – the framework explains that as part of due diligence, clarification and confirmation will be required to ensure HR policies are in accordance with The School Staffing (England) Regulations 2009 and the statutory guidance on Managing staff employment in Schools and on school teacher's pay and conditions.
 - c) **Property Implications** - the framework explains the standard of accommodation required before entry into the maintained sector would be approved and therefore, makes clear that a move to the maintained sector will not secure priority for major capital investment. The replacement school becomes part of the maintained estate and will be eligible for capital funding streams that occur from time to time.

5. **Risk Management Implication -**

There is a risk to the reputation of the Council if independent schools become maintained and do not provide a good standard of education, do not have good governance or are not financially robust. The requirements within the framework ensure these factors are fully explored.

There is a financial risk to the Council if schools are not in adequate premises. Each year, the Council receives a limited pot of monies in relation to the condition of school premises. Should an existing independent school in poor premises become maintained, this could present a burden on these funding streams.

6. **Equality and Diversity Implications**

The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
- advance equality of opportunity between people from different groups
- foster good relations between people from different groups

The broad purpose of this duty is to integrate considerations of equality into day to day business and to keep them under review in decision making, the design of policies and the delivery of services.

Maintained schools are public bodies and must comply with the public sector equality duty and set and publish equality objectives.

A school must demonstrate that it is compliant with the duties of schools as identified in the Equalities Act and that the school positively promotes equality of opportunity for all pupils (e.g. irrespective of gender, race, disability, sexuality).

The main duties under the Equalities Act are:

- A school must not:
 - discriminate against a pupil or prospective pupil because of their disability, race, sex, gender reassignment, religion or belief, or sexual orientation;
 - harass or victimise a pupil or prospective pupil. A school must not discriminate against a person in relation to the following activities:
 - admission to the school;
 - the provision of education to pupils;
 - access to any benefit, facility or service;
 - exclusion from school; by subjecting a pupil to any other detriment.

Maintained schools are public bodies and must comply with the public sector equality duty and set and publish equality objectives. A new maintained school replacing an independent school should demonstrate its ability to deliver the national curriculum and to meet the diverse needs of pupils, including pupils with special educational needs. Maintained schools have obligations under section 78 of the Education Act (2002) which requires schools, as part of a broad and balanced

curriculum to promote the spiritual, moral, cultural, mental and physical development of pupils at the school and of society.

7. **Crime and Disorder Implications** – There are no Crime and Disorder implications arising from this report.
8. **Health Implications** – There are no direct health implications arising from this report.
9. **Climate Emergency and Sustainability Implications** - There are no climate emergency and sustainability implications arising from this report.
10. **Human Rights Implications** - There are no direct human rights implications arising from this report.
11. **Ward Implications** - There are no specific ward implications arising from this report.

Background Information

12. The following documents have been relied on in preparation of the report –
 - Opening and Closing maintained Schools, DfE, 2023
 - Promoting Fundamental British Values through SMSC, DfE, 2014
 - School's Admissions Code, DfE, updated 2022
 - How to apply to set up a mainstream free school, DfE, 2022
 - Integrated communities Action Plan, DfE, 2019

Information for Independent Schools in Gateshead Wishing to Join the Local Authority Maintained Sector

Information for Independent Schools in Gateshead Wishing to Join the Local Authority Maintained Sector

Legislation allows independent schools to move into the maintained sector and the local authority is the decision maker for such applications.

In general, all new state funded schools should be opened as academies, however there are a number of exceptions. These include proposals to open new voluntary aided schools and proposals to replace existing independent schools with new foundation or voluntary controlled schools. The local authority is the decision maker for applications from independent schools wanting to open new maintained schools to replace existing independent schools. The Department for Education (DfE) publishes guidance in relation to a range of school organisation issues, including where independent schools want to move into the maintained sector. A local authority must have regard to this guidance.

The updated guidance (January 2023) [Opening and closing maintained schools \(publishing.service.gov.uk\)](#) sets out a number of requirements for local authorities to consider in reaching a decision on proposals to open a new maintained school to replace an independent school. In particular the local authority must ensure that the decision to proceed with such a proposal is clearly based on value for money and that the school is able to meet the high standards expected of state-funded educational provision. The guidance lists a number of specific expectations (p36)

- That there is genuine demand /need for this type of school place in the local community
- That the proposal should demonstrate that, as part of a broad and balanced curriculum, the proposed new school would promote the spiritual, moral, cultural, mental and physical development of pupils at the school and of society, as set out in the department's guidance [Promoting fundamental British Values through SMSC](#)
- That the proposal is compliant with the DfE's [School Admissions Code](#)
- That the school is viable and cost-effective, using the DfE's guidance in Section A2 of [How to apply to set up a mainstream free school - GOV.UK \(www.gov.uk\)](#)

In addition, the local authority as the decision maker must consider:

- The Public Sector Equality Duty (PSED), which requires local authorities to have due regard to the need to:
 - eliminate discrimination;
 - advance equality of opportunity; and
 - foster good relations between people with a protected characteristic and those without that characteristic
- The impact of the proposals on the relevant protected characteristics and any issues that may arise from the proposals
- that the proposer has shown a commitment to providing access to a range of opportunities which reflect the ethnic and cultural mix of the area in which a school is located, whilst ensuring that such opportunities are open to all.
- the impact of any proposal on local integration and community cohesion objectives and have regard to the [Integrated Communities Action Plan - GOV.UK \(www.gov.uk\)](#)

- how children will travel to the school and be satisfied that the proposers have taken into account that the children they expect to apply for the school will be able to travel there sustainably, where possible, e.g. by walking, cycling or using public transport.

Gateshead local authority has developed a framework, based on this guidance, to assess applications by independent schools that seek to join the maintained sector. This document provides information about the way in which the council will assess an application and the evidence required.

At the earliest stage of consideration, please note;

It is expected that your application is able to evidence that the school has already made progress to adapt your governance, leadership, and management systems, so that they are ready for the rigours of the state sector and the Ofsted inspection under the common inspection framework.

Declaration of financial liabilities

Applicants will be required to sign a declaration guaranteeing that you have disclosed all your financial liabilities, including any tax disputes. If your independent school has significant debts, it is very unlikely to be approved. Maintained Schools also need to follow Gateshead Council's Manual of Financial Procedures.

[Manual of Financial Procedures - Gateshead Intranet](#)

Premises

If your school requires capital investment, it is unlikely to be approved.

Quality of education

Schools need to demonstrate that they are currently offering a 'good' or 'outstanding' educational offer to be considered.

Small schools

In order to provide a sustainable broad and balanced curriculum there is a presumption that primary provision should have a minimum of two forms of entry of 30 pupils, and secondary provision have a minimum of four forms of entry of 30 pupils. Schools smaller than this are unlikely to be approved.

Schools outside Gateshead

Unless there are very exceptional circumstances, schools outside of Gateshead are very unlikely to be approved.

Application process

Any independent school that is considering making an application should contact the council at the earliest opportunity. The application should be completed and submitted when the governing body of the independent school considers that it is fully prepared to join the maintained sector and is ready to present all of the information and evidence that it would like the council to consider.

The Application form comprises of the following

Application form:	To be completed in full as an accompaniment to the range of evidence requested.
Appendix A:	Self-assessment on achievement of the school, the quality of teaching, behaviour and safety of pupils, quality of leadership in, and management of your school
Appendix B:	Self-assessment of the governance arrangements of the school
Appendix C:	Declaration

Appeals and reapplying

Decisions by the Council are final and there is no formal appeals process. If your application is not successful, you will receive a feedback letter giving information about the judgement. You should allow enough time to address any weaknesses and strengthen your application before reapplying. If you are reapplying after being unsuccessful previously, we expect you to demonstrate explicitly how you have changed your application in response to the written feedback you received. If this feedback is not addressed, it is likely that your application will not be considered further, and you may not get full feedback on the application.

Guidance for preparing an application:

Your application must be able to evidence that the school has already made progress to adapt your governance, leadership, and management systems, so that they are ready for the rigours of the state sector and the Ofsted inspection under the common inspection framework. Below are the requirements that you will need to be able to demonstrate and evidence to the council, as it considers your request.

A. There is a genuine demand/need for this type of school in the local area

Independent schools seeking to become a Gateshead maintained school should enhance choice and increase the number and quality of school places locally. You will need to show how the independent school will do this in Gateshead. The address of the school should be located in Gateshead, unless there are very exceptional circumstances that you would like the council to consider.

You will need to demonstrate that there is a strong and sustained demand for your education offer. To do this, you will need to provide data showing applications for school places and numbers on roll for the last three years.

Where the school is proposing to operate as a designated faith school, a demand for places for pupils of that faith must be demonstrated. It is expected that:

- a. the school should be fully subscribed (defined as 95% full against normal admission numbers) in two-year groups (Reception and year one for primary or year 7 and 8 for secondary) for two out of the three previous years before the date of application.
- b) the percentage of Gateshead resident pupils attending the school should be at least 80% for primary and 70% for secondary at the date of application.

The address of the school is located in Gateshead unless there are very exceptional circumstances.

In proposing any expansion you will need to set out clearly how this will be managed. You should set out the suitability of the related curriculum offer and be clear about the capacity of the school, in terms of site, staff, and resources to make expansion a success.

B. The school is able to meet the high standards expected of state funded educational provision

The School should have been registered as an independent school with the DfE for a period of at least two years.

The School should provide an education offer that is rated as good or outstanding in all aspects by Ofsted (e.g. leadership and management, teaching, safeguarding). The Ofsted inspection should have taken place within two years of the application.

(Note: Where the last Ofsted review is 'good or outstanding' but more than two years old, a robust, externally validated self-assessment may, when considered alongside other evidence, be considered sufficient.)

The school must provide a current self-assessment against the Ofsted common inspection framework for maintained schools and the self-assessment must be externally validated by an Ofsted trained inspector or a locally authority commissioned review.

You should demonstrate how the leadership in your school has or will have successful systems in place to monitor and develop the effectiveness of teaching and learning, and the continuous professional development arrangements to underpin that;

You must provide a self-assessment of current governance arrangements and provide clear transition plans, if necessary, to a highly effective governing body within the state sector;

The school may also wish to commission an independent review of its governance arrangements to submit as evidence.

The school must provide minutes from the previous 12 months' meetings of its main governing body.

The school must provide the proposed instrument of governance for the new maintained school.

C. Current and projected financial health of the proposer is strong

The school proposer (if different to the school) must provide financial information to demonstrate the financial health of the organisation/trust – the last three years audited accounts together with financial information for any period since the last audited accounts.

In relation to the school, the school must provide financial information to demonstrate the financial health of the school– the last three years audited accounts together with financial information for any period since the last audited accounts.

The council may engage its own independent financial advisors to assess the financial health of the proposer and/or school and therefore the proposer/school must be prepared to share information, if requested.

D. The proposal represents long term value for money

The school must provide a five year projected revenue budget for the future operation of the school as a maintained school that demonstrates a fully funded broad and balanced national curriculum from within state funds (voluntary contributions allowable in proscribed circumstances to fund activities over and above the national curriculum requirements). The projected revenue budget must follow the national scheme for Consistent Financial Reporting in schools (CFR).

The school must confirm its compliance with national pay provisions and provide information on staffing costs, including National Insurance and Pension contributions.

It is expected that the average cost per pupil at the school, taking account of all of the factors within Gateshead's funding formula, will be within the current range of Gateshead schools for a similar phase (primary, secondary, all through).

The school is invited to set out how it will work in partnership with other Gateshead schools, utilising its resources and expertise, to contribute to the achievement of all of Gateshead's children.

E. Suitability

The school must demonstrate how it supports UK democratic values, including respect for the basis on which UK laws are made and applied, respect for democracy, support for individual liberties within the law and mutual tolerance and respect as set out in DfE guidance 'Promoting fundamental British values as part of promoting pupils' spiritual, moral, social and cultural development'.

The school will need to be able to describe how the school will promote these fundamental British values across a range of subjects as part of a broad and balanced curriculum and how pupils in the school will develop and demonstrate skills and attitudes that will allow them to participate fully in, and contribute positively to a life in modern Britain.

F. The school is able to deliver the whole of the national curriculum to the expected high standard

Where the school is currently delivering the whole of the national curriculum, evidence of this must be provided. The school must provide a curriculum timetable for all year groups.

Where a school is not providing the whole of the national curriculum, the school needs to provide evidence of its plan of action to develop and deliver the whole national curriculum offer as a state maintained school.

Where a school relies on voluntary contributions or donations for the delivery of any part of the school day (excluding after school activities), the school must provide information on the number of timetabled hours provided by state funds and the number of timetabled hours reliant on voluntary contributions/donations. Whilst there is no statutory requirement

for the number of state funded school hours, there is an expectation that it will be broadly in line with other Gateshead state-maintained secondary schools.

The school must demonstrate its ability to meet the needs of children with special educational needs and its capacity to cater for children with special educational needs placed at the school as a result of a pupil's Education, Health and Care Plan.

The school must demonstrate how it will monitor and track pupil progress effectively and meet both Ofsted's pre- and post-16 achievement criteria (if appropriate).

If a secondary school, the school must provide information on the destination of its pupils.

G. The school meets the requirements as set out in the Equalities Act

The school must demonstrate that it is compliant with the duties of schools as identified in the Equalities Act and that the school positively promotes equality of opportunity for all pupils (e.g. irrespective of gender, race, disability, sexuality). The main duties under the Equalities Act are:

A school must not:

- discriminate against a pupil or prospective pupil because of their disability, race, sex, gender reassignment, religion or belief, or sexual orientation;
- harass or victimise a pupil or prospective pupil.

A school must not discriminate against a person in relation to the following activities:

- admission to the school;
- the provision of education to pupils;
- access to any benefit, facility or service;
- exclusion from school;
- by subjecting a pupil to any other detriment.

Maintained schools are public bodies and must comply with the public sector equality duty and set and publish equality objectives.

H. Evidence is provided to allow the local authority to undertake due diligence

The Department for Education sets out the statutory policies that are required of state maintained schools. These can be found at

<https://www.gov.uk/government/publications/statutory-policies-for-schools>

Applicants should ensure that they have prepared policies to comply with these requirements. The guidance sets out the requirements to make policies available on a schools website.

In considering the application, the council may ask for any of these policies. These will need to be provided on request. It is the responsibility of the governing body to ensure that the school's policies comply with statutory requirements and the purpose of the council's request is to satisfy itself that the governing body is making sufficient preparations to become state-maintained.

Due diligence by the council includes but is not limited to:

- Financial health (above)
- Admission criteria meet statutory requirements and comply with the School Admissions code
- National Curriculum requirements (above), including curriculum policy
- Governance arrangements (above)
- HR requirements (e.g. evidence of appropriate recruitment policies, pay and appraisal policy, disciplinary policy, sick pay policy) in accordance with The School Staffing (England) Regulations 2009 and the statutory guidance on Managing staff employment in schools and on school teacher's pay and conditions
 - Qualified Teacher Status of teaching staff
- Safeguarding (e.g. evidence of DBS checks for all staff and appropriate systems and policies, completion of Gateshead's Safeguarding Audit
 - Inclusion and Special Educational Needs - ability to provide the type of arrangements for children with Special Educational Needs and Disabilities (SEND) expected by the SEND Code of Practice including the information report
- Behaviour and exclusions
 - Arrangements for dealing with complaints,
- Arrangements for the school's land and buildings
 - Voluntary contribution policy
- Catering arrangements for pupils entitled to free school meals
- Attendance policy and data
 - Policy and arrangements for the spiritual, moral social and cultural development of pupils,
 - Arrangements for independent careers guidance provision (for secondary schools)
 - Data protection and arrangements for Freedom of Information
 - Register of business interests of headteachers and governors
- Destinations data (for secondary schools)

Where policies or requirements are expected to change as a result of the school becoming maintained, details of such changes should be submitted to the local authority.

I. The school building is appropriate or can easily be improved

Buildings must meet standards set out for maintained schools or the school must provide a costed and active plan of action (with evidence of funding source in place) to meet the requirements.

The school must demonstrate that it has sufficient financial resources to meet the financial responsibilities of any planned maintenance work for a 5-year period.

- The school must provide a condition survey that must have taken place within 1 year of the application.
The school must provide asbestos survey and register that must have taken place within 1 year of the application.
- Current Health and Safety document.
- Energy bills for the most recent year.
- Latest servicing certificate (maintenance) within 1 year.
- Current fire management/ risk assessment/ escape plan.
- Complete Gateshead's compliance spreadsheet.

School must demonstrate that in the five years following the VA transfer the school will not have any major capital expenditure.

Gateshead Framework for Independent Schools in Gateshead Wishing to Join the Local Authority Maintained Sector

Submission

Please submit both physical and electronic copies of your application, ensuring that you have completed Appendix A, B and C. Please attach all sources of evidence that you wish the council to consider.

Post Submission

If your independent school passes the paper-based assessment, your school will receive a visit from one or more representatives of the Council before being invited to interview. The visit will form part of the assessment of the transition plans in your application and your self-assessment and will inform interview questions.

Appeals and reapplying

Decisions by the Council are final and there is no formal appeals process. If your application is not successful, you will receive a feedback letter giving information about the judgement. You should allow enough time to address any weaknesses and strengthen your application before reapplying. If you are reapplying after being unsuccessful previously, we expect you to demonstrate explicitly how you have changed your application in response to the written feedback you received. If this feedback is not addressed, it is likely that your application will not be considered further, and you may not get full feedback on the application.

Data protection

Personal data is collected in order to consider an application to set a Gateshead maintained school and will not be used for other purposes.

Timeline

As soon as the application and all relevant documentation is received, we will begin the process of assessing your submission. Applications should be assessed in 3 months and a visit by a Council representative will then take place, followed by an interview. The application will be dealt with by Cabinet, and a decision agreed, within 12 months of receiving the submission.

Information about the current independent school

1. The name and address of the current independent school.
2. Date the school was established.
3. Please set out any particular ethos of the current school, including any educational philosophy.
4. Please set out the current ownership and governance arrangements for the **independent school** (trust, company, governing body) and set out the relationship and responsibilities between parties involved in the governance.

5. Please list all members of the current Trust and/or governing body, identifying any specific role (e.g. Chair, Vice chair etc).
6. Please list dates of Governing Body meetings over the last 12 months and provide minutes of the meetings.
7. Please set out the current ownership arrangements for the land and premises.

Information about the proposed maintained school

8. The name and address of the proposed maintained school.
9. Please set out any particular ethos of the proposed maintained school, including any educational philosophy if different from above.
10. Please set out the proposed governance arrangements of the proposed **maintained school** and the proposed relationship and responsibilities between parties involved in the governance.
11. Please list all members of the proposed governance arrangements of the proposed maintained school, identifying any specific role (e.g. Chair, Vice chair etc)
12. Please set out the proposed ownership arrangements for the land and premises for the proposed maintained school.

A. There is a genuine demand/need for this type of school in the local area

13. Please set out your evidence there is a need for the proposed maintained school in the area. Where the school is proposing to operate as a designated faith school, a demand for places for pupils of that faith must be demonstrated.
14. In your current independent school, please confirm the number of pupils you seek to receive in September each year in Reception for primary schools or Year 7 for secondary schools.
15. Please confirm the current number of all pupils in your school.
16. Please confirm the number of these current pupils that are resident in Gateshead.
17. Please provide the number of pupils on roll for each of the last five years in each year group.
18. For each of the last five years, please provide the number of applications received for entry (either Reception or Year 7 places) and the numbers that start in September each year.
19. For the proposed maintained school, please provide the projected number of pupils in each year group for the first seven years of operation.
20. In proposing any expansion to your current numbers you will need to set out clearly how this will be managed. Please set out the suitability of the related curriculum

offer and the capacity of the school, in terms of site, staff, and resources to support an expansion.

B. The school is able to meet the high standards expected of state maintained funded educational provision

21. Please confirm the date and outcome of your last Ofsted inspection and provide a link to the inspection report.
22. Please confirm that you have provided your latest self-assessment against the Ofsted common inspection framework (Appendix A).
23. Please confirm how your self-assessment has been externally validated and provide contact details of the external validator (or organisation).
24. Please provide minutes of your Governing Body meetings for the last 12 months.
25. Please provide a self-assessment of your governing body (Appendix B) and provide evidence/examples of how your governing body has effectively monitored and challenged the independent school to improve educational standards.
26. Please set out how your proposed governance structure, and roles and responsibilities will ensure accountability and effective decision making in the new proposed school and drive continuous improvement in the school.
27. Please set out any transition or improvement plan to ensure that the governing body of the new maintained school will be a highly effective governing body in driving continuous improvement. In particular, you should demonstrate how the leadership in your school has or will have successful systems in place to monitor and develop the effectiveness of teaching and learning, and the continuous professional development arrangements to underpin that.
28. Please provide the proposed instruments of governance for the new maintained school.
29. For secondary schools, please provide details of the destination of pupils who have left your school in, at least the last two years.

C. Current and projected financial health of the proposer is strong

30. Please provide three years audited accounts of a) the school and b) the proposing organisation/trust (if different).
31. Please set out any secured and unsecured loans of) the school and b) the proposing organisation/trust (if different).
32. Please set out any other financial liabilities of a) the school and b) the proposing organisation/trust (if different).

33. Please confirm that, if requested, you are prepared to share financial information in relation to the proposing organisation/trust and the school with the council's independent financial advisors.

D. The proposal represents long term value for money

34. Please provide a five-year projected revenue budget for the proposed maintained school that follows the national scheme for Consistent Financial Reporting in Schools (CFR).
35. Please provide a list of all posts in the proposed maintained school (teaching, support, management, administrative) together with the salary information, employer contributions (national insurance and pension contributions).
36. Please confirm that your pay policy complies with the provisions in the School Teachers' Pay and Conditions. If not, please set out the steps and timetable for ensuring that your pay policy complies and all staff are paid according to these provisions.
37. Please provide a copy of your policy in relation to voluntary contributions in the proposed maintained school.
38. If your budget relies on regular voluntary contributions for the delivery of any part of the school day (excluding after school activities), please provide evidence for any assumptions you have made in relation to these contributions.
39. If your budget relies on regular voluntary contributions for the delivery of any part of the school day (excluding after school activities), please set out the elements of the curriculum or other activities which are dependent on these voluntary contributions.
40. If your budget relies on regular voluntary contributions or donations for the delivery of any part of the school day (excluding after school activities), please set out number of timetabled hours each week that will be funded by
- a. State funding through the schools funding formula
 - b. Voluntary contributions or donations.
41. Please set out how the school will work in partnership with other local schools. for example, utilising resources and expertise, to contribute to the achievement of all of Gateshead's children.

E. Suitability

42. Please describe the approach of the proposed maintained school to provide for the spiritual, moral, social and cultural development of the pupils and in particular, to meet the Department for Education's guidance 'Promoting pupils' spiritual, moral, social and cultural development'. Please demonstrate how the school will promote fundamental British values across a range of subjects as part of a broad and balanced curriculum.

43. Please provide examples of how pupils in the school will develop and demonstrate skills and attitudes that will allow them to participate fully in, and contribute positively to a life in modern Britain.

F. The school is able to deliver the whole of the national curriculum to the expected high standard

44. Please provide your proposed timetable for each year group (weekly or fortnightly timetable).

45. Please provide a breakdown of the how many hours in the timetable (weekly or fortnightly) that is allocated to the teaching of

- a. English
- b. Maths
- c. Science
- d. PE

46. Please indicate any areas of the national curriculum that are underdeveloped and set out your plans to strengthen or improve this aspect of the curriculum. Please indicate the resources required to deliver the improvement and the timetable for implementing the improvement (e.g. if your music offer is not yet meeting the expectations of the national curriculum, what steps are you taking and when will the steps be taken)

47. Please provide a staff structure, clearly indicating lines of accountability and responsibilities.

48. Please provide a list of all staff that will be employed in the proposed maintained school and indicate whether each person has Qualified Teacher Status (QTS) and when it was gained. If a teacher is unqualified, please set out the plan of action and timetable for acquiring QTS.

G. The school meets the requirements as set out in the Equalities Act

49. Please set out how the maintained school will demonstrate that it is meeting the requirements as set out in the Equalities Act.
(you may find it helpful to consult the 'Guidance for schools on the Equality Act')

H. Due diligence

50. Please provide copies of all policies that are statutory requirement of the Department for Education. Please see required
<https://www.gov.uk/government/publications/statutory-policies-for-schools>

51. Please provide a copy of your register of interest for the headteacher and governors of the proposed maintained school.

52. Please provide a signed declaration as set out in Appendix C

I. The school building is appropriate or can easily be improved

- 53. Please confirm whether your current premises meet the requirements of Gateshead's maintained schools (check – do we have a doc – see SW). If not, please provide a costed timetabled plan of action together with evidence of the source of funding that will ensure the premises will meet this standard.
- 54. Please provide a condition survey that must have taken place within 1 year of the application.
- 55. Please provide a recent asbestos survey and register (dated within 1 year of the application).
- 56. Please provide a copy of the last 12 months energy bills.
- 57. Please provide a fire management/ risk assessment/ escape plan.

Appendix A. Self – assessment against Ofsted framework for the current independent school

Please complete the following self-assessment in full.

Name of school						
Girls/Boys/ Co-educational		% Special Educational Needs	% Free School Meals (or pupils on bursaries)	% English as an Additional Language	% Persistent Absence	% Attendance
Name of principal		Additional information about the school				
Chair of governors		[Please provide details about your school's site, physical environment and any finance issues, including any debt you may have.]				
Number of pupils currently on roll						
Capacity						

Your assessment against Ofsted framework (please provide a commentary) Review outcomes - current position		Your self-assessed Ofsted grade (1-4)	Required position - risks, actions plan (including priorities identified) and timescales
Overall Position	[Please provide an overall commentary on your school, with reference to the Ofsted grade descriptors, please delete this guidance before submitting this form]		
Quality of Education	Please cross-reference every section from the current school inspection handbook, with reference to the Ofsted grade descriptors. Please delete this guidance before submitting this form.		
Behaviour and attitudes	Please cross-reference every section from the current school inspection handbook, with reference to the Ofsted grade descriptors. Please delete this guidance before submitting this form.		
Personal Development	Please cross-reference every section from the current school inspection handbook, with reference to the Ofsted grade descriptors. Please delete this guidance before submitting this form.		

Leadership and Management	Please cross-reference every section from the current school inspection handbook, with reference to the Ofsted grade descriptors. Please delete this guidance before submitting this form.		
Early Years (if applicable – if not delete row)	Please cross-reference every section from the current school inspection handbook, with reference to the Ofsted grade descriptors. Please delete this guidance before submitting this form.		
Sixth-form provision (if applicable – if not delete row)	Please cross-reference every section from the current school inspection handbook, with reference to the Ofsted grade descriptors. Please delete this guidance before submitting this form.		
The extent to which the education and systems provided by your school meets the needs of the range of pupils at the school,			

<p>and in particular the needs of disabled pupils and those who have special educational needs.</p>			
<p>Any other comments or observations not captured above. Please note, AP schools should state whether they are registered and if their existing provision is interwoven with the LA.</p>			

Appendix B: Governance self-assessment

Please complete the following self-assessment in full.

Your assessment against the Governors and Academies Financial Handbook	Your assessment of current position (How you do it now)	How will you get to required position – Please list risks, actions plan (including priorities identified) and timescales
1. The roles and responsibilities of the directors/trustees	Please detail your duties as: J. company directors and charity trustees; K. accounting officer Understanding of the strengths and weaknesses of the school. Understanding performance data (what data do you use), how do you use it to ensure robust oversight of performance (including externally provided data for example data dashboard the school presents) Holding school leadership to account	
2. Structure of the board	Accountability system Structure of decision making	
3. Meetings	Please detail your board and committee meetings schedule and outline agenda	
4. Finance	Please give details of: L. your chief financial officer, with appropriate qualifications and/or experience; M. Schemes of delegation;	

	<p>N. Approvals process- budget; O. Investment policy; P. Procurement including leases; Q. Internal control framework; R. Contingency and business continuity plan; S. Insurance cover</p> <p>Compliance with Manual of Financial Procedures</p> <p>Manual of Financial Procedures - Gateshead Intranet</p>		
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[H&S questionnaire](#)

Appendix C: Declaration

As part of your application, you will need to sign a declaration guaranteeing that you have disclosed all your financial liabilities, including any tax disputes.

One copy must be signed by a company member on behalf of the company/trust and one copy by the Chair of the Governing Body

I confirm that the information provided in this application is correct to the best of my knowledge. I further confirm that if the application is successful the company will operate a Gateshead maintained school in accordance with:

T. all relevant obligations and requirements that apply to Gateshead maintained schools (e.g. safeguarding, welfare and bullying) – this includes statutory requirements (those that are enshrined in legislation) and non-statutory requirements (those contained in DfE guidance); and

U. the School Admissions Code, the School Admissions Appeal Code and the admissions law as it applies to maintained schools. 16 to 19 applicants do not need to follow these codes, but must have admissions arrangements and criteria which are fair, objective and transparent.

I have fully disclosed all financial liabilities and the full extent of each/any debt for which the company, trust or existing school is liable.

I confirm that we are not and have never been barred from regulated activity within the meaning given by the Safeguarding Vulnerable Groups Act 2006. I further declare that all current governors of the school have confirmed to me that they are not and have never been so barred, and that if it comes to my attention whilst I am chair of the school's governing body that I or any other governor are or have been so barred I will notify Gateshead Council. I and all other governors understand that the school's application may be rejected if a governor of the school is found to have been barred from regulated activity.

I acknowledge that this application may be rejected should any information be deliberately withheld or misrepresented that is later found to be material in considering the application.

Signed:

Position:

Print name:

Date:

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