

Report of Head of Service Learning for Life

Report to: Director of Children’s Services

Date: March 2015

Subject: Transferring the Management and Governance of Kirkstall Children’s Centre from Kirkstall St.Stephen’s Primary School to the Learning for Life Service, Children’s Services



Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. Kirkstall St. Stephen’s Primary School and governing body notified the Learning for Life Service of their decision to end the management and governance of Kirkstall Children’s Centre.
2. Consultation has taken place with all the primary school headteachers in the area including Beecroft, Sacred Heart and Shire Oak Primary Schools and the Inner North West (INW) Cluster Joint Collaborative Committee (JCC). Although all appreciated the Centre’s work, none felt in a position to take on the management and governance arrangements at this time.
3. The final option available is o transfer Kirkstall Children’s Centre into the management and governance of the Learning for Life Service, Children’s Services who currently manage and govern 25 other Centres in areas of high deprivation. This would ensure the continuance and development of much needed services to vulnerable families in the area.

Recommendations

1. The Director of Children’s Services is recommended to approve the transfer of Kirkstall Children’s Centre from Kirkstall St. Stephen’s Primary School to the Learning for Life Service.

1 Purpose of this report

- 1.1 To seek approval to transfer the management, governance and financial responsibility for Kirkstall Children's Centre to the Learning for Life Service

2 Background information

- 2.1 The Centre serves approximately 500 children and is a phase 2 Centre with deprivation levels as low as 28% to 53%.
- 2.2 The Children's Centre was designated in March 2010 in partnership with Beecroft, Sacred Heart and St. Stephen's Primary Schools and the Parish Church of St. Stephen (Parochial Church Council). This included each of these partners receiving children's centre capital to enhance or adapt rooms / spaces to deliver children centre services. The most significant spend was on the church hall at St. Stephen's which received £80,000 Sure Start Capital to support the delivery of children centre services and is the hub site for the Centre.
- 2.3 The management and governance was originally spread across the three schools. However due to the challenges of the children's centre manager having to report to 3 headteachers, it was agreed in April 2012 that Kirkstall St. Stephens would take the lead on all aspects pertaining to the Centre.
- 2.4 There are 2 other children's centres in the area and a health visiting team which make-up the Early Start team delivering health and children centre services in Kirkstall. One of the children's centres, Headingley is managed and governed by Shire Oak Primary School (phase 2) and the other Hawksworth Wood (phase 1) by the Learning for Life Service. Families from Kirkstall Children's Centre and Hawksworth Wood often cross and access services from either Centre as a result of their proximity.

3 Main issues

- 3.1 Kirkstall St. Stephen's Primary School and governing body formally notified the Learning for Life Service on the 3rd September 2014 of their decision to end the management and governance that it provided to Kirkstall Children's Centre.
- 3.2 Discussions about this issue had taken place over a period of 18 months and the responsibility and accountability for the children's centre was deemed to be more than the school governing body, represented by the chair of governors, was willing to commit to at that time or in the future.
- 3.3 Consultation has taken place with all the primary school headteachers in the area including Beecroft, Sacred Heart and Shire Oak Primary Schools and the Inner NW Cluster JCC. Although all appreciated the Centre's work, none felt in a position to take on the management and governance arrangements at this time. The overwhelming view was for the Learning for Life Service to take on the governance and management arrangements for the Centre.
- 3.4 The Learning for Life Service, through its Early Start and Children's Centre Service manages 25 Centres currently. The vast majority of which serve children

and families in the most deprived areas of Leeds. It therefore has experience and knowledge of running children's centres and is in a good position to govern and manage the Centre with potential savings identified.

- 3.5 The Children's Centre manager at Hawksworth Wood Children's Centre, managed by the Learning for Life Service is retiring in March 2015. The close proximity of Hawksworth Wood to Kirkstall Children's Centre provides the opportunity to group these centres and services in due course, offering further budget savings in the new financial year 2015/2016.

It is proposed the cleaning post be transferred to Citizen Enterprise Leeds for them to undertake direct line management of the employee.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Consultation regarding the governance and management of the children's centre has been undertaken with schools and key partners via the financial sub-group of the Inner North West Joint Collaborative Committee. Individual primary headteachers have also been consulted to ascertain their interest in taking over the management and governance of the Centre. All key partners consulted appreciated and recognised the good work of the centre and its impact but were not willing or able to take on this responsibility at this time.
- 4.1.2 Elected members in the area have been consulted about the planned changes and are supportive. They have asked to be kept up to date on developments.
- 4.1.3 Consultation has taken place with the staff involved in the transfer
- 4.1.4 Consultation has taken place with the trade unions with regard to the transfer of staff back into Learning for Life and no concerns were raised.

4.2 Equality and Diversity / Cohesion and Integration

An equality impact assessment screening form has been completed and is attached as appendix A.

4.3 Council policies and City Priorities

- 4.3.1 The service will contribute to achieving key priorities within the CYPP, in particular:
- 4.3.2 Help children to live in safe and supportive families
- 4.3.3 Ensure that the most vulnerable are protected
- 4.3.4 Support children to be ready for learning

4.4 Resources and value for money

4.4.1 Kirkstall Children's Centre has been funded to the sum of £124,340 in 2014 /15. This covers the cost of staffing, utilities and a management fee.

4.4.2 A financial breakdown can be found in appendix C.

4.4.3 The programme will be delivered in existing Children's Centre premises.

4.4.4 Legal Implications, Access to Information and Call In

4.4.1 There are 4 members of staff who would transfer to the Learning for Life Service. This includes a FTE children's centre manager (PO4), senior family outreach worker (C3), family outreach worker (B3) and a term time 37 hour (B3) administrator. A part time cleaner is also employed by the Centre for 8 hours per week (also contracted by the school) Staff would be transferred on current terms and conditions and harmonisation of T&Cs considered at a later date. Please see appendix B for the staffing structure.

4.5 Risk Management

The programme will be managed using the Council's 'delivering successful change procedures' and therefore employ risk management processes.

5 Conclusions

5.1 The final option for Kirkstall Children's Centre after consulting with primary school head teachers is to transfer the centre to the Learning for Life Service.

5.2 The transfer presents potential savings in 2015/16.

6 Recommendations

6.1 The Director is recommended to approve the transfer of Kirkstall Children's Centre into the Learning for Life service.

7 Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.