



**Notice of a public
Decision Session - Executive Member for Children, Young
People and Education**

To: Councillor Cuthbertson

Date: Tuesday, 14 September 2021

Time: 10.00 am

Venue: The Auden Room - Ground Floor, West Offices (G047)

AGENDA

Notice to Members – Post Decision Calling In:

Members are reminded that, should they wish to call in any item* on this agenda, notice must be given to Democratic Services by **4:00pm on Thursday 16 September 2021**.

*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Customer and Corporate Services Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by at **5.00pm on Friday 10 September 2021**.

1. Declarations of Interest

At this point in the meeting, the Executive Member is asked to declare:

- any personal interests not included on the Register of Interests;
- any prejudicial interests;
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

- 2. Minutes** (Pages 3 - 4)
To approve and sign the minutes of the Decision Session held on 19 January 2021.

3. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee. The deadline for registering at this meeting is at **5:00pm on Friday 10 September 2021.**

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

Webcasting of Remote Public Meetings

Please note that, subject to available resources, this remote public meeting will be webcast including any registered public speakers who have given their permission. The remote public meeting can be viewed live and on demand at www.york.gov.uk/webcasts.

During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

4. New Early Years and Childcare Places on Lowfield Green (Pages 5 - 10)

This report seeks agreement to the setting up of an Early Years and Childcare Capital Panel to consider applications from local providers to create new early years and childcare places to meet parental demand that will arise from a new sustainable development on Lowfield Green.

5. Urgent Business

Any other business which the Executive Member considers urgent under the Local Government Act 1972.

Democracy Officer:
Name: Angela Bielby
Contact Details:
Telephone – (01904) 552599
Email – a.bielby@york.gov.uk

For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

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Coronavirus protocols for attending Committee Meetings at West Offices

If you are attending a meeting in West Offices, you must observe the following protocols.

Good ventilation is a key control point, therefore, all windows must remain open within the meeting room.

If you're displaying possible coronavirus symptoms (or anyone in your household is displaying symptoms), you should follow government guidance. You are advised not to attend your meeting at West Offices.

Testing

The Council encourages regular testing of all Officers and Members and also any members of the public in attendance at a Committee Meeting. Any members of the public attending a meeting are advised to take a test within 24 hours of attending a meeting, the result of the test should be negative, in order to attend. Test kits can be obtained by clicking on either link: [Find where to get rapid lateral flow tests - NHS \(test-and-trace.nhs.uk\)](https://www.nhs.uk/conditions/coronavirus/coronavirus-test-and-trace), or, [Order coronavirus \(COVID-19\) rapid lateral flow tests - GOV.UK \(www.gov.uk\)](https://www.gov.uk/order-coronavirus-rapid-lateral-flow-tests). Alternatively, if you call 119 between the hours of 7am and 11pm, you can order a testing kit over the telephone.

Guidelines for attending Meetings at West Offices

- Please do not arrive more than 10 minutes before the meeting is due to start.
- You may wish to wear a face covering to help protect those also attending.
- You should wear a face covering when entering West Offices.
- Visitors to enter West Offices by the customer entrance and Officers/Councillors to enter using the staff entrance only.
- Ensure your ID / visitors pass is clearly visible at all time.
- Regular handwashing is recommended.
- Use the touchless hand sanitiser units on entry and exit to the building and hand sanitiser within the Meeting room.
- Bring your own drink if required.
- Only use the designated toilets next to the Meeting room.

Developing symptoms whilst in West Offices

If you develop coronavirus symptoms during a Meeting, you should:

- Make your way home immediately
- Avoid the use of public transport where possible
- Follow government guidance in relation to self-isolation.

You should also:

- Advise the Meeting organiser so they can arrange to assess and carry out additional cleaning
- Do not remain in the building any longer than necessary
- Do not visit any other areas of the building before you leave

If you receive a positive test result, or if you develop any symptoms before the meeting is due to take place, **you should not attend the meeting.**

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City of York Council

Committee Minutes

Meeting	Decision Session - Executive Member for Children, Young People and Education
Date	19 January 2021
Present	Councillor Orrell

5. **DECLARATIONS OF INTEREST**

The Executive Member was asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests that he may have in respect of business on the agenda. There were none.

6. **MINUTES**

Resolved: That the minutes of the Decision Session held on 19 November 2020 be approved and signed by the Executive Member as a correct record.

7. **PUBLIC PARTICIPATION**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

8. **ADMISSIONS ARRANGEMENTS FOR THE 2022/23 SCHOOL YEAR**

The Executive Member considered a report that sought approval of the admissions policies and published admission numbers for community and Voluntary Controlled schools (schools for whom the City of York Council is the Admission Authority) for the school year beginning in September 2022. It also sought approval of the coordinated admissions schemes for the City of York area (for which the City of York Council is the coordinating Local Authority) for applications to start the school year beginning in September 2022 and approval of the proposed changes of catchment areas for three specific areas:

- Boroughbridge Road
- York Central
- Hull Road

The School Admissions Manager outlined the report and annexes. The School Place Planning Project Officer detailed the proposed changes to the catchment and reasons for those changes, particularly in relation to new housing developments.

The Executive Member then;

Resolved:

- a) That approval be given to the proposed published admission numbers for all City of York Council schools for the school year beginning in September 2022, as set out in Annex A of the report.
- b) That approval be given to the coordinated schemes and admissions policies for all City of York Council schools for the 2022-2023 school year, as set out in Annexes B – AB of the report.
- c) That approval be given to the catchment area changes for the areas effecting CYC maintained schools as set out in Annexes AD – AK.

Reason: To meet the statutory requirements of the School Admissions Code of Practice and to allow for the continued effective and efficient use of catchment areas within the City of York when allocating school places and the accommodation of future residential developments.

Cllr Orrell, Executive Member

[The meeting started at 10.00 am and finished at 10.10 am].



Decision Session – Executive Member for Children, Young People and Education

14 September 2021

Report of the Director of People

New Early Years and Childcare Places on Lowfield Green**Summary**

1. To seek agreement to the setting up of an Early Years and Childcare Capital Panel to consider applications from local providers to create new early years and childcare places to meet parental demand that will arise from a new sustainable development on Lowfield Green.

Recommendations

2. The Executive Member is asked to:
 1. Agree to the setting up a new Early Years and Childcare Capital Panel to commission new early years and childcare places.
 2. To receive a further report to consider the panel's recommendations and give formal approval to the successful bids for Lowfield Green.

Reason: In order to create new early years and childcare places to meet parental demand that will arise from a new sustainable development on Lowfield Green.

Background

3. The local authority recently agreed to a sustainable development at Lowfield Green (site of the former Lowfield School) for the provision of a range of housing, including affordable properties, a dementia care home and other community buildings. The Early Years and Childcare Service requested an early years yield from the development and this has generated a contribution of 104k towards creating 16 new early years places within the local vicinity. Council developers have asked the Early Years and Childcare Service to notify them once it is

confirmed how the funding is to be spent so that there is an audit trail in place.

4. The number of developments across the city are expected to increase significantly in future years. The service is notified of these developments by council planners and it continues to seek an early years yield based on a formula similar to the one for primary schools. Given the number of planned developments and a tight infrastructure to deliver early years and childcare sufficiency capital projects the service will set up a new panel and draw up a revised light touch process in line with council procurement requirements. The creation of new places at Lowfield Green will be an opportunity to test the effectiveness of a light touch process.
5. It should be noted that when procuring new places some early years and childcare providers may always have limitations on space but others, with a reasonable amount of capital, may be able to extend or make adaptations to their premises to create new space and reconfigure rooms for different age groups. By prioritising existing early years and childcare providers in the area of this development it is an opportunity to sustain existing provision and provide more flexible childcare to meet demand. However for larger future developments any clear provider gaps in the childcare market would necessitate an open procurement exercise requiring our specialist early years and childcare advice to local authority legal services in drawing up agreements with developers and possible attendance at legal proceedings where there is a public inquiry arising from disputes about the details of new provision.

Childcare Sufficiency Assessment – Lowfield Green Area

6. There are 23 early years and childcare providers within a one mile radius of the Lowfield development. This is made up of childminders, school nurseries, pre-school playgroups and day nurseries. When looking at capacity of early years providers it is usual to consider providers with occupancy levels above 80% as being at capacity and hence with limited availability. It is also necessary to ensure that ideally there is a range of provision available to meet differing family needs ie sessional care, full day care, term-time only provision and also provision which is open across the whole year.
7. Latest occupancy data suggests that there is almost no availability of places for under 2s, very limited availability for 2 and under 3s and limited availability of places for 3 to under 5s. It is anticipated that the housing development could yield approximately 16 early years places

therefore it is likely that additional places are likely to be required to meet the additional demand created by the Lowfield Development. A Childcare Sufficiency Assessment for Lowfield Green is attached as Annex 1.

Next Steps

8. It is proposed to set up an Early Years and Childcare capital panel made up of representatives from childcare sufficiency, quality improvement, inclusion, finance and the private, voluntary and independent sector. The local authority will promote this tendering opportunity to existing providers set out in paragraph 5. Received bids will be considered by the new panel who will score and assess the bids against agreed criteria and make a recommendation to be brought back to DMT and the Executive Member for final approval.
9. There is an expectation that providers who bid for the funds should have a good or outstanding Ofsted judgement, provide evidence of a sound business plan and commit to creating new places within a reasonable time frame including a focus on prioritising and encouraging places for SEND and other vulnerable children aged 0-5.
10. Advice will be taken from the council's procurement team in advance of tendering to ensure that the planned process meets with all of the appropriate procurement guidelines.

Implications

• Financial

11. The proposed scheme of £104k will need to be added to the People Directorate Capital Programme, fully funded from the Developer contribution discussed in paragraph 3 of the report. This amount has already been received and is available to spend immediately to fund this scheme.
12. The addition of this scheme to the capital programme will require the approval of the Executive. Individual awards within this scheme, once it is incorporated into the approved programme, can be delegated to the Executive Member for Children and Young People or alternatively to People DMT as long as all individual awards are less than £100k.

Contact Details

Author:

Author's name

Barbara Mands
Head of Early Years and
Childcare Service
Tel No. 01904 554371

Chief Officer Responsible for the report:

Chief Officer's name

Maxine Squire
Assistant Director, Education, Skills and
SEND

Report **Date** 06/09/2021
Approved

Wards Affected: [List wards or tick box to indicate all]

All

For further information please contact the author of the report

Annexes

Annex 1 - Childcare Sufficiency Assessment – Lowfield Green

Lowfield Green Sufficiency Exercise June 2021

Provision

There are currently 23 providers within a 1 mile radius of the Lowfield Development, postcode YO24 3DD (by foot or by car and using google maps).

14 Childminders
4 School Nurseries
3 Pre-school playgroups
2 Day Nurseries

To date summer term 2021 occupancy data for providers within this 1 mile radius has been provided by 3 childminders and all of the school nurseries, pre-school playgroups and day nurseries and the data provided below is based on this summer term 2021 occupancy data.

	No. places	Occupancy	No. places	Occupancy	No. places	Occupancy
	Under 2s		2 - under 3s		3 - under 5s	
School Nurseries	--	--	--	--	126	91%
Pre-School Playgroups	--	--	24	67%	50	67%
Day Nurseries	29	79%	43	86%	43	65%
Childminders	2	100%	6	100%	3	100%

When looking at capacity of early years providers, due to the nature of take up of early years places and the flexibility often demanded by families, it is usual to consider provider with occupancy levels above 80% as being at capacity and hence with limited availability. It is also necessary to ensure that ideally there is a range of provision available to meet differing family needs i.e. sessional care, full day care, term time only provision and provision which is open across the whole year.

The above data therefore suggests that there almost no availability of places for under 2s, very limited availability for 2 – under 3s and limited availability of places for 3 – under 5s.

It is anticipated that the housing development could yield approximately 16 early years places therefore it is likely that additional places are likely to be required to meet the additional demand created by the housing development.

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