

SCRUTINY BOARD (SOCIAL CARE)

14TH FEBRUARY 2005

PRESENT: Councillor Ogilvie in the Chair
Councillors: Armitage, Cleasby
(sub Bentley), Ewens, Mulholland,
Latty, Grayshon, Kendall, Iqbal
and Harrison

70 Late Item

The Chair gave notice of one late item of urgent business, a draft report summarising the Board's comments and conclusions in relation to the performance of the Social Services Department.

The Chair indicated that in accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, he had agreed to accept this as a late item of urgent business in order to expedite the Board's work programme.

71 Declarations of Interest

There were no declarations of interest.

72 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Bentley and Wilkinson.

73 Minutes

RESOLVED:

- (a) That the minutes of the Scrutiny Board (Social Care) meeting held on 17th January 2005 be approved.
- (b) That the minutes of the Scrutiny Board (Health) meeting held on 11th January 2005 be noted.

74 Looked After Children Inquiry

The Scrutiny Support Manager submitted a report to the Board presenting evidence in line with the third and fourth sessions of the Board's inquiry. Officers were at the meeting from Education Leeds, East Leeds Primary Care Trust, Sure Start and Social Services. In brief summary, the main points were as follows:

- in line with the Education Development Plan and Inclusion Strategy, Education Leeds monitor vulnerable groups of children on a school by school and city-wide basis
- all high schools have an Educational Welfare Officer
- Sure Start deliver innovative early play and learning, family support, social care and health services in localities of significant disadvantage
- Sure Start often found it difficult to reach the families who were most in need of their services
- All localities with Sure Start local programmes will have children's centres in place by March 2006

- that the NHS child protection services in Leeds are delivered collaboratively across the 7 NHS Trusts in the city
- concern was expressed that there was no formal training programme for doctors in child protection, although training was available
- Members were informed that the Trust was exploring the possibility of mandated training and a medical training strategy was being developed with Leeds Teaching Hospitals NHS Trust
- Members were informed that the number of staff working in child protection had increased, and that the chances of children at risk falling through the gaps between services had been reduced
- the Area Child Protection Committee was to be restructured into the statutory Local Safeguarding Children Board, although funding issues needed to be addressed
- the Board complimented the 32 looked after young people from Leeds now studying at universities, and the seventy in further education
- Leeds had established leaving care services in 1989, the team was now called the Pathway Planning Team and was nationally recognised for good practice
- within schools 'looked after' young people were prioritised with regard to accessing a Personal Adviser from the Connexions service
- the Pathway Planning Team had good relationships with housing providers although it had become more difficult to obtain tenancies as pressure on housing supply had increased

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That further information be provided to the Board on: the purchase of accommodation provision for young people, the Department's protocol/guidance on using Bed and Breakfast facilities, the frequency of use for such facilities, and details of good practice from other local authorities including North Yorkshire and Middlesbrough on employing care experienced young people to be participation workers.

75 Recruitment and Retention of Staff Inquiry

The Director of Social Services submitted a report to the Board presenting evidence in line with third session of the Board's inquiry.

Rosemary Archer, Director of Social Services, Ray France, Chief Officer Support Services, and Frank McDonald, Head of Human Resources, were at the meeting and responded to Members' questions and comments. In brief summary, the main points were as follows:

- that the Department allowed staff time off for training purposes although this occasionally caused operational difficulties.
- Social Worker training was being modernised from a two year diploma to a three year degree
- the Department was supportive of this move although in the short term it may lead to increased difficulties in recruitment
- there were financial incentives linked to training such as the bursary scheme
- that at this stage, it was too early to determine if new flexible working arrangements had had any impact upon absence from work

- it was considered important that all staff were engaged with the corporate functions of the Council and had access to the Council's intranet services
- the next financial year would see a substantial increase in the training budget
- an action plan was being developed by the Department to test out a variety of ways of improving recruitment in Adult Resources
- it was being suggested that organisational units would have their own service area workforce plans to clarify how key workforce issues were to be tackled at a local level

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the Board receive a copy of the action plan being developed regarding recruitment in Adult Resources and be involved in the early stages of its development.
- (c) That the Board receive copies of any service area workforce plans which were to be produced in respect of workforce issues.

76 Home Adaptations Agency Update

The Directors of Social Services and Neighbourhoods and Housing submitted a quarterly update report to the Board on the Home Adaptations Agency and the provision of adaptations for disabled people. Robert Wood, Adaptations Manger, Andy Beattie, Environmental Health Manager, Liz Ward, Disability Services Manager, and Mike Evans, Director of Health and Social Policy Modernisation, were at the meeting and responded to Members' questions and comments. In brief summary, the main points were as follows:

- the guidance from the Office of the Deputy Prime Minister (ODPM) had been published and included indicative target times for completion of adaptations
- the Board requested that copies of the ODPM guidance be distributed to Members
- that the Social Services' Electronic Social Care Record (ESCR) IT system was not yet fully operational and as a result performance information was currently being collected manually
- it was not possible to provide performance data on the assessment part of the process although officers were aware that 10,000 referrals per year were processed by 40 people
- that pressures on the capital programme for Council house adaptations during the current year had been resolved by the ALMOs making additional funding available to the Adaptations Agency
- that complaints were decreasing and customer satisfaction was improving
- that a copy of the customer satisfaction survey used by the Council be provided to Members of the Board

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the Council should adopt the new ODPM performance targets.
- (c) That a copy of the customer satisfaction survey used by the Council be provided to Members of the Board.
- (d) That additional information be sought from the ALMOs with regard to how they are assisting the Adaptations Agency.

77 Performance Assessment

The Scrutiny Support Manager submitted a report to the Board presenting a draft report summarising the Board's comments and conclusions in relation to the performance of the Social Services Department.

RESOLVED – That the draft report summarising the Board's comments and conclusions in relation to the performance of the Social Services Department be approved.

78 Delayed Discharges Working Group

The Scrutiny Support Manager submitted a report to the Board presenting an update from the Board's Delayed Discharges Working Group.

RESOLVED - That the contents of the report be noted.

78 Social Services Transport Working Group

The Scrutiny Support Manager submitted a report to the Board presenting an update from the Board's Social Services Transport Working Group.

RESOLVED - That the contents of the report be noted.

79 Work Programme and Forward Plan of Key Decisions

The Scrutiny Support Manager provided the Board with a copy of the Board's current Work Programme and the Forward Plan of Key Decisions.

RESOLVED:

- (a) That the contents of the Forward Plan of Key Decisions be noted.
- (b) That the contents of the Work Programme be noted.
- (c) That the Work Programme be updated in line with decisions made at this meeting.

80 Executive Board Minutes

RESOLVED – That the Executive Board minutes of the meeting held on 19th January 2005 be noted.

81 Date and Time of Next Meeting

RESOLVED - That the next meeting of the Board be held on Monday 14th March 2005 at 10.00am. (Pre-Meeting at 9.30am)

**SCRUTINY BOARD
(HEALTH)**

8th FEBRUARY 2005

PRESENT: Councillor Grahame in the Chair
Councillors Cleasby (sub Akhtar),
M Davey (sub P Davey), Elliott,
Hussain, Illingworth, Atha (sub Jarosz),
Fox (sub Millard), Pryke, Schofield
and Wadsworth

CO-OPTED MEMBERS: E Mack, Leeds Patient and Public Involvement (PPI)
Forums city-wide Group

97 Welcome and Introductions

The Chair welcomed everyone to the February meeting of Scrutiny Board (Health), in particular she welcomed Councillors Cleasby, M Davey, Atha and Fox who were substituting for Members of the Board. She then invited those present to introduce themselves.

98 Late Items

The Chair gave notice of a late items of urgent business: the minutes of the Scrutiny Board (Social Care) meeting held on 17th January 2005.

The Chair indicated that in accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, she had agreed to accept it as a late item of urgent business in order to expedite the Board's work programme.

99 Declarations of Interest

Declarations of personal interest were received from E Mack as a lay member of Reforming Emergency Care and a member of the Healthy Leeds Partnership, and also Councillor Cleasby as a Ward Councillor within the Leeds West PCT area.

100 Apologies for Absence

Apologies for absence were submitted on behalf of Megan Waugh and Councillors Akhtar, P Davey, Jarosz and Millard.

101 Minutes

RESOLVED – That the minutes of the meeting held on 11th January 2004 be confirmed as a correct record.

102 Minutes of Scrutiny Board (Social Care)

RESOLVED – That the minutes of the Scrutiny Board (Social Care) meetings held on 17th December 2004 and 17th January 2005 be noted.

103 Leeds Teaching Hospitals NHS Trust

The Scrutiny Support Manager submitted a report to update Members on the Leeds Teaching Hospitals NHS Trust's financial situation. The Leeds

Teaching Hospitals NHS Trust Annual Audit Letter was also distributed to Members of the Board to provide them with background information. Adam Cairns of Leeds Teaching Hospitals NHS Trust presented the report to the Board. In brief summary, the main points were as follows:

- in the nine months to 31st December 2004 the Trust had overspent by £19.6 million
- contributory factors included the excess costs associated with the consultant contract (£15 million), which were greater than the funding formula had allowed for
- £4.8 million had now been provided by the Strategic Health Authority (SHA) to assist the Trust with the excess costs of the consultant contract, and that an additional £4 million loan had also been provided by the SHA to help the Trust take forward other savings initiatives in the current year that would have a recurring benefit in the following year
- that discussions were continuing with the Strategic Health Authority about the Trust's financial position
- that those staff affected by the ward closures had been relocated within the Trust
- that the phased implementation of the new national tariff would commence next year and that the Trust would be paid for its work in accordance with this tariff
- it was believed that this change would lead to a £2.5M shortfall on income for the Trust each year for the next four years
- that a gap exists between the actual costs incurred by the Trust for complex procedures, and that set by the national tariff
- in view of this, the Trust, in common with other Teaching Hospitals who experience similar issues, is looking to influence the further development of the tariff so it can better reflect the true costs of the services provided
- The Trust must also respond to decisions made by PCTs to place work with other providers; PCTs are under a duty to place up to 15% of their commissioning resources with Independent Treatment Providers by 2008; where commissioning is reduced the Trust would need to deal with the consequential loss of income by either finding replacement sources of income or by reducing capacity
- the Trust was also required to find a 1.7% efficiency saving for next year which translates to approximately £11.3 million
- that the Trust will face further financial challenges next year and is likely to start the year with an opening 'gap' of £30 million (1.7% efficiency requirement (£11.3M), loss on tariffs (£2.5M) and the recurring deficit brought forward of £14M)

Adam Cairns along with Julian Barth of Leeds Teaching Hospitals NHS Trust, and Bobbie Chadwick, Chair of the Staff Council, then responded to Members' questions and comments. In brief summary the main points were as follows:

- there was a need to understand why the Leeds Teaching Hospitals NHS Trust's costs were higher than the average
- the National Audit Office (NAO) had been invited into LTHT to give a critical appraisal, and their report provides a starting point for the Trust

- the Board had already planned to consider the NAO Audit Report at its April 2005 meeting
- that there were mechanisms for making comparisons between LTHT with similar NHS Trusts throughout the country, but that in some cases these needed further development
- increasingly services would be commissioned by PCTs from Independent Treatment Centres
- the tariff system is based on HRGs (Healthcare Resource Groups)
- that initially it was proposed that 70% of patients would be covered by Healthcare Resource Groups (HRGs) in 2005/06
- however, this is now 20% as outpatients and emergencies will not now be covered by HRGs in 2005/06
- that staff within the Trust had expressed concerns about services moving into the private sector
- that redundancies were likely at the end of the Trust's Head Quarters Review, however, it was unclear at this stage how many staff would be affected
- that further investment was needed so the Trust could improve its IT systems, and that this funding was due to be provided under the National Programme for IT funded nationally by the Department of Health

RESOLVED - That the contents of the report be noted.

104 Out Of Hours Primary Care Service

The Scrutiny Support Manager submitted a report to the Board to update Members on the new Out of Hours Primary Care Service in Leeds. Leaf Godfrey, Leeds West PCT, Andrew Nutter, Director of Organisational Development Local Care Direct, and Jill Rattigan, Director of Strategic Planning & Development, Local Care Direct were at the meeting and responded to Members' questions and comments. In brief summary, the main points were as follows:

- the North Yorkshire Emergency Doctors who provided out of hours services to Wetherby, Otley and Guiseley were in administration
- the PCTs commissioned a tendering exercise and selected TENYAS as the successful bidder
- the possibility of joint working and sharing best practice with Leeds City Council on call centre management
- officers were reviewing the way that Leeds Teaching Hospitals Trust and the PCTs communicate
- there was evidence that demand outstripped capacity in relation to accessing out of hours services over the Christmas period
- a more robust system of checking the call diverting system from Doctors surgeries to the out of hours service was required
- a one number access system was due to be up and running by 2006

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That a further progress report be presented to the April meeting of the Board, with particular reference to the one number strategy and the call diverting system.

105 Healthy Leeds Partnership

The Healthy Leeds Partnership had been working on a Framework for Action to deliver the health aspects of the Vision for Leeds 2004-2020. The Directors of the Leeds Initiative and Social Services submitted a report to the Board with the draft Framework for Action document attached so that Members could comment on the draft before it was finalised. Mike Simpkin, Public Health Strategy Officer was at the meeting and responded to Members' questions and comments. In brief summary, the main points were as follows:

- that joined up thinking was important particularly in relation to drugs/alcohol and exercise
- that there was a clear link between the Healthy Leeds Partnership and the Children and Young People's Strategic Partnership
- the Partnership had also agreed to champion the needs of older people across the Vision
- the National aim was to reduce the gap between the 20% best and the 20% worst health authorities in terms of health inequalities
- Leeds falls just outside the 20% worst authorities
- that the needs of disabled people could have more prominence in the document
- that independent evaluation would be useful with regard to the Healthy Living Centres
- that the wording within the document with reference to the Irish community should be improved
- in acknowledging the number of priority areas to be addressed, Members supported the need for a feasibility study to be carried out on measuring the health impact of investing in one service/priority area over another.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the comments of the Board be fed back to the Healthy Leeds Partnership.

106 Challenging Age Discrimination Scrutiny Group – Update

The Scrutiny Support Manager submitted a report to the Board to update Members on the work of the Challenging Age Discrimination Scrutiny Group. The minutes of their last meeting had been circulated to Members for information. Mick Ward, Modernisation Manager, was at the meeting and responded to Members' questions and comments. In brief summary, the main points were as follows:

- the Challenging Age Discrimination Scrutiny Group had strengthened its role
- the first challenge was to raise awareness of what constitutes age discrimination
- that domestic and social care support services for older people were vital in preventing ill health and reducing pressure on acute services

RESOLVED - That the contents of the report be noted.

107 Matching the Provision of Local Authority One Stop Services and HealthCare in Leeds

The Scrutiny Support Manager submitted a report to the Board presenting proposals for the Board's work into matching the provision of local authority one stop services and health care in Leeds.

RESOLVED:

- (a) That the contents of the report be noted.
- (b) That the inquiry be deferred until the next municipal year.
- (c) That a preliminary report on the current situation across the city be brought back to the Board's April 2005 meeting

108 Work Programme

The Scrutiny Support Manager submitted a report on the Board's current Work Programme for the Board to consider.

RESOLVED - That the contents of the report, together with the revised work programme be noted.

109 Date and Time of Next Meeting

Tuesday 8th March 2005 at 10.00 am.

The Chair thanked both the Members and officers for attending the meeting.



REPORT OF THE SCRUTINY SUPPORT MANAGER

REPORT TO THE SCRUTINY BOARD (SOCIAL CARE)

DATE : 8TH MARCH 2005

SUBJECT : CHILDREN ACT INQUIRY

Electoral Wards Affected :

Specific Implications For :

Ethnic Minorities

Women

Disabled People

1. INTRODUCTION

- 1.1 At its meeting on 19th July 2004, the Social Care Scrutiny Board considered and approved the terms of reference for the Joint Inquiry on the Children Bill (now Children Act 2004). During July 2004, the Lifelong Learning and Health Scrutiny Boards also nominated their representatives to be co-opted onto the Social Care Scrutiny Board for this particular inquiry.
- 1.2 At its meeting on 8th November 2004, the Social Care Scrutiny Board considered a report from the Directors of Learning and Leisure, Social Services and the Chief Executive of Education Leeds on the progress made towards implementing the Children Act 2004 in Leeds. During this meeting, the Board also discussed how the Scrutiny Board's inquiry could contribute effectively to the development of a Leeds model.
- 1.3 In conclusion, the Board agreed to continue to receive regular reports from the Directors on the progress made by the Council in implementing the Children Act 2004 in Leeds and for the Board to also contribute to the development of improved children's services by focusing on the following areas:
- the involvement of children and young people in the development of the service
 - the involvement of parents and carers
 - the development of the Children's Trust

2.0 IMPLEMENTING THE CHILDREN ACT 2004 IN LEEDS - UPDATE REPORT

- 2.0 Attached is a further report from the Directors of Learning and Leisure, Social Services and the Chief Executive of Education Leeds on the progress made towards implementing the Children Act 2004 in Leeds.

- 2.1 The Director of Learning and Leisure, Director of Social Services and Chief Executive of Education Leeds, or their representatives, have been invited to attend today's meeting to contribute to the Board's discussions and to answer any questions from Members. The Executive Member for Children's Services will also be attending today's meeting to contribute to the Board's discussions.

3.0 CHILDREN ACT WORKING GROUP

- 3.1 In line with the terms of reference for its Inquiry, the Board agreed that the majority of the work for this inquiry will be undertaken by a Member Working Group, consisting of Members from the Social Care, Lifelong Learning and Health Scrutiny Boards. This Working Group was therefore asked to carry out preliminary work on the development of a Children's Trust in Leeds and also the engagement of children, young people, parents and carers in the development processes.
- 3.2 The Working Group met on 1st March 2005 and received evidence in line with what work is already being undertaken across the City in engaging children and young people in the development process, as well as parents and carers. A report summarising the Working Group's discussions and proposals for further Scrutiny will therefore be brought to today's meeting for Members' consideration.

3. RECOMMENDATION

- 3.1 The Board is asked to note the attached report from the Directors of Learning and Leisure, Social Services and the Chief Executive of Education Leeds and to make any appropriate comments and recommendations.
- 3.2 The Board is also asked to note the report of the Working Group and its proposals for further Scrutiny into this matter.



LEEDS
CITY COUNCIL

AGENDA ITEM NO.:
Originator: Doug Martin Tel: 2476940

REPORT OF THE DIRECTOR OF LEARNING AND LEISURE, DIRECTOR OF SOCIAL SERVICES AND THE CHIEF EXECUTIVE OF EDUCATION LEEDS TO SCRUTINY BOARD (SOCIAL CARE)

DATE : 14TH MARCH 2005

SUBJECT : IMPLEMENTING THE CHILDREN ACT 2004 IN LEEDS- UPDATE

Electoral Wards Affected : All		Specific Implications For :	
		Ethnic Minorities	<input type="checkbox"/>
		Women	<input type="checkbox"/>
		Disabled People	<input type="checkbox"/>
Executive Board Decision	<input type="checkbox"/>	Eligible for Call In	<input type="checkbox"/>
		Not eligible for Call In (details contained in the report)	<input type="checkbox"/>

1.00 PURPOSE OF THE REPORT

1.01 This report provides Scrutiny Board with the progress on the implementation of the Children Act since the last report received at the meeting of the 8th November 2004.

2.00 NATIONAL DEVELOPMENTS

2.01 A further period of issuing guidance related to the Act continues with associated requests for responses from the Council and its partners. A summary of the present position is at Appendix 1.

The guidance to be released in March 2005 will be assimilated into the six workstrands recently launched by the Children and Young People's Strategic Partnership (CYPSP) Executive.

2.02 The White Paper 14-19 Education and Skills which responds to the Tomlinson Report was published on 21st February 2005. The paper proposes maintaining the existing G.C.S.E and A level academic routes whilst formalising the approach to vocationally based education and ensuring every child masters English and mathematics before leaving school.

2.03 The Green Paper on Youth is expected to be published later this month. This will have significant impact of services available to young people. It is also anticipated to alter how these services are delivered.

3.00 LOCAL DEVELOPMENT

3.01 The CYPSP Executive through offices of City Council have responded to all the consultation requests made by DfES relating to the Children Act.

3.02 A Children Act Members seminar was held on 10th February 2005. The seminar took place at lunchtime and was repeated in the evening. Members were informed of the Leeds Preventative Strategy. They were also provided with the opportunity to respond to the guidance on Director and Lead Member for Children's Services.

This is the first of a series of Members seminars planned for 2005 on the Children Act. These will include emerging local policy being developed such as "No Child Left Behind," and to discuss specific needs of groups of children such as those "looked after."

3.03 Members have visited the community based schools provision at Little London and John Smeaton High School. This with consideration of the Extended Schools agenda and associated front line multi-agency working outlined as a requirement of the Act. A series of visits is being planned to assist Members with consideration of the concepts laid out in the Children Act. These visits will be to existing service provision that already demonstrate these principles:

- Early Years provision / Children's Centres
- BEST Teams
- Integrated Youth Work provision
- Leeds Children Fund provision
- Further schools that demonstrate multi-agency / extended provision
- Special Inclusive Learning Centre and associated provision
- Connexions One-Stop / Community Access Points
- Schools developing new ways of providing pastoral support mechanisms
- CAMHS
- High schools offering a diversified curriculum with associated Individual Learning Plan Development (ILP)

Both the proposed seminars and opportunity for Members to visit provision are viewed as important in context of involving Members in the "Change Programme" being developed to deliver the requirements of the Act.

3.04 Leeds Children Fund submitted through the Chief Executive of Leeds City Council a proposal for migration of the Children Fund towards the partnership working required by the Act. This proposal has been highly commended by DfES in terms of supporting change within the City.

3.05 The assessment undertaken by DfES in December 2004 in the progress of the City Council and its partners towards delivery of a Children's Trust. The City Council await feedback from DfES.

- 3.06 The “Narrowing the Gap” Board of Leeds Initiative agreed to recommend to the Leeds Initiative Board at their meeting in February to create an area “Children and Young People” within the Local Strategic Partnership. This demonstrates the importance of children in the context of the future of Leeds, the CYPSP, and the impact the Children’s Act will have on service provision within the City.
- 3.07 The Children and Young People’s Strategic Partnership seminar held in late January 2005 has proved to be a key stage in the development of this body.

The Partnership examined the issues of change required to deliver the requirements of the Act in Leeds.

The following major workstrands were agreed that will form the basis of the change management programme:

- Vision Group

This stream will produce a vision statement that will articulate the intentions and aspirations of Leeds, co-ordinate an audit, undertake a needs analysis and produce a practical action plan.

Chair: Leeds Children Fund

- Developing Integrated Strategy

This stream will develop an approach to Joint Planning, Joint Commissioning, Policy Budget and Performance Management through enabling the development of integrated strategic work.

Chair: NHS

- Children’s Services Preparation for Inspection / Performance

This group will tackle the immediate need for Leeds to produce a Transitional Children’s Plan (2005/06). It will support the Vision and Integrated Strategy Groups.

Chair: Chief Executive’s Unit

- Integrating Processes, Roles and Responsibilities

This strand will focus initially on the Common Assessment Framework (CAF) which will “front load” future assessment processes for all children. The group will also examine the “Lead Professional Role” and “Information Sharing” in context of integrating processes as guidance is released. There will need to be clear links with other groups such as integrating frontline services in context of workforce reform.

Chair: Education Leeds

- Refocusing and Integrating Frontline Services

This strand will focus on the key area of integrating service provision and associated workforce reform. Developing extended schools will form a key section of universal entitlement linked to workforce reform. The areas of improving provision for children with disabilities, “vulnerable children” and those “looked after” will form the basis of targeted provision.

Chair: Leeds City Council / Education Leeds

- Building the Partnership

This strand will examine the important area of governance in the context of the children's trust and associated accountabilities. Despite over 30 pilot trusts being established by DfES, there is no preferred model put forward by Government.

Chair: Leeds City Council / Education Leeds

- Participation

This is an important strand in that the views of parents, carers, children and young people must be taken into account in decision making.

There are two sub-sections of this strand.

- 1) Involvement of Children and Young People

At present complex and ad hoc arrangements exist to involve and consult children and young people on a variety of issues. The group will form a strategic approach to this area of work and produce models of good practice to be adopted within a co-ordinated framework. Leeds is a leader nationally in this area of work. A revised Children and Young People's Charter will be launched shortly.

Chair: The Voluntary Sector

- 2) Involvement of Parents and Carers

The group is building on the excellent work undertaken by Sure Start to form a strategic, co-ordinated and inclusive approach the City.

Chair: Leeds City Council

The workstrands outlined above will develop an integrated action plan that will form the basis of the Change Management programme "Leeds Change for Children".

3.08 Change Manager

The City Council has moved to fill the Change Manager post on an interim basis to support the immediate requirements to manage the change programme derived from the six workstrands formed in February 2005.

3.09 A group of officers with the Executive Member for Children is working on improved models of "Corporate Parenting" for Looked After Children.

3.10 Education Leeds has appointed an extended schools co-ordinator to support the development of existing schools working on the agenda and to support piloting activity being developed across Leeds. Building Schools for the Future (BSF) has linked to this development in the context of the CYPSP.

3.11 The Council has established a "Local Change Fund" using the £250,000 allocated within the Council budget for development of the Children Act. Criteria for access to this fund is currently being drawn up.

Support costs have also been made available via the following for day-to-day work:

Social Services	£62,000
Learning and Leisure	£100,000
Leeds Children Fund	£55,000

The DfES Change Fund (£69,500) will also contribute to the day-to-day support costs.

- 3.12 The Department of Learning and Leisure has successfully completed piloting an evidence based toolkit that assesses service delivery across the entire Department in the context of the 5 outcomes. This toolkit together with the training package is available for use by other service providers in the partnership.
- 3.13 The CYPSP Executive has supported the development of 5 area wedge-based partners. These are co-terminus with City Council's Area Management boundaries.

Discussions have taken place with Officers supporting the District Partnerships. A report outlining the formal links between the Area CYPSPs and Area Management is being drawn up.

The Area CYPSPs are holding launch events in March 2005 led by strategic managers from across the City Council, NHS, Voluntary Sector and schools . This will broaden understanding of the Children Act within the workforce.

4.00 DfES - LOCAL GOVERNMENT PRIORITY CONVERSATIONS

- 4.01 The next meeting is scheduled for 5th April 2005. It is intended to discuss the assessment of available data on how well children and young people are doing against the five outcomes; agree local priorities for improving outcomes; the evaluation of current services; agree priorities for the local change programme; agree the broad shape of support from officers of Central Government.

5.00 RECOMMENDATIONS

- 5.01 Members are asked to note the contents of the report.

CALENDAR CHILDREN ACT 2004 24th February 2005

Appendix 1

Date	Document	Purpose	Action	Response	Lead Contact	Approved/Cleared By	Executive Board
1 December 2004	Every Child Matters: Change For Children	Information for Stakeholders	Circulated Executive CYPSP concerned members	N/A	D Martin	N/A	Informed December 2004 report
12 December 2004	Integrated Inspection - Regulations and Framework Joint area review of Children's Services Annual performance assessment of Council Children's Services	Consultation	JB to link LPSA and write report. Circulated to Exec CYPSP (DM)	Complete	Jane Bell	Paper to Exec CYPSP and CMT	January 2005 report
August 2004	CAF	Consultation	Complete	Complete	Mary Armitage	Executive CYPSP	Informed December 2004 report
November 2004	IRT - Information on Vulnerable Children and Young People	Consultation	Circulated CYPSP Exec Sub-group formed	Complete Jan 2005	Pat Case/Mary Armitage & John Smith	CYPSP Executive	Informed December 2004 report
December 2004	DfES 10 year Childcare Strategy	Information to stakeholders	Circulated CYPSP Executive	N/A	S Threlfall	CMT Report	January 2005 Executive Board Report

December 2004	Draft guidance Director and Lead Member Children's Services	Consultation	Circulated : Executive CYPSP, Executive Members of LCC, LCC Legal, Meeting CYPSP members called to compile response	18 th February 2005	D Martin Cllr Jennings (on behalf of Members)	Paper to CMT, Executive Board, CYPSP Exec	March 2005 Executive Board Report
December 2004	ECM Change for Children : Voluntary and Community Sector Strategy	Information to stakeholders	Circulated CYPSP Exec	N/A	D Martin	N/A	Noted in February 2005 Executive Board Report
December 2004	ECM Change for Children : Social Care	Information for stakeholders	Circulated Exec members social care/education /children Rosemary Archer and Chris Edwards	N/A	D Martin	N/A	Noted in February 2005 Executive Board Report
December 2004	ECM Change for Children : Schools	Information for Schools	To circulate to schools with letter	N/A	D Martin	N/A	Noted in February 2005 Executive Board Report

December 2004	ECM Change for Children : Health Services	Information for NHS staff	Via Susan Rautenberg	N/A	S Rautenberg	N/A	Noted in February 2005 Executive Board Report
December 2004	ECM Change for Children : the Criminal Justice System	Information, YOS, Probation, Police, Courts	To YOS and Ian Levitt, Trevor Kerry	N/A	D Martin	N/A	Noted in February 2005 Executive Board report
December 2004	Statutory guidance on interagency co-operation	Consultation 16 th March 2005	Legal and Executive CYPSP	16 th March 2005	D Martin		Noted in February 2005 Executive Board report
January 2005	Inspection of Children's Services: Key judgements and evidence	Information	Circulation CYPSP Exec	N/A	D Martin	N/A	Noted in February 2005 Executive Board report
March 2005	Common Core Prospective	Consultation	To be agreed	N/A	TBA	N/A	Executive Board March 2005
March 2005	Reponse to index Consultation (ISA)	Information	To be agreed	N/A	TBA	N/A	Executive Board March 2005
April 2005	Lead Professional – Final Version	Information	To be agreed	N/A	TBA	N/A	Executive Board March 2005
April 2005	Toolkit for Multi agency working	Information	To be agreed	N/A	TBA	N/A	Executive Board March 2005

April 2005	Common Assessment Framework	Information	To be agreed	N/A	TBA	N/A	Executive Board March 2005
May 2005	Guidance on Duties to Safeguarding	Information	To be agreed	N/A	TBA	N/A	Executive Board March 2005



REPORT OF SCRUTINY SUPPORT MANAGER

SCRUTINY BOARD (SOCIAL CARE)

DATE: 14TH MARCH 2005

SUBJECT: LOOKED AFTER CHILDREN INQUIRY

Electoral Wards Affected:

Specific Implications For :

Ethnic Minorities

Women

Disabled People

1.0 INTRODUCTION

- 1.1 The purpose of today's meeting is to receive evidence in line with session six of the Board's Inquiry into Looked After Children, which focuses on the role of Leeds Children's Rights, Connexions, Barnardos, National Children's Homes and local Primary Care Trusts in providing support to young people aged 16-24 leaving care and also their input into the Leaving Care Strategy.
- 1.2 Attached to this report are reports from Barnardos Yorkshire (Appendix A), East Leeds Primary Care Trust (Appendix B), National Children's Homes (Appendix C) and the Director of the Connexions Service in Leeds (Appendix D). In addition to their report, Connexions have also provided a copy of the national document 'Working together: Connexions and Social Services' to Members of the Board. This document outlines the remits of both the Connexions Service and Social Services and sets out the principles that should underpin joint working. Additional copies of this document will be made available at the meeting.
- 1.3 A report from Leeds Children's Rights will also be provided to Members and will be made available at the Board's meeting.
- 1.4 Representatives from Barnardos Yorkshire, Connexions, Leeds Children's Rights and the National Children's Homes will be attending today's meeting to present their reports to the Board and to answer any questions from Members.

2.0 RECOMMENDATION

- 2.1 The Board is asked to consider the attached reports in line with its inquiry into Looked After Children.

BARNARDO'S YORKSHIRE

REPORT TO LEEDS SOCIAL CARE SCRUTINY BOARD ON 14TH MARCH 2005

Introduction

1. This report provides information on the Barnardo's Future Service, Leeds required for Session 4 of the Terms of Reference of the Inquiry into Looked After Children.

Background

2. Futures started life as Leeds Accommodation Project in early 1996, after a renegotiating of the Leeds Leaving Care Project had taken place. LLC had delivered both the support service to young people leaving care alongside the supported lodgings service. In the new regime, Leeds SSD had decided to take the young people's support service in-house, leaving Barnardo's to deliver the accommodation element of the service.
3. The service contract also called for the recruitment of Nightstop Hosts for homeless young people requiring emergency accommodation, and the recruitment of Volunteer Befrienders for care leavers.
4. The service staff currently consists of 1 x 32hr Level 2 CSM, 2 full-time and 1 part-time qualified practitioners, 1 full-time and 1 part-time unqualified practitioners, 3 part-time unqualified Connexions workers and 1 full-time Service Administrator.

Service Deliver/Activities/Outcomes

5. The service has delivered the following activities:-
 - ◆ 15 supported lodgings placements for care leavers (number of placements at any one time)
 - ◆ 20 Befrienders for care leavers (30 matches currently operating)
 - ◆ 135 referrals of homeless young people for Nightstop (April '04 to November '04)
 - ◆ Connexions: PA Homelessness, works with 13-19 year olds at risk of being, or actually, homeless.
PA Participation, works with all young people receiving a service from Futures, delivering the young people's group, participation activities and one to one support.
PA Adoption, works with adopted young people at risk of being, or already, dis-engaged from education.
 - ◆ 5 supported lodgings placements for adopted young people whose placements are on the verge of breaking down.
6. The purpose of the activities described above is to:-
 - enable young people to gain the skills necessary to live independently

- enable young people to have improved chances of maintaining a tenancy
 - enable young people to have reduced risk of breakdown or major problems when they are living independently
 - enable young people to have a choice from a range of services available
7. It is universally accepted that young people leaving the care of the local authority and homeless young people are amongst the most vulnerable in our society. They are still over represented in the prison population, in relation to mental ill-health and adult relationship breakdown.
8. Futures works with:-
- ❖ young people leaving care aged 15 ½ to 21 years, focusing on young people with challenging/more difficult behaviour;
 - ❖ homeless young people: for Nightstop aged 16 - 21 years; for P.A. 13 - 19 years (up to 25 if learning disabled) described NEET (not in education, employment or training);
 - ❖ adopted young people aged 13-19 years (up to 25 if learning disabled). Most young people referred have an attachment disorder, may be described as having 'special needs' in school and/or may be at risk of adoption breakdown.
9. As indicated in the report from the Pathway Planning Team Manager, Futures has been attempting to recruit Supported Lodging Providers to offer placements to young people with higher needs and/or challenging behaviour. There is an inherent difficulty in both recruiting and training such providers to an appropriate level when the payment they receive continues to be at the lower end of the spectrum. In fact the payment to providers (£80 per week) has not increased since the initial contract with Leeds began in 1996, although the new contract with the L.A. does allow for inflationary increases, similar to those paid to foster carers. The pool of potential recruits is the same as that from which remand foster carers are recruited, and those carers can command payments of between £200 and £400 per week.
10. Futures receives referral of young people who have had disrupted lives, often having had experience of a number of placements over a short period of time, have challenging behaviour and who are not engaged with any regular daytime activity. The service puts particular emphasis on trying to place young people identified by the PPT as priority, young people who would not manage any other form of accommodation.
11. The Befriending Service offered by Futures has been highly successful and is really appreciated by the young people who are matched with a Befriender. These matches often continue for several years, sometimes into the young person's twenties (although no financial support is offered to such long term matches).
12. Although Futures staff generally work well with their colleagues in P.P.T., there is room for some improvement in relation to information sharing. This is regularly reviewed by the PPT Manager and the Futures C.S.M.

Good Practice

13. Futures has evaluated the supported lodgings service and is developing it so that the needs of young people can be more appropriately met. This has meant looking at emergency, short-term and short-break placements, as well as the longer term placements. Training has been improved and extended to include working with young people with 'higher needs', including managing difficult behaviour, attachment disorders, etc.
14. Participation and the involvement of young people in the life of the service is high on Futures agenda. The PA Participation (funded by Connexions, although due to end on 31st March 2005) has given all young people referred to the service the opportunity to participate at all sorts of levels in the service, from being involved in the C.S.M.'s appointment to designing posters and leaflets. Even though the specific post may be lost at the end of the financial year, the service will continue to facilitate the young people's group and encourage involvement in service planning, review and evaluation.

Development Needs

15. While Leeds SSD is providing a range of services for young people leaving care, as an organisation outside the system Barnardo's Futures can see where additional resources might be beneficial.
16. As mentioned earlier in the report, a high proportion of young people referred for supported lodgings are not usefully occupied during the day. A drop-in facility with which young people might more easily engage could be a useful addition to the range of services already on offer.
17. There is concern about the services available for young disabled people. Futures currently has 5 young people on its waiting list for Befrienders but due to their complex needs, identifying and training Befrienders to the required standard is more difficult and time-consuming.
18. The general Befriending Service struggles financially. There is a need that the service is not meeting even though it is operating above the contract specification. More Befrienders could be recruited if the service had sufficient resources to train and support them and the budget to reimburse them was increased. Feedback from the young people suggests that Befriending is an invaluable aspect of the support offered to them, particularly as it 'tops up' the support offered by the PPT.

Conclusion

19. Through its Supported Lodgings, Nightstop provision and Befrienders, Barnardo's Futures is providing a range of services to young people who are looked after and/or have left the care of the Local Authority. These services are continually being evaluated with young people and revised in order to meet the changing needs of the young people referred. Additional resources to increase the level of provision, particularly payments to carers, would be of significant benefit.

.....
Toni C. Johnston
Assistant Director, Children Services

.....
Marcel Varney
CSM Futures

Health Team for Looked After Children and Young People

The Health Team for Looked After Children and Young People was established in 2000. This was funded initially with Health Action Zone monies and has since been incorporated into mainstream funding. Key objectives identified for the team were:

(1) to improve the uptake and quality of Health Needs Assessments. This has been done by improving procedures and processes and by supporting practitioners to adopt a holistic rather than medical approach when conducting assessments using the opportunity to promote healthy messages.

(2) To provide advice and support to young people and their carers in relation to health issues.

There is a good working liaison with the Leaving Care Team. The Health Team provide advice and support to staff, conduct some health needs assessments, and support individual young people, which have been referred to them with specific issues.

A representative from the team regularly attended city wide, multiagency leaving care meetings though these have not taken place for some time.

When the Pathway Planning Team was formed, discussions identified a need for increased input from health. Unfortunately, a joint application to fund this was unsuccessful so there remains a gap in service provision for these young people.



NCH SERVICES IN LEEDS

NCH provides a number of services for children and families in Leeds. Some of these services are specifically for looked after children and others are provided in partnership with Leeds City council to provide family support and assessment with a view to preventing the need for children entering the care system.

They are:

Claremont Lodge - residential care
Leeds Children's Rights Service
Contact Point
Broom Hill Family Resource Centre

Claremont Lodge Community Living

This project provides residential care for up to 7 young people aged between 15 and 19 years of age. The home provides accommodation, care and support for young people who have moderate learning difficulties and require additional support and time to prepare for living independently.

Currently there are seven young men living at Claremont Lodge, though it is more usual for six to be resident at any one time. The home can accommodate both young men and young women, however many more boys are referred than girls so it is often an all male household. The average stay is between 18 months and two years so in one year ten young people on average will have stayed at Claremont Lodge. It is rare for placements to come to an unplanned end, and most young people go on to live successfully on their own. Of the young people currently living at Claremont, all but one are in education. One young man aged 18 is currently unemployed and awaiting a move to a tenancy of his own.

NCH staff and managers at Claremont Lodge work closely with colleagues in Leeds City Council's Pathway planning team to ensure that plans are in place to meet the needs of the young people in their care. Each young person has a monthly planning meeting attended by his key worker and his personal advisor from Pathway Planning. The meeting enables plans to be regularly reviewed and new targets set for the forthcoming month.

The home is inspected regularly by the Care Standards commission. The most recent inspections were in September 2004 and in February 2005.



the children's charity

Feedback from the September inspection was excellent, with inspectors finding that Care Standards were fully met and exceeded in most areas of provision. In particular the inspectors were impressed with the business planning process, which includes feedback from staff and the young people themselves.

NCH works closely with our partners in Leeds City Council to ensure that we continue to provide the best service possible for this group of young people who are particularly vulnerable as they enter adult life.

In most cases young people who are ready to leave Clarendon Lodge find suitable accommodation to enable them to begin adult life with sufficient support to become independent. However resources are stretched and some young people have had to wait a long time before suitable accommodation can be identified. This can cause frustration for the young person, who is by this time ready to move on and live more independently. NCH acknowledge that there are real resource difficulties. If resources allowed NCH would be interested in developing complementary services to plug this gap.

It is acknowledged that the building has its limitations in that it is on four floors and cannot be used as flexibly as we would like. NCH and Leeds City Council are working together to try to identify more appropriate accommodation which could enable us to improve the services we deliver.

Another limitation can be lack of access to adult services for some of our care leavers. As they enter adulthood many have levels of need which mean that they require a more support than can be offered by the mainstream services provided for other care leavers, but at the same time are not eligible for services provided for adults with learning difficulty. This makes this group of young people particularly vulnerable as they often fail to get the levels of support they require.

Leeds Children's Rights Service

NCH provides individual advocacy for all Looked After Children and care leavers in Leeds. In addition this service enables young people to participate in service and policy development within Leeds City Council Social Services Department.



the children's charity

Contactpoint

This is a service which provides supervised contact between parents and their children during care proceedings. NCH supplies the transport and enables contact to take place in a safe and child friendly environment. The service operates six days per week to accommodate the needs of working parents.

Broom Hill Family Resource Centre

Broom Hill Family Centre is an NCH managed project in East Leeds. It has a long term relationship with Leeds City Council, particularly its Social Services department. It was established ten years ago originally to deliver family support services in East Leeds. Nine years ago Leeds City Council asked NCH to restructure the service to offer high quality Court Assessments and family support packages for those identified as needing this service. Broom Hill continues to provide this integrated service in East Leeds. In a typical year the service will undertake over fifty Assessments, which means they work with over 80 children and over 40 parents. As well as the referred work they will see around 200 parents and children their drop in provision. In this way NCH provides both professional assessments, on behalf of Social Services, and contributes to the Preventive Strategy, through the provision of family support in a deprived part of the city. The project was commended by the Best Value review 2002 which stated " the quantity and quality of the service is a cost effective way of offering Child Protection and Family Support services".

2nd March 2005

**AGENDA
ITEM NO.:**

Originator: Shaid Mahmood

Tel: 01484 727500

**REPORT OF DIRECTOR OF THE CONNEXIONS SERVICE IN LEEDS
REPORT TO SCRUTINY BOARD (SOCIAL CARE)****DATE : 14th March 2005**

SUBJECT : Looked After Children Inquiry

1. INTRODUCTION

- 1.1 The present report seeks to address Session 6 of the Terms of Reference of the Inquiry into Looked After Children
- 1.2 The report covers information from Connexions West Yorkshire on –
 - The background to the Connexions service
 - The sub-regional and local influencing structures
 - Connexions and young people leaving care

2 BACKGROUND

- 2.1 Connexions is the government's support service for all young people aged 13 to 19 in England. The service aims to provide integrated advice, guidance and access to personal development opportunities and to help young people make a smooth transition to adulthood and working life. For some young people this may be just for careers advice, for others it may involve more in-depth support to help identify barriers to learning and find solutions brokering access to more specialist support.
- 2.2 Connexions brings together all the services and support young people need during their teenage years through the role of a Personal Adviser (PA). PAs work in a range of settings, schools, colleges, one-stop shops, community centres, and on an out-reach basis. The PA offers practical help with choosing the right courses and careers, including access to broader personal development through activities like sport, performing arts and volunteering activities. They also provide help and advice on issues like substance misuse, sexual health and homelessness.

3 CONNEXIONS – THE SUB REGIONAL AND LOCAL PICTURE

- 3.1 The strategic sub-regional partnership – Connexions West Yorkshire - is funded by a grant from the Supporting Children and Young People's Group in the DfES. Connexions West Yorkshire is tasked by government to drive forward the Connexions strategy with and on behalf of young people and has been in operation since October 2002.

- 3.2 Connexions West Yorkshire has established 5 Local Management Committees (LMCs) in each of the 5 areas of West Yorkshire. Membership of the LMCs reflects the diversity of the partners in each area and ranges from Health, Social Services, Youth Service, voluntary/community sector, and the private sector. These LMCs support the continued development of the Connexions service in Leeds. The Chair of the LMC in Leeds is John Davies - Director of Learning and Leisure.
- 3.3 The LMC help to assess the local needs of young people and make recommendations to Shaid Mahmood - Connexions West Yorkshire's Partnership Director and key responsible for the management of the service - on the use of resources in the Leeds area. Connexions West Yorkshire and the LMC in Leeds have clear responsibilities to ensure that Connexions Services are appropriate and relevant for the richly diverse 60,000 13-19 year olds who make up the Connexions cohort in the city and they work together to ensure that it is.
- 3.4 The LMC prepares an annual delivery plan which sets out the current level of service provision to these young people both through direct Connexions West Yorkshire funding and through partner contributions. The delivery plan expresses the commitment and determination of all partners, in the statutory, voluntary and private sectors, to work in partnership to drive forward the delivery of high quality Connexions services for young people in Leeds. It identifies those areas where there are perceived gaps in provision that the partnership would wish to address and determines priorities for local action. The plan also defines the targets to be met and the outcomes sought along with the measures and evaluation strategies. The Leeds plan has been agreed by the LMC and is being finalised for publication and distribution.
- 3.5 The 5 local area delivery plans will inform the future Connexions West Yorkshire Business Improvement and Delivery Plan (BIDP) 2005-06 which is under development and articulates the sub-regional priorities for the coming financial year.

4 CONNEXIONS AND YOUNG PEOPLE LEAVING CARE

- 4.1 Over £7 million of Connexions West Yorkshire's resources was spent in Leeds in 2004-05. This figure was the largest in the sub-region reflecting the numbers of young people in Leeds and their needs.

The resources paid for direct 1:1 support to young people and focused on –

- PA work with young people in schools and colleges
- PA work with young people in our neighbourhoods and communities
- PA work with young people with learning difficulties and disabilities
- PA work of a more specialised nature with vulnerable and marginalised groups
- Key Worker support of young people disengaged or likely to disengage
- Positive Activities for Young People (PAYP)
- Youth Justice Board work with the Youth Offending Service and the Young Offenders Institute
- Millennium Volunteers

- 4.2 Some 135 PAs were in post in 2004-05 providing Connexions services in a wide range of settings including schools, colleges, and the community. The aim being to provide a universal support service targeted where required at those young people not in education, training or employment (NEET) or those young people from vulnerable and marginalised groups that may be disadvantaged or discouraged from participating in learning opportunities.
- 4.3 Nearly 100 Connexions Access Points (CAPs) have been established in high schools, colleges, and the community including libraries, pupil referral units, and secure units, and voluntary and community organisations in the city. Young people can access a range of written materials or utilise online services or information about careers opportunities or a range of other personal, social or health issues. CAPs are staffed by a range of professionals, e.g. Learning Mentors and of course Connexions Personal Advisers. Additionally, the Connexions Centre on Eastgate in Leeds has been refurbished and opened officially in February 2005. The centre enables effective multi-agency working with a number of support service providers delivering services from the one facility – joined up working to benefit the young people of Leeds.
- 4.4 Young people leaving care already have access to PAs working within the Pathway Planning Team. The roles of the PA in the Pathway Planning team and the Connexions PA are broadly similar. As a consequence, the Pathway Planning Team PA under the Children (Leaving Care) Act 2000 will also normally act as the Connexions Personal Adviser for these young people. Alternatively, if the Connexions Personal Adviser understands the requirements and workings of the care system and the Children Act they would be well placed to continue to advise the young person. Irrespectively, Connexions PAs require and have developed close working relationships with the Pathway Planning team.
- 4.5 Connexions West Yorkshire has contracted with a number of suppliers to provide support for young people leaving care. One Connexions PA assists in co-ordinating the work of Personal Advisers liaising with schools, colleges, other young people's services, Education Leeds, etc.. This PA also helps to raise awareness and makes links with the PA network across the city based in other organisations such as the Social Services Transitions Team. In addition, many young people in care will have access to a Personal Adviser at the school or college. If they have left school and are unemployed then services are also available through the Connexions Centre in Eastgate, in the local community based access points, and from Connexions Direct – a phone based service.
- 4.6 Connexions West Yorkshire has also purchased specialised support for young people leaving care through a contract with Leeds City Council's Youth Service for a Personal Adviser seconded specifically into the Pathway Planning team. In this case, the role of the PA was deliberately specified to draw a distinction between the PA and the role of a social worker and minimise service avoidance by the young person. The contract with the Youth Service has provided a more holistic service based entirely on a sustainable voluntary relationship. The service has been "extremely successful". There have been no refusals by young people on referral. Connexions have been delighted with the response of the Youth service to this contract including their partnership contribution from existing resources. This partnership has harnessed the larger Youth Service resources to widen the referral base for the pathway planning team and to link dedicated PAs to the wider youth work network more effectively.

- 4.7 A Personal Adviser employed by Barnardo's provides support for adopted young people. Previously, services have also been purchased from Barnardo's to provide PA support to improve the participation of young people leaving care who are NEET encouraging them to engage with support services and also for supporting young homeless people at the point of crisis including young carers.
- 4.8 Connexions West Yorkshire shares its performance indicator for work with young people leaving care with the Leaving Care Teams in West Yorkshire. Specifically, this target is to improve the proportion of 19 year olds being looked after who are engaged in education employment or training. In Leeds, this target has been singularly improved year on year and is now consistently above the target of 60% in the year 2004/05. So, effective arrangements are in place to ensure effective transitions at the age of 19. As the young person moves out of the Connexions service remit post-19 he/she is still entitled to support under the Children (Leaving Care) Act 2000. In this case the Connexions PA can continue to act as the lead adviser until the young person reaches the age of 21 or up to 25 if they remain in an agreed programme of education past this age.
- 4.9 Overall, the Connexions service in Leeds met its primary target of a reduction 16-18 year olds in the NEET group in November 2004 to 9.3% of the total 16-18 population set by government in November 2002. As the second largest local authority area outside of London, this is an achievement that the Connexions service in Leeds and the partners who worked together to make it happen should be justifiably proud.
- 4.10 After a strong start, Connexions West Yorkshire and the LMC in Leeds recognise that work with identified groups of young people including those young people leaving care needs further development. Indeed, feedback received directly from young people has stressed the need to maintain the continuity of the service into the future from both organisations and individual Personal Advisers. The local delivery plan for 2005-06 seeks to build on existing provision continuing to strengthen inter-agency and multi-team working both at local community and city-wide levels.

5 RECOMMENDATION

Members are asked to note the information provided as part of their inquiry into the services received by Looked After Children.



REPORT OF THE DIRECTOR OF SOCIAL SERVICES

REPORT TO SCRUTINY BOARD (SOCIAL CARE)

DATE : 14 MARCH 2005

SUBJECT : TRACKING A COHORT OF 50 CHILDREN LOOKED AFTER – RESEARCH REPORT

Electoral Wards Affected :

Specific Implications For :

Ethnic Minorities

Women

Disabled People

1.0 PURPOSE OF THIS REPORT

- 1.1 The report attached as Appendix B was requested by Scrutiny Board Members following the Board's discussion of Social Services' numbers of looked after children which took place on 17 January 2005.

2.0 BACKGROUND INFORMATION

- 2.1 The report summarises the findings of research undertaken within the department to investigate the circumstances in which a cohort of the last 50 children who were taken into the care of Leeds Social Services in the year ending 31st March 2004.
- 2.2 A detailed examination of 32 case-files was carried out to ascertain the reasons for care, the specific triggers for this episode of care and whether or not there were other actions that might have been taken to prevent or avoid it.
- 2.3 An executive summary of the report is attached as Appendix A.

3.0 RECOMMENDATION

- 3.1 Members are asked to receive and consider this report.

Tracking 50 Children Who Came Into The Care Of The Local Authority During February & March 2004

EXECUTIVE SUMMARY

WHY THE RESEARCH WAS UNDERTAKEN

- This research was prompted by recent concerns about the comparatively high numbers of children looked after (CLA) in Leeds.
- The aim was to examine in detail 32 of a random cohort of 50 CLA to see what family problems had led to care, what specifically triggered care on this occasion and whether anything further could have been done to avoid it.

KEY FINDINGS

- There were no cases where care was inappropriate and in fact the majority of families were well known to Social Services, with over 80% having received considerable social work and family support over long periods of time.
- Severe neglect and abuse, offending and parental ill-health (particularly mental health) were the most common reasons for care, with drugs, alcohol and domestic violence contributory, sometimes triggering factors
- Legal Status – the proportion on voluntary orders (41%) is a big improvement on Leeds' 2003 figure of 23% (lowest amongst all comparator authorities)
- Good use being made of short break respite (some planned, some ad hoc) as a way of maintaining child with families who would not otherwise cope (19%)

FAMILIES' CARE/SOCIAL SERVICES HISTORY

- Despite the fact that most children had been involved with Social Services for most of their lives, for 63% this was their first time in care
- 73% of the 30 children who had siblings had siblings who were / had also been in care (20 children had ALL their siblings in care)
- Nearly half the sample children had past or current present child protection concerns, 8 on the register at this time (7 of these from 2 families receiving intensive social services support, whose family circumstances changed thus triggering care).

OUTCOMES

- 63% of children are still looked after 6 months later, with most of these unlikely to return to their families of origin.
- 5 children are likely to continue living in LA foster and residential placements until the age of 16, at an estimated total cost of £431,600.
- 5 of the 7 babies (<2 yrs) were placed for adoption (16% of total sample – much higher than the 2003 national average of 7% for CLA adopted)
- There were also two children whose adoption placements were breaking down

FAMILY SUPPORT SERVICES

- 86% of children known to SS had been offered some family support, although only three quarters of these had taken it up. Most of this family support was provided by SS in-house Family Resource Centres (FRC's), to avert long-term care, maintain FNC/adoptive placements, ease the return from care and maintain the child at home through flexible respite care.
- The voluntary sector did provide family and other support services to nearly half the sample families.

- Family support outcomes, however, were often limited by parents' reluctance to engage in work to look at their own behaviour (parenting skills was a central issue for 60% families).
- Accessing (early enough) therapeutic services appeared to be an issue – particularly significant for CLA, many of whom have had damaging early experiences
- There was a variety of other work and support provided to families by both LCC and other statutory agencies, though difficult to gauge what and how much from SS casefiles.

OTHER ISSUES RAISED BY THE DATA

- A high proportion of young people over 13 were in care as a result of risky, offending or challenging behaviour
- Drugs, alcohol and mental health problems were a significant factor in the care of approximately a quarter of children – all three in some families.
- Domestic violence was/had been a feature in the lives of one third of the sample – with alcohol an aggravating factor in half of these cases.
- A third to a half of the children had at least one parent who had themselves experienced abuse and/or care as children (more mothers than fathers).

Chris Dunne
Quality & Performance Review Team
31st January 2005

Leeds Social Services

Tracking 50 Children Who Came Into The Care Of The Local Authority During February & March 2004

**Chris Dunne
Quality & Performance Review Team
31st January 2005**

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1. INTRODUCTION

1A. COHORT & METHODOLOGY

- A cohort was taken of the last 50 children to come into the care of the local authority in the year ending 31st March 2004.
- 50 was chosen as suitable for the size of the task, the deadlines and what would be sufficiently representative and allow comparisons.
- The method adopted was a detailed examination of casefiles for evidence of the reasons why care became necessary, the specific triggers for this episode of care and whether or not there were other actions that might have been taken to prevent or avoid it.
- A template was devised of over 100 possible factors and used to gather data from each child's file/s.
- This data was then analysed, cross referenced and the findings are presented below.
- In the cohort there was one child who had in fact had two overnight episodes of care during this period, so rather than count him twice, the cohort was reduced to 49.
- The task, however, proved much larger and more time-consuming than had been envisaged (given some children's very large casefiles)
- In the end 32 case-files were examined in detail, trying as much as possible to ensure the balance of this smaller sample was similar to the 49, with regard to gender, family groupings and age. (There was a slightly higher proportion from North East PCG, as these casefiles were read early on, before it was realised there would not be time to do all 49.)

The majority of the findings reported here are for the Sample of 32 which was examined in detail. Where it has been possible to draw on the full cohort of 49, this information has also been included.

1B. NUMBERS by PCG

	W	E	NE	NW	S	Hospitals	TOTAL
No. of 49 Cohort	7	14	8	4	15	1	49
% of 49 Cohort	14%	29%	16%	8%	31%	2%	100%
No. of 32 Sample	4	8	8	4	8	0	32
% of 32 Sample	12.5%	25%	25%	12.5%	25%	0%	100%
Sample as % of Cohort	57%	57%	100%	100%	53%	0%	65%

The proportions of children looked after (CLA) in each PCG in the sample/cohort was compared with the proportions of the most recent departmental figures of CLA available (14th January 2005). These were:-

	W	E	NE	NW	S	Hospitals + Central	TOTAL
% CLA at 14/1/05	14%	30%	11.5%	11.8%	20.8%	11.6%	100%

As can be seen the sample had a higher % from NE (see comment above) and no hospital/central cases, but otherwise was fairly similar to the January departmental CLA figures.

1C. FAMILY GROUPINGS

FAMILY GROUPINGS	SAMPLE OF 32		COHORT OF 49	
	No. Children	No. of Families	No. Children	No. of Families
TOTAL	32	25	49	40
Individual Children	21	21	1334	34
Sibling Groupings	2 x 2 1 x 3 1 x 4	4	2 x 2	6

CHILDREN'S CHARACTERISTICS

1D. AGE

AGE	SAMPLE of 32 – No.	SAMPLE of 32 - %	COHORT of 49 – No.	COHORT of 49 - %
babies 0< 2	7	22%	11	22%
2<5	5	16%	6	12%
5<11	4	13%	6	12%
11<14	8	25%	14	29%
14<17	8	25%	12	24%
TOTAL	32	101%	49	99%

The sample included a disproportionate number of younger (38% under 5) and older children (56% over 10) compared to national 2003 CLA figures (33% & 42% respectively).

1E. GENDER

GENDER	FEMALE	MALE	NOT KNOWN
49 COHORT	22	24	3
32 COHORT	16	16	0

1F. ETHNICITY

In the sample there was :-

- 1 unaccompanied asylum-seeker aged 16
- 1 Asian girl 15 who was from a refugee family who had “with leave to remain”

ETHNICITY - 32 Cohort	No. Children	% Children*
White UK	21	70%
Mixed Race	6	20%
Black African-Caribbean	2	6.7%
Asian - Pakistani	1	3.3%
Not Known	2	-
Total	32	100%

** of children with KNOWN ethnicity*

- Total BME percentage of the Sample of 32 is 30%. This is higher than might be expected, though the percentage of BME children in care is generally expected to be higher than the 12.8% BME rate amongst the local population of Leeds children.

1G. DISABILITY

- Only one child in the 32 Sample was disabled (learning disability), there were 2 in the 49 total.
- In the Sample of 32 there were another 5 with statements of educational need, one for severe dyslexia, the rest for emotional and/or behavioural difficulties.
- The age range of the 6 stated children was 6 – 14 (4 at primary & 2 at high school)
- There were no children whose own disability was a reason for care.
- There were, however, 8 children of the 32 Sample (25%) whose care was as a result (wholly or significantly) of their parents' physical or mental health/disability (one physical, 6 mental health and one learning disabilities)***.
 - one was on planned respite because of the mother's ongoing physical condition
 - two siblings were receiving regular ad hoc respite, which enabled them to remain with their parents, who both had severe mental health problems
 - one baby who was placed for adoption had very young parents with severe learning disabilities
 - one baby was placed for adoption because of mother's severe mental health problems
 - 3 children (including 2 siblings) had mothers under severe strain resulting in mental health difficulties (one being hospitalised)

***Only 4 of these children (2 sets of 2 sibs) had an N3 "parent illness/disability" need code. The primary need codes of the other 4 were N1 x 2 (neglect/abuse), an N5 (family dysfunction) and N6 (unacceptable behaviour).

2. THIS EPISODE OF CARE

2A. NEED CODES

Need Code	NEED	49 Cohort		32 Sample		Sample - Long-term SS involvement		Dept CLA Need Codes 14/1/05
		No. of Children	% of Children	No. of Children	% of Children	No. of Children	% of Children	%
N1	Abuse & Neglect	29	59%	18	56%	13	68%	77%
N2	Disability	1	2%	0	0%	0	0%	2%
N3	Parent Illness/Disability	4	8%	4	12.5%	2	11%	2%
N4	Family in Acute Stress	1	2%	1	3%	1	5%	3%
N5	Family Dysfunction	6	12%	4	13%	1	5%	6%
N6	Socially unacceptable	6	12%	3	9%	2	11%	2%
N7	Low Income	0	0%	0	0%	0	0%	0%
N8	Absent Parenting	2	4%	2	6%	0	0%	3%
N9	Other (Not CLA)	0	0%	0	0%	0	0%	4%
	TOTAL	49	100%	32	100%	19	100%	100%

- The above table shows the main need code and ostensible reason for this episode of care.
- The majority by far are in the category of abuse and neglect – and most of these are children whose families/parents have had a long-term, ongoing Social Services involvement, often over many years.
- Comparing the sample and cohort with the latest Leeds departmental CLA figures (14 Jan 05), the % of abuse / neglect and disability is lower, the % absent parenting is slightly higher and the %'s of parental illness/disability, unacceptable behaviour and family dysfunction are a lot higher.

2B. WHERE CHILDREN CAME INTO CARE FROM

Where Living Before	No. Children	No. Families	COMMENT
Home with Both Parents	11	7	
Home with One Parent	12	9	8 of these 9 single parents being the mother
FNC Placement	2	2	one private foster care arrangement one with mother's ex-partner
SS Foster Care Placement	0	0	
Adoptive Family	2	2	
Residential Care	1	1	Already in care then remanded to secure unit for breaking bail conditions
Homeless	1	1	UASC
At birth, from hospital	3	3	
Total	32	25	

•

- The majority (72%) were still coming into care from immediate/nuclear family (mother &/or father) with a further 3 from long-term family care arrangements (FNC & Adoptive families) – a total of 81%.
- 3 (9%) came in from birth on Emergency Protection Orders (EPO's) straight from the hospital.

2C. PRESENTING PROBLEMS, REASONS AND TRIGGERS FOR CARE ON THIS OCCASION

It is possible to discern some patterns amongst the variety of reasons there are for children coming into care

MAIN REASONS FOR CARE	No. Children	SPECIFIC TRIGGER WHICH PRECIPITATES CARE	No. Children
Offending & other risky behaviour	4	Arrest (& remand for 3)	4
Parents unable/reluctant to care	2	Baby's birth	2
Child abandoned, child staying with informal carers	2	Informal carer unable to cope (eg loses job; no money)	2
ICO proceedings already underway for other sibs	1	New baby added to these proceedings at birth	1
Child runs away fearing (further) abuse	2	A specific incident eg major row (or fear of one/something comes to light)	3
Increasing parent/child conflict	2		
Child beyond control	2	Child threatening/harming younger sibs***	2
Abuse reported	1	Involvement of (Pressure from) another agency	3
Parent hospitalised	2		
Parents' ill-health	3	Planned or crisis respite	3
	1	Changes in family circumstances (eg parents separate, older sib returns)	4
Long-term neglect &/or abuse	3		
Concerns re parents' alcohol & drug use	3	Abuse to yet another child comes to light	4
		Parent arrested (drink-driving: trafficking)	2
		Child born addicted	1

*** Both these children adopted –threats were to adoptive parents' own children

Had there been a change of SW in last 6 months?

This was noted to test the hypothesis that the fresh perspective of a new social worker on a case might possibly trigger a new episode of care. Hard to draw definite conclusions from the Sample of 32 though:-

- 17 children (13 families) had kept the same social worker (though one family of 4 had changed social worker about 8 months prior to this episode)

- 9 children (7 families) had had a change of social worker within the last 6 months (including one family of 3 who had moved areas and another family who were allocated to a social work student)
- 6 were new or newly allocated (ie previously closed)cases

2D. i) LEGAL STATUS DURING FEB/MARCH 2004 EPISODE

	Emergency Protection order	Interim Care Order	On remand S20V2 + PACE	Police Protection Order	Respite series	Voluntary	Total
COHORT of 49	3 6%	12 24%	6 12%	5 10%	6 12%	17 35%	49 100%
SAMPLE of 32	2 6%	9 28%	3 9%	3 9%	2 6%	13 41%	32 99%

ii) LEGAL STATUS BY AGE

Age	Emergency Protection order	Interim Care Order	On remand	Police Protection Order	Respite series	Voluntary	Total
0<2	3	2		3		2	10
2<5		3			1	2	6
5<9		2					2
9<11		1			2	3	5
11<14		4	1	1	1	5	13
14<17			5	1	2	5	13
Total	3	12	6	5	6	17	49

- Preponderance of voluntary orders and ICO's.
- The national average for CLA under S20 (voluntary care) is increasing and in 2003 was 31%.
- Leeds figure in 2003 was 23% - the lowest amongst comparator authorities.
- So this proportion of 35% on voluntary orders in the 49 cohort and 41% in the 32 sample is a big improvement.
- 8 emergency & police protection orders – EPO's mostly on babies; 2 PPO's were on teenage girls
- Respite series –2 (6%) of the Sample and 6 (12%) of the Cohort were already on planned respite
- A further 4 children/families (of 32 Sample) subsequently had respite breaks arranged to help maintain them in their own family (or current placement).

2E. PLACEMENT DURING FEB/MARCH 2004 EPISODE

PLACEMENT	No. of 49 Cohort	% of 49 Cohort	No. of 32 Sample	% of 32 Sample
Placed with Parent/s	4	8%	1	3%
Kinship Carer/FNC <i>(placed with family/friends)</i>	5	10%	5	16%
Foster Carers **	34	69%	24	75%
Hospital	2	4%	0	0%
Residential Care	4	8%	2	6%
Total	49	99%	32	100%

** For a number of children, where a rapid response was necessary, children were placed with foster carers for one or a few days until 'Family Network Carer' arrangements could be made with family or friends.

- It is not perhaps surprising that most (69 – 75%) children are placed, at least initially, with foster carers.
- Of the 2 in residential care in the Sample of 32, one was already in a care home and was on this occasion remanded to a secure unit; the other was received into residential care from a series of FNC placements which had broken down
- 6 / 32 (19%) were placed with family or friends

3. OUTCOMES

3A. WHAT HAS HAPPENED TO THESE 32 CHILDREN SINCE MARCH 04?

OUTCOME	No. of Children	COMMENT
Have remained in care since this episode	16	
Placed with parents on supervision order	1	Was placed with parents throughout
Became 16, found supported living accommodation	1	
Went home quickly but re-admitted soon after and remains in care	2	1 adoption breaking down 1 home for parental assessment
Returned home after a period < 1 week	4	1 on remand, 2 on respite
Returned home after a period 2-4 wks	2	Teenagers, brief intervention then cases closed, positive outcomes
Returned home after a period 1-4 mths	4	
Ongoing planned respite as required	2	To enable child to remain at home in the long-term
	32	

- 6 children (19%) had remained in care for less than one week on this occasion
- 2 more had been in care for less than 1 month
- 4 more for between 1 & 4 months

3B. LEGAL STATUS BY OCTOBER 04

Legal Status by Oct 04	Number of Children	COMMENT
None	12	5 still have SW / family support . 1 is in prison, YOTS dealing. At least 4 cases closed by Oct
Adoption Proceedings	4	
Care Order	9	1 now with FNC abroad - no longer in Leeds' care
Voluntary S20	5	
Respite Series	1	
On Remand	1	
TOTAL	32	

- By October, 12 (38%) of the Sample of 32 have ceased their legal status as looked after children.
- Of these, 5 cases have closed and a further 7 are still receiving intensive social work or other family support.
- Of the 20 still CLA in October, the family circumstances are such that 18 are unlikely to return to live with their families of origin.
- Only 4 of these 18, however, (20% still CLA) will actually be living in local authority placements
- 9 are already living with Family Network Carers and plans are going ahead for a further 5 to be adopted asap.

3C. WHERE CHILDREN, WHO ARE STILL LOOKED AFTER, ARE LIVING 6 MONTHS LATER

Where child is living Oct 04	No. of children	COMMENT
Home / with parents	1	with a series of planned respite in place.
Family Network Carers (placed with family/friends)	8	1 with FNC <i>abroad</i> (no longer in care of LCC) plus 2 sets of sibs (3 & 4) not all with same FNC
Foster Carers **	8	Incl. 4 with adoption proceedings in place & 2 from adoption breakdowns
Residential Care	3	2 aged 15, 1 aged 14
TOTAL	20	

- 20 children (63% of the Sample of 32) are still CLA
- 9 of the 20 still in care (45%) were placed with parents or family.
- 11 of the 20 still in care (55%) were in SS placements – 36% in foster care; 14% in residential

Of the 10 who are no longer looked after:-

- 7 were back home
- one was in prison
- one in independent living
- one with FNC abroad.

3D. LONG-TERM PLANS FOR THE FUTURE

Children <i>no longer looked after</i> by Oct 04	
Outcome or Plans for non-CLA	Number
Case closed <i>[tho 3 with no long-term resolution, so need for care likely to recur]</i>	5
Returned to live permanently with a different parent	1
Placed with Parents (SO)	1
Returned home with intensive family support or therapy <i>(incl 1 requiring occasional respite when paren/s in hospital)</i>	2
Returned home with some shorter-term social work support	2
Supported Independent Living	1
TOTAL	12

- 7 of the 12 no longer looked after are still receiving high levels of social work or other agency family support

Children <i>Still Looked After</i> in Oct 04	
Long-Term Plans for CLA	Number
Adoption	5
Return home after short-term foster care <i>(with occasional respite when parents in hospital)</i>	1
Long-term Family Network Carer	8*
Long-term Foster Care <i>both adoption breakdowns, SWs still working for child to return to ad parents, tho unlikely</i>	3
Residential Care	2
Ongoing planned respite	1
TOTAL	20

* One child is no longer with Leeds SSD, is still looked after, but by FNC's abroad

- 18 of the 20 still CLA (90%) are unlikely to return to families of origin (56% of total sample) though only 5 of these are living in LA placements (3 in foster care, 2 in residential care)

3E. ESTIMATING THE COSTS OF CARE FOR THE 10 CHILDREN, STILL LOOKED AFTER, WHO ARE LIKELY TO REQUIRE LONG-TERM CARE

No. Children	Placement	Approx Cost/child/yr	No. Years <i>(til CLA reach 16)</i>	Approx Total Cost
7	Family Network Carers*	£5,720	51 yrs***	£291,720
3	L/T Foster Care**	£10,400	17 ½ yrs***	£182,000
2	Residential Care	£83,200	3 yrs***	£249,600
TOTAL				£722,720

*FNC costs approx, based on averaged boarding out fees of £110/child/week

**F/C costs approx, based on averaged fees of £200/child/week

***Total number of years (from 31Mar04) for all children until they reach 16.

- These figures, of course, do not include the costs of social work support or the ongoing respite which is anticipated will be needed and supplied on an ad hoc basis for 3 other children
- 2 of the 3 likely to require long-term foster care are 10 year olds from adoption breakdowns, so the cost of adoption breakdown is very expensive.

3F. ADOPTIONS AND ADOPTION BREAKDOWNS

Of the 7 babies in the sample of 32 (under the age of 2 yrs), 5 (16%) were placed for adoption

- a. 2 of these had been the subjects of pre-birth care orders (one born addicted to crack/heroin; the other's very young, learning-disabled parents unable/unwilling to care)
- b. 1 had all sibs in long-term care. Baby stayed with parents til mother arrested for drink-driving with baby in car and domestic violence in child's presence came to light.
- c. The grandmother of one baby was being assessed as a foster carer, but the adoption file was kept open.

One of the other two babies was placed with FNC's back in his own country (parents in prison) and the other was placed with own parents on a supervision order.

NB In 2003 the national average percentage of all CLA who were adopted was 7% and for our comparators the average was 8%. If all 5 of these planned adoptions do in fact go ahead, the proportion (16%) is a lot higher for this small sample of 32...

- On the other hand, there were also 2 children (aged 10 & 11) coming into care from adoptive families.
- Reasons for the adoptions breaking down appeared to be connected to the emotional damage they had experienced with their birth families.
- Although much social work and other support was and had been going to both boys and families, the problems were serious and, by the end of the year, the likelihood was that both children would remain in permanent/long-term foster care.
- One child had been adopted with an older brother, who had already been taken back into care two years previously.
- The national rate of adoption breakdown is in the region of 10%.

4. CHILDREN'S CARE HISTORIES

Children's and families previous experiences of social services and care were examined to shed light on the nature of the problems which might result in care and to see if any other support could have been made available to prevent it.

4A. AGE WHEN CHILD FIRST CAME INTO CARE

AGE	Age When First Involved with SSD No. of Children	Age When First in Care No. of Children	Current Age by Mar04 No. of Children
Pre-birth & < 1 year	16	6	7
1 < 2	0	5	
2 < 5	4	6	5
5 < 11	7	8	4
11 < 14	1	2	8
14 < 17	2	4	8
Not known	0	1	0
TOTAL	32	32	32

- For only 4 children/families (12 ½%) was this their first involvement with Leeds Social Services and all of these had only recently arrived in Leeds (3 from abroad & 1 from elsewhere in the UK)
- The majority of children had had involvement with Social Services throughout most of their childhoods (50% as babies, 84% during their pre-school years).
- Of the 50% involved with SS as babies, two thirds (11/16 children) had come into care before the age of 2.
- Looking at the 63% (20/32) involved with SS before going to school, 17 (85%) also came into care before the age of five
- 38% of the sample were currently of pre-school age; only 12% of primary school age.
- By the end of junior school, 27/32 (84%) have been involved with SS and 25 (93%) of these (78% of the whole sample) have already been in care.
- 63% of those over the age of 11(10/16) had already been in care before this episode
- There was clear evidence that for at least 6 families (12 children) ongoing, often intensive social work (and other) support had staved off care for periods of between 2 and 10 years
- Examples include 3 siblings supported for 3 years before care; family network carers supported to keep 4 siblings for over 7 years; an adoptive family supported to keep the adoptive child for 4 years and contact later; and 2 siblings kept mainly at home (with crisis respite as necessary) for most of their lives. All 4 of these families facing serious problems.

4B. HOW MANY TIMES HAD THIS CHILD BEEN IN CARE?

No. times in care (Including this episode)	No. of Children	COMMENT
Once	20	
Twice	0	
Three or Four Times	3	
5 or More Times	8	4 of these on regular respite
Not known (several at least)	1	
	32	

- Of course it is difficult to make sense of these numbers unless we look at what proportion of a child’s life the number of times actually adds up to.
- The experience of a child of 2 who has spent one episode of 18months in care is very different from a teenager who has had 4 remands into care of 2 days each.....
- For 20 children (63%) this was their first time in care.

Of the 20 in care for the first time:-

- 7 are babies, so care is their main life experience
- 7 are over the age of 11
- 6 are between 2 & 10 years old

4C. CHILDREN WITH SIBLINGS WHO ALSO WERE/HAD BEEN IN CARE?

No. Children in Family <i>(incl this child)</i>	2	3	4	5	6 or >	Total
No. of children with sibs in care	6	4	6	1	5	22
No. children with NO sibs in care	0	3	2	1	2	8
	6	7	8	2	7	30

NB For the purposes of this table I have included details of the birth families of the two adopted children (one had been originally adopted with his birth brother, who had already gone back into care).

- 22 of the 30 children who had siblings (73%) had one or more siblings who were or had been also in care
- Of these 22, 20 (91%) had ALL their siblings in care
- Of the other 2 - one was from a family where 6 of the 7 children were in care and the other had all 3 of her siblings living apart with various fathers and step-fathers.
- Of the 22 with siblings also in care, there were 4 sets of siblings (2x2, 1x3 & 1x4) who were involved in THIS same episode of care

COMMENT - This suggests that for most of these families there are severe, long-term problems – also the economic reality for SS is that once one child is taken into care there is a much higher likelihood of others following suite.

4D. WERE SIBLINGS IN CARE PLACED TOGETHER OR SEPARATELY?

	No. of children
Siblings i/c ALL placed together	8
Siblings i/c SOME placed together	7
Siblings i/c NONE placed together	7
	22

- Although it was not always possible to place children together on emergency placements, a lot of emphasis was placed upon maintaining sibling groupings wherever possible and restoring them as quickly as possible.
- For most long-term placements, great efforts were made to keep siblings together and, if at all possible, keep them with Family Network Carers (eg two younger sibs placed with a maternal aunt, next door to older brother placed with Grandmother).

Of the 7/ 22 children who were NOT placed together with their siblings:-

- 2 were the adopted children mentioned above
- one family received regular respite, each sib going to a regular but different foster carer
- one had two sibs living with grandmother abroad
- the other 2 - reasons were not known.

5. FAMILY’S HISTORY OF INVOLVEMENT WITH SOCIAL SERVICES

5A. APPROXIMATE DATE/YEAR OF FAMILY'S FIRST INVOLVEMENT WITH SOCIAL SERVICES

NB Some parents had been involved with SS throughout their own childhoods too, so for many the history is even longer than that suggested here

Family’s First Contact with SSD	No. of Children	No. of Families	COMMENT
No previous involvement with SS	4	4	3 from abroad, 1N/K to SS til step-father arrived (his family well-known)
Within last 18 months	0	0	
Between 2000 – 2002	8	5	1 previous CPR in another LA
Since the late 90’s	6	3	
Since the mid 90’s	11	10	1 elsewhere in Yorks til 200/2
Since the early 90’s	3	3	1 had lived all over the country
Total	32	25	

- The families of 20 children had been involved with SS since before the year 2000
- Obviously the level and frequency of SS contact varied a lot

This above table should be read in conjunction with the next one:-

5B. FAMILIES' PREVIOUS HISTORY WITH SOCIAL SERVICES

Each child/family was ranked (1 – 10) to indicate the length and level of support they had received from social services in the past.

RANKING	Length & Level of Support Received from SSD	No. of Children receiving this level of support (No. of Families)	No. of Families receiving this level of support
10	Long-term intensive work for intractable family problems	11	5
8 – 9	Long-term support, periodically intensive	3	3
7 – 8	Long-term medium to high level of support	5	5
5 – 7	Shorter or occasional medium level of support	6	5
3 – 5	Occasional, low-level support	3	3
2 – 3	Little past contact with SSD	1	1
1	None	3	3
Total		32	25

- It is clear from this table that the parents/families of most (59%) children coming into care (19/32) are well-known to Social Services and have received substantial amounts of support over long periods, albeit for a variety of reasons.
- 13 of these 19 (68%) were admitted into care for reasons of abuse and/or serious neglect. (ie “high maintenance” often chaotic families with severe or intractable/ongoing problems not easily resolved by SS or any other agency.)
- 10 children (from 9 families) had had lower-levels of SS support, occasional though this might be over several years
- Only 4 children/families had had little or no previous contact with Social Services. Of these:-
 - one was being brought up with sibs by grandparents abroad and stayed in this country after holidaying with mother (who later abandoned)
 - one was not a UK resident – parents on holiday arrested and child taken into care
 - one with refugee/right to remain status, had only been in this country two years
 - one child’s nuclear family had no SS contact til the step-father arrived (his family well-known to SSD)
- There were 3 further families who had only recently arrived in Leeds so although their history with Leeds SS Department was short, they had had plenty of SS support elsewhere.

From both of these tables and the Care History detailed below, it can be seen that nearly all the Sample of 25 families had a long history with Social Services (and other) departments, and for some this went back to the parents’ own parents’ generation.

5C. CHILD PROTECTION REGISTER (CPR) ISSUES

(a) Had child ever been on the Child Protection Register?

Child on Child Protection Register	Number	% of 32
YES, child is on the register at the time of this care episode	8	25%
YES, child has been on the register in the past, but is not on it at the time of this care episode	3	9%
CP investigation in past but child not actually registered	4	13%
Child placed on register <i>after</i> this episode	1	3%
NO, child is not/has not been on the CP register	14	41%
Not applicable (child removed at birth, UASC)	2	6%
TOTAL	32	100%

- So there were in total 15 children with past or present child protection concerns, 11 of whom had been registered - though only 8 were on the CP register when they came into care on this occasion.
- Of these 8, 7 were two sets of siblings who had been receiving intensive support over a long period, but whose family circumstances changed (parents separated / a younger child started to show signs of abuse) such that care became necessary.
- 9 of the 15 children with past or present child protection concerns currently had an N1 "Abuse / Neglect" need code.
- A further 3 adolescents currently with N6 need coding (socially unacceptable behaviour) for their offending/risky behaviour had had an N1 code at the time of past CP investigations (2) or registration (1). *In other words, neglect/abuse had been serious issues for them in the past (which was likely to be linked to current behaviour)*

(b) WHERE THERE WERE CURRENT OR PAST CPR CONCERNS, HOW MANY WERE ADMITTED INTO CARE ON AN EMERGENCY OR POLICE PROTECTION ORDER?

- Only one and this was where the child and 2 siblings had been on the register 3 years previously, not currently and where a variety of family support services had been offered but the mother's refusal to engage or co-operate had limited what could be done. On this occasion the child had presented herself at the police station and stayed in an emergency bed for one night only. Again the family were offered a package of follow-up support but again refused it.

(c) CP REGISTRATION FOLLOWING CARE

- One child had been placed on the register (for the first time) after this and a second care episode, and a full package of family support was then put in place.

6. FAMILY SUPPORT

6A. FAMILY SUPPORT SERVICES OFFERED TO FAMILIES

FAMILY SUPPORT OFFERED	No Children	% of Sample
Considerable amounts already provided	14	44%
Some provided or family only made partial use of what was on offer	8	19%
FS offered but not taken up	2	12.5%
No evidence of FS being offered	4	12.5%
N/A - no previous LSS knowledge of family	4	12.5%
TOTAL	32	100.5%

- 86% (24) of the 28 children known to SSD prior to this episode of care had been previously offered some family support, although this had only been taken up by 71% (17).
- So, of the total Sample of 32, 63% had both been offered and received family support.

For only 4 of the 28 children/families who could have received family support previously, there was no case-file evidence of family support being offered. Of these:-

- One was a 16 year old young offender whose family had a lot of social work support over many years, including CP concerns
- 3 were babies being placed for adoption (one with 3 sibs already in care, where there were alcohol and domestic violence issues; one because of serious CP with both parents subject to criminal proceedings; a third where mother was assessed as unable to care because of mental health problems)

Although they may not have received support from “Family Support “ agencies, all four of these families had in fact had considerable social work and other agency support over long periods of time.

6B. AGENCIES PROVIDING FAMILY SUPPORT

(i) SOCIAL SERVICES’ FAMILY RESOURCE CENTRES

- Of the 22 children [from 15 families] who had had some family support, 82% (18 children from 11 families) had received the service from one of the in-house SS Family Resource Centres (FRC’s).
- 7 of these families (10 children) attended North Leeds FRC, 3 (7 children) attended East Leeds FRC and one went to South Leeds

a) WHO, FROM THE FAMILY, DID FRC WORK WITH?

- The FRC’s offered a range of services to most families.
- They worked with both the child (and often siblings) and the parent/carer/s.
- All at least were offered individual work with the child and parenting skills/support for the parents/carers (though not all parents took up or persevered with parent support).

b) WHAT SERVICES DID THE FRC’S PROVIDE (see table below)

- 16 children who attended the FRC’s received individual support, usually tailored to their individual need (this could include, for example, support at the centre while excluded from school or weekly activity based work)
- 12 of the older children also attended weekly group-work sessions.
- Parenting skills were offered to all 11 families and taken up by 9.

FRC SERVICE RECEIVED	No. Children	No. Families	COMMENT
Outreach	0	0	
Respite	8	7	Some regularly; others occasional, as needed
Parenting Skills	12	9	
Individual Work <u>w</u> Child	16	10	
Groupwork <u>w</u> Child	12	8	
Crisis Service	7	6	

c). LENGTH OF TIME FAMILIES WORKED WITH THE SS FRC'S

- Again this varied from family to family, depending on need.
- 3 children/families had received a one-off intensive period of work (2x2-3 months, 1x6mths)
- One family, who had previously refused parenting and individual support, received crisis respite for 2 children when their mother went in to hospital
- There was evidence of a flexible approach by the FRC's, for example, providing several short episodes of support to 5 families over 2 or 3 years as and when required.
- Ongoing short-break respite care was being provided for 4 children (two at regular intervals to relieve pressure at home; two when parents had to go into hospital). A further 4 children had used this service in the past.

d) FRC OUTCOMES

- Of the 18 children receiving FRC support, it could be said that this had averted long-term care for at least 4 (mainly through occasional respite) and certainly maintained 4 more at home or in their FNC or adoptive placement (3) over several years.
- For two teenage girls the FRC work was set up or increased in response to this brief care episode to ease their return home, improve the parent/child relationship and so prevent further care.
- The FRC's flexible crisis respite scheme allowed at least 6 children from 5 families to have occasional short respite care in familiar surroundings, which enabled them to remain at home with their families in the long-term. (*See comment on FRC Respite below****)
- 3 families (9 children) accepted support for the children (individual, group and/or respite), but the parents refused to work on their own parenting skills. This of course limited what could be done to improve the situation.
- 2 of these 3 families (7 children) had had considerable long term support from a variety of agencies, but parents' reluctance to engage meant that problems of severe neglect /abuse continued until all 7 children were eventually admitted into long-term care

EXAMPLES OF AVERTING/DELAYING CARE

- *3 FNC placements were maintained for a family of 6 children (3 of them in this sample) by providing parent support to all carers and both individual and groupwork support for 5 of the children.*
- *Two siblings were being maintained at home despite both parents' severe mental health problems, by providing respite care for both together with the same foster carer as and when parents needed to go into hospital (up to 2 – 3 times a year).*
- *One adopted family were supported to keep their adopted son for over two years (though the placement did finally break down)*
- *Intensive parenting skills provided to one mother, alongside several short respite breaks for the daughter, maintained the child back at home after this initial brief care episode*

e) FRC RESPITE

- One FRC service provided effective support for 6 children – planned or crisis respite care, which meant a return to the same foster parents when respite was needed
- The FRC foster carers had enabled:-
 - two brothers (aged 11 & 13) to remain in the care of their parents' whose severe mental health problems resulted in frequent (though irregular) hospitalisation
 - two siblings (aged 2 & 4) to remain in the care of their lone mother who was struggling to cope with 4 children (3 under 4) and domestic violence from an ex-partner (& resulting mental health issues)
- There was another child for whom a series of planned FRC respite care was set up as a result of this episode of care.

One problem with this, from the department's performance perspective, however, is that – while it DOES maintain children in their own homes or FNC placements and so avert long-term care – this crisis respite scheme is not distinguished from other types of care for the purposes of performance indicators.

NB*** *Only two children in the Sample of 32 had a 'Respite Series' legal status, though in fact two others were also placed with FRC foster carers (crisis situation). It seems, for the purposes of recording, these FRC respite foster care placements sometimes appear in the main CLA figures, sometimes in the Respite Series figures and sometimes are not recorded centrally at all. This is something which needs clarifying so that a consistent approach can be adopted across the city.*

6B(ii). SOCIAL SERVICE'S FAMILY AIDE SERVICE

This service (run within the Family Resource Centres) provides practical and flexible support to families (particularly younger, larger families) who are struggling to cope with every day tasks. There was little use made of this in-house Social Services' Family Aide Service by this Sample of 32.

- The SS Family Aide Scheme (FAS) had been offered to at least 3 families (5 children), but was refused by two sets of parents.
- All 3 families had primary school age children when FAS was first involved. (One family had 4 children aged 3 – 14; one had 4 aged 2 to 6 and the third had 2 children aged 9 and 11)
- The family which used both the Family Aide Service and the Family Resource Centre the most did benefit greatly over a long period, from the full range of services on offer
- Both FAS & FRC services worked together to enable two children to remain at home with parents who frequently needed hospitalisation for severe mental health problems

6B(iii). THE VOLUNTARY SECTOR**OTHER FAMILY AIDE SERVICES**

- A further two families were offered family aide support from East Leeds Family Service Unit.
- Both these were larger families (6 children aged 2 – 15 and 4 children aged 4 – 12). One family refused and did not take up the offer; the other began a whole range of services, but
-

- there was little improvement as mother failed to engage in the work and repeatedly cancelled sessions.

Family support was also offered to families by various other voluntary sector organisations in the city. A summary of this work can be found in the table below. This includes a broad range of 'family support' work (eg help with rehousing)

VOLUNTARY SECTOR AGENCIES	Service Offered	No. of Families	No. of Children
Browning House	Assessment	2	2
West Leeds FSU	Assessment	1	1
East Leeds FSU	Assessment	1	2
East Leeds FSU	Family Aide Scheme & other work	5	11
NSPCC	Assessment	2	2
NCH Broomhill	Assessment	2	5
NCH Contact Centre	Parental Contact	1	1
Willows Young Carers	Support to Individual Children	2	3
Carr Gomm	Housing Support	2	4
Homestart	N/K	1	1
Mary Secole House	Temp. Residential Accommodation	1	1
Total		20*	33*

**NB Some families received help from more than one of these organisations*

- There was evidence of family and other support being provided by voluntary sector organisations to at least 12 families (19 children) either currently or in the past.
- While these organisations were mentioned in case files (eg representatives attending case conferences/reviews or their assessments and other reports filed) - it was not always possible to ascertain the exact type and level of work being done.
- So the table below is likely to be an under-estimate of this work.
- One family, well-plugged into the voluntary sector, was the only one where there was mention of support from Barnardo's and Leeds Family Welfare
- Willows Young Carers was the key support worker for this family (one child) and working intensively with one other (2 children)
- 3 families had had quite long standing involvement with East Leeds FSU, who offered them a range of services, from therapeutic individual work with siblings to family aide support.

6C. ENGAGING PARENTS IN FAMILY SUPPORT WORK

Was parenting skills a significant factor in this episode of care?

- It was a central issue for 15/25 families (60%), with 21/32 children (66%)
- It was a partial/contributing factor for a further 4 families (4 individual children).
- 13 of these families (19 children) were offered parenting support/ parenting skills
- Of these, 5 families/carers received considerable amounts of support, some over several years, but the other 8 refused to access the parenting skills/support on offer or only did so briefly and half-heartedly (though most did take up individual and other support for the child/ren)

Parents' Reluctance To Engage

- Reluctance to look at their own behaviour/parenting skills or take up support for themselves did, of course, severely limit what could be done to improve the overall long-term family situation.
- While this may be a truism, nevertheless the point does need making. Family support, especially where problems are well-entrenched, cannot achieve much change without parental co-operation.
- How then to encourage parental involvement? Accepted wisdom would suggest that the earlier parenting problems are tackled (and the younger children are) the better the chances of successfully improving the long-term outcome.
- *This does, however, beg further questions:-*
 - How early should such a preventative family support service work with a family?*
 - At which tier of need should SS pitch its family support services?*
 - Currently there appears to be a gap between universal services like Surestart (aimed at tiers 1 & 2) and SS services which increasingly emphasise tier 4. Are SS thresholds for family support too high?*

7. SUPPORT TO FAMILIES FROM OTHER AGENCIES

7A. HOUSING ISSUES

- Housing was an issue for 7 families (9 children), most of whom were waiting to be rehoused.
- One UASC had been staying at Mary Seole House for 5 weeks, but with no money could not stay. Social worker sorted out benefits, immigration right to remain application and a supported independent living flat for her (Sojourner Housing Project).
- Carr Gomm were involved in helping two families to be rehoused
- Leeds Federated Housing supported a further two families.

7B. YOUNG OFFENDERS

- 5 young people (aged 13 – 16) were either on remand or working with the Youth Offenders Service (YOS) because of their offending behaviour.
- YOS were involved with 4 young people, (all of whom were engaged in repeated offending) and with the very young (16) mother of another of the sample children.
- One of the young people who had come into care on remand was already in residential care and, for breaking his bail conditions, was then remanded to a secure unit out of Leeds

7C. OTHER SOCIAL SERVICES PRESENT OR PAST

OTHER SS/LCC SERVICES <i>See next table for Education services</i>	Service Offered	No. of Families	No. of Children
Therapeutic Social Work Team	**See Below	6	9
CAMHS	Adol MH Support - Assessment	1	1
Adult Mental Health Services	Various	3	5
Adoption Clinic	Support for adoptive family	1	1
Independent Visitor Scheme		2	2
Individual Support Worker		4	4*
Youth Offenders Service		5	4 (+1 parent)

**Indiv Supp Worker working with one of these families' older siblings, not the sample child*

(i). THERAPEUTIC SOCIAL WORK TEAM :

- While 6 families were referred to the Therapeutic Team, only one (adoptive) family actually received any ongoing work (family therapy with the parents and ongoing assessment work with the child).
- Another family (4 siblings placed with FNC) had been offered therapy several years ago, but the carers had refused it. The one child involved in this episode of care had finally started intensive individual therapy two months before.
- Three others had been referred and either put on indefinite hold or were not regarded as appropriate for the service to work with. The child of one of the latter families is now working with the Therapeutic Team in their residential care setting.
- In fact all three of the young people who were placed in residential care were known to the Therapeutic Team. All had been assessed by them and the team was actively working with

- two of them/and the home (one had started individual therapy 2 months before this care episode). The third YP had been referred to the Therapeutic Team previously and had been put 'on hold' indefinitely

7D. LEEDS EDUCATION
(i) SCHOOLS

There was evidence of strong links between Social Services and schools. Some schools had been working closely with SS to support families and had been instrumental in referring families and/or supporting children both before and after they came into care.

- There were 20 school aged children in the sample (4 at primary school, 16 high school age)
- Of the older ones, 2 were permanently excluded (one attending Pupil Referral Unit and one the Alternative Education Programme), a third had already left school when remanded.
- 4 children were being regularly excluded from school for short periods of time – 2 of these from high school, 2 from primary (one from the age of 5 – now had a fulltime SNA for behavioural problems)
- 12 schools had been offering 15 children (11 families) a great deal of support in the past and working closely with SS, attending case conferences and reviews
- There was mention of at least 4 learning mentors and one child with a F/T SNA

(ii) OTHER EDUCATION & LEARNING & LEISURE SERVICES

The table below shows how many children and families had received a service from various other sections of Leeds Education Service and Learning & Leisure, particularly where these sections were involved in this and/or previous episodes of care.

NB There were 6 children with statements of educational need aged 6 – 14.

EDUCATION SERVICE	No. of Families	No. of Children
EDUC – Pupil Referral Unit	2	2
EDUC – Social Inclusion Unit	5	5
EDUC – MAST & BEST teams	2	5
EDUC - EYCs	2	3
L&L - Holiday Schemes	3	7
L&L - Training Schemes	2	2
L&L - Youth Services	2	2

- It may be that the above services were being accessed by more children than the table shows, but there was little or no mention of it on the SS casefiles.
- Similarly there was no evidence of work with several other Education services, which some children would undoubtedly have been accessing (though not necessarily through SS) eg Connexions, Education Welfare, Surestart (mentioned in connection with only 2 families).
- This may be merely a recording issue though may suggest there was little direct contact or joint work between SS and these other services.

7E. INVOLVEMENT OF OTHER STATUTORY AGENCIES

STATUTORY AGENCIES	Actively Involved with SS & This Child/Family	No. of Families	No. of Children
Police	Involved in the care episode (6 arrests, 2 PPO's, 1 via DVU, 1 MISPER)	11	11
CMHT - Adult Mental Health Services	Community Alternatives Team Community Psychiatric Nurses	4	6
St James Child & Family Support Unit	Therapeutic work with families and individual children	5	6
Health Visitors	Who were actively involved with SS (referring, attending case conferences etc)	6	10
School Nurses		4	9
GP's, Clinics		6	11

- Of course there were other Health professionals involved with all families. The table above just refers to those *particularly* involved in this and or previous care episodes.
- In addition a further 7 families (13 children) had been involved with community paediatric services with regard to CP and other medicals.
- The 'Residential Care Nurse' was working with one child in care.

8. OTHER ISSUES RAISED BY THE DATA

8A. TEENAGERS

- Of the 8 young people over the age of 13 (25%), all but two were in care as a result of risky, offending or challenging behaviour and parents/carers regarding them as beyond control.
 - 3 boys were on remand – 2 to emergency PACE beds, the other, (already in residential care) was remanded to a secure unit.
 - 1 girl created the breakdown of her private F/C placement by repeated offending
 - 2 girls were in conflict with parents over acceptable behaviour
- The remaining two were both girls abandoned by their mothers, one an UASC left to fend for herself and the other left (along with her younger sibs) with her mother's new boyfriend when she left town.
- It is perhaps interesting that a significantly high proportion - 5 of the 8 - older children being admitted into care over the age of 13 have little or no current contact with their mothers; several from a fairly young age.
- Perhaps less surprising is the finding that the increasingly risky or challenging behaviour demonstrated by 4 of the 8 older children and a further 3 of the younger ones (9 – 13) appears to be directly linked to their earlier damaging childhood experiences. This is 37% of the 19 children over the age of 9.....

8B. DRUGS, ALCOHOL AND MENTAL HEALTH PROBLEMS

	Count of the No. of Children Where This is a Problem		
	Mother	Father*	Child
Mental Health Problems	7 (6 families)	2 (1 family)	6**
Drugs Abuse	6	5	1***
Alcohol Abuse	4	8 (5 families)	?
Learning Disability	1	1	1

COMMENTS:-

*Information not available for many of the fathers who were out of touch or unknown to their children and/or to the social worker, so above figures likely to be an underestimate.

**There were no children with diagnosed mental health conditions, but at least 6 demonstrated serious emotional disturbance (risky behaviour, self-harming, anger management problems, overdoses), most of these had been referred for therapeutic intervention

***One baby born addicted to crack cocaine. No children with severe drug or alcohol problems but 4 of the older ones already occasionally using both (one boy already referred to Base 10).

As might be expected some families faced a 'double/treble dose' where :-

- Both parents drank heavily (2 families) or both were using/involved with drugs (3 families)
- In one of the above families, both parents had problems with both drugs and alcohol
- 4 parents (3 families) had both mental health and serious drugs or alcohol problems

8C. DOMESTIC VIOLENCE BETWEEN PARENTS

- Of course the above factors are often a feature of families where there is domestic violence.
- Domestic violence was or had been a feature in the lives of 11 children (34%) and 9 families (36%).
- Of these, alcohol abuse was also a significant or contributory factor with fathers in 2 families (5 children) and with both fathers and mothers in 2 other families (including one where both parents also used drugs).
- Domestic violence was a *central* factor in situations which led to care for 6 children (19%) (from 5 families), and was at the root of at least 2 teenager boys' behavioural/anger management problems.

Where the parents' relationship was volatile or had ended in acrimonious divorce or separation, this had a negative impact on the children. Several families had managed, albeit with ongoing SS support, until the parents' relationship broke down – this then became a significant trigger for care, especially for 2 families (5 children) where the father had been the key carer and the mother could not cope with the children on her own or with the fallout.

8D. PARENTS' OWN HISTORY OF ABUSE AND/OR CARE

For many cases this information was not known or recorded. So the following information will definitely be an underestimate:-

At least 12 (possibly 16) children (38 - 50%) had mothers who had themselves experienced abuse and/or care as children:-

- 7 mothers (of 12 children) had a history of abuse in their own childhood
- at least 3 of these had also been in care themselves.

- On the other hand, only 2 fathers (with one child each in the sample), are *known* to have experienced care as children, both because of abuse.
- While this is only 8% of fathers, it is more likely that the "Not Known" factor is much higher for fathers, particularly as so many more are absent or only in sporadic contact with their children (and social workers).

Chris Dunne
Leeds Social Services
Quality & Performance Review Team
31st January 2005



LEEDS
CITY COUNCIL

AGENDA
ITEM NO.:

Originator: A Brogden

Tel: 0113 24 74553

REPORT OF SCRUTINY SUPPORT MANAGER

SCRUTINY BOARD (SOCIAL CARE)

DATE: 14TH MARCH 2005

SUBJECT: EDUCATION OF CHILDREN AND YOUNG PEOPLE IN PUBLIC CARE

Electoral Wards Affected:

Specific Implications For :

Ethnic Minorities

Women

Disabled People

1.0 INTRODUCTION

- 1.1 The Board receives regular quarterly updates from Education Leeds on the education of children and young people in care.
- 1.2 The Board last received a report in December 2004. At its meeting, the Board was informed that the consultation process relating to the proposed city wide policy for raising achievement of children in care was due to be completed on 31st January 2005. Members therefore agreed to receive a further update report in March 2005 on the proposed city wide policy.

2.0 INFORMATION RECEIVED

- 2.1 Attached is a quarterly report from Education Leeds on the educational achievement of children and young people in public care.
- 2.2 The report includes information on progress made with the consultation of the City wide policy for raising achievement of children in care, a report on the 2003 - 4 outcomes for children and the outcomes from the recent OFSTED inspection on Support for Children in Care.

3.0 RECOMMENDATION

- 3.1 The Board is asked to consider the attached report from Education Leeds on the educational achievement of children and young people in public care and to make any comments and recommendations on the draft city-wide policy as appropriate.

REPORT TO SCRUTINY BOARD (SOCIAL CARE)

DATE : 14th March 2005

SUBJECT: The Educational Achievement of Children and Young People in Public Care - quarterly report

Electoral Wards Affected :	Specific Implications For :
	Ethnic Minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled People <input type="checkbox"/>

1.0 PURPOSE OF REPORT

To bring to scrutiny the progress on the consultation of the City wide policy for raising achievement of children in care , a report on the 2003 -4 outcomes for children and the outcomes from the recent OFSTED inspection on Support for children in Care.

2.0 BACKGROUND

- 2.1 The city wide policy has been out for extended consultation and is now complete. See Appendix 1
- 2.2 The Education Protects teams works with schools, central services and social services on initiatives to raise achievement . The outcomes are monitored and evaluated and any lessons learnt formally fed back to schools, services and partners as they form the basis of action plans for the following year. Report on outcomes 2003 - 4 - Appendix 2
- 2.3 The Leeds LEA Ofsted report was published on January 5th 2005. Appendix 3.

3.0 CURRENT ISSUES IN LEEDS

- 3.1 The city wide policy will need to be approved at Executive level. An implementation plan will form part of the Inter-agency Action plan for 2005 -6.
- 3.2 The achievements at GCSE entry level have improved considerably, this has been as a result of targeted support by schools and dowry funding from the Education Protects team. Attendance and exclusion outcomes are also very

positive.

3.3 Other Key stage results have been disappointing and a remedial action plan is attached.

3.4 Ofsted inspected this area of work and it was found to be satisfactory. It was recommended that Education Leeds :
" Continue to work with partners to ensure all looked after children have a personal education plan."

4.0 **RESOURCE IMPLICATIONS**

There are none at present.

5.0 **RISK ASSESSMENTS**

There are implications for Leeds and Education Leeds in the CPSA assessment and OFSTED judgements if we do not achieve national standards.

6.0 **RECOMMENDATIONS**

6.1 The Scrutiny Board is requested to:

- Note the attached reports

Background papers:

Appendix 1 - Draft City wide policy on raising achievement of children in public care,

Appendix 2 Outcomes for children in public care 2003 -4

Appendix 3 Ofsted report section on Support for Children in Public Care

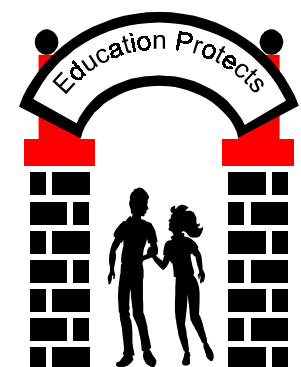
Leeds City Council

**Draft Policy on the
Education of Children
and Young People in
Public Care**

2005 - 7



LEEDS
CITY COUNCIL
Social Services



Children in Public Care



Education Leeds

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Leeds City Council

Policy on the Education of Children and Young People in Public Care¹

1. Introduction

- 1.1 This policy sets out the ways the Council Services will work together to support and improve the education of children and young people in public care.
- 1.2 Education Leeds and the Department of Social Service have jointly written the policy. It summarises the procedures and practices which Education Leeds and the Department of Social Service will implement to raise the educational standards for children and young people in public care.
- 1.3 Whenever a child or young person is in public care, the Local Authority, its officers and members, have a duty to act as a good parent. Leeds officers and members will advocate for children and young people in public care and will promote and support inclusion for this group.

2. Context and Background

- 2.1 Despite access to education being one of the most basic of human rights, and one that is guaranteed to all children under the United Nations Convention on the "Rights of the Child", more than a third of children and young people who have been in public care feel that the education they received was worse as a result of being in care.
- 2.2 The 1995 SSI / OFSTED report "*The Education of Children who are Looked After by Local Authorities*" found that young people who have school places and do attend, come out of formal education with few or no qualifications. This confirms or is echoed by a number of studies and reports, which have been published in recent years².

¹ The term "Children and Young People in Public Care" is used in this document in place of "Looked After Children" to reflect the language of the Department for Education and Skills, and is intended to include all children in care on orders, accommodated, on remand, or receiving respite care.

² For a full list of relevant reports / circulars see Appendix A of the DfEE / DoH Guidance on the *Education of Children and Young People in Public Care* (May 2000)

- 2.3 Children and young people in public care are arguably one of the most disadvantaged groups of people in our society. The experience many children and young people have of being in care is that they are labelled and this label follows them into adult life. This happens directly in terms of career opportunities, involvement in mental health systems and the propensity to become involved in the criminal justice system. It also happens indirectly through low self-esteem, which together with the labelling, has the result that these children and young people only meet the expectations society seems to have of them.
- 2.4 In response to the increasing evidence of disadvantage and exclusion, the joint Department for Education and Employment (DfEE) as it was and Department of Health (DoH) Guidance on the *Education of Young People in Public Care* was published in May 2000. This National Guidance builds on DfEE Circular 13/94 and Local Authority Circular (94)11, which is now replaced by Local Authority Circular (2000/13) "*Guidance on the Education of Children and Young People in Public Care*"
- 2.5 The National Guidance aims to ensure that Local Authorities provide the education that children and young people in their care need and deserve. It is intended to bring these children and young people's educational attainment closer in line with those of their peers, enabling them to achieve their full potential. It outlines the failure of agencies to work together in the past, and requires that action be now urgently taken to improve the quality of corporate parenting, particularly in relation to education.

3. Working Principles

3.1 Effective co-operation between agencies

- 3.1.1 Education Leeds, the Department of Social Service, schools, parents, primary carers (i.e. foster carers and residential workers) and all the other personnel, both voluntary and statutory, who may have a role to play in supporting the education of children and young people in public care, need to continue to develop good and harmonious working relationships.
- 3.1.2 The agencies should be committed to continuing their work to develop effective systems which ensure that children in public care have access to the same educational opportunities as all other children of their age and where necessary and appropriate, experience positive discrimination.
- 3.1.3 In order to further these aims, Education Leeds has developed an Admissions and Transfer Policy which identifies children in public care as belonging to a vulnerable group and undertakes to expedite admissions of such pupils. A commitment has been made to provide a

full time educational placement within 20 school days of notification that one is required.

3.1.4 We will continue to review all policies, including the transport policy, as transport is crucial to ensuring education is accessed.

3.1.5 In Leeds, there is a dedicated "Education Protects" team. The team's purpose is

" to bring the educational attainments of looked after children closer in line with those of their peers by assisting local authorities in their role of corporate parent to promote and support the education of the children they look after".

3.1.6 The two Coordinators represent a commitment to "joined up" working within the authority as they are from both Education Leeds and the Department of Social Service. Their key role is to work with and support all aspects of the Local Authority in an attempt to improve life chances for looked after children in Leeds. They also monitor the progress and educational outcomes of these children

3.1.7 The team provides:

- Information regarding school placements and national test results.
- Advice to Social Workers and schools.
- Nominated Teacher briefings and training.
- Advice and information to other agencies.
- Briefings for interested agencies.
- Training either for multi-agency work or as single agency.

3.1.8 In line with the National Guidance, all schools in Leeds must identify a Nominated Teacher for children in public care. The Education Protects team maintains a register of such teachers, which is updated annually. Joint agency training has been and will continue to be offered to all these teachers to outline their role and responsibilities.

3.1.9 Social Workers must inform the school and Education Leeds when a child enters public care or moves placement. It is the Social Worker's responsibility to ensure that Personal Education Plans are in place within 20 school days. In compiling Personal Education Plans, the Social Worker and the Nominated Teacher will consult, where appropriate, with the child, their primary carer, their parent and any other professionals who are providing support. Compliance with this requirement will be monitored through the Department of Social Service statutory reviewing system for children in public care by the Independent Reviewing Officers.

3.2 Record Keeping and Sharing Information

3.2.1 Schools, Education Leeds and the Department of Social Service will continue to work together to ensure that relevant information is

appropriately shared, to enable primary carers to effectively support the children and young people whom they care for. Work has continued to make educational information on children in public care accessible to relevant staff within the Department of Social Service, and to make information available through the children in public care database accessible to appropriate staff of Education Leeds and the Department of Social Service.

- 3.2.2 Information about the education of children in public care, that is required by the DoH on an annual basis, can be accessed and monitored by using the information held on the Education Protects team database.
- 3.2.3 A protocol for sharing information between agencies has been drawn up jointly by the two departments.
- 3.2.4 Systems will continue to be developed to improve accuracy in data collection, and to identify areas of need and progress made by children in public care.

4 Role of the Corporate Parent

- 4.1 Officers and members of the council share the responsibilities of corporate parent and roles and responsibilities are outlined below.
- 4.2 The National Guidance expands upon the concept of Corporate Parenting. It is part of the national policy context, which aims to ensure that the entitlement to education of children and young people in public care will be upheld by vigorous corporate parents applying principles of good parenting. These are:
 - *Prioritising education*
 - *Having High expectations*
 - *Inclusion - challenging and changing attitudes*
 - *Achieving continuity and stability*
 - *Early intervention - prioritise action*
 - *Listening to children*

4.3 Education Leeds

- 4.3.1 Education Leeds will ensure that information about its policies and practices are available, and will continue to work in partnership with those professionals who share responsibility for the education of children and young people in public care.
- 4.3.2 It is recognised that children and young people in public care generally achieve significantly less well than their peers. The policy set out here is designed to minimise the inequalities that exist, and to ensure that the Local Authority does all it can to raise attainment. In its work with school, Education Leeds will monitor the academic progress of all children and young people in public care and ensure that differential

target setting is practised (via the Personal Education Plan) to ensure that the needs of this group are not lost as part of the general target setting arrangements within schools.

4.3.3 Officers and members will advocate for children and young people in public care and will promote and support inclusion for this group. The following services within Education Leeds, in addition to the Education Protects team, whose role has already been outlined, will ensure the needs of such children are addressed as a high priority.

4.4 Admissions

4.4.1 The Admissions team will ensure that children and young people in public care are treated equally with regard to admission to their preferred school.

4.4.2 Education authorities are now under a duty to provide a full time educational placement for children and young people in public care within 20 school days of receipt of the School Preference Form which is completed by the parent / carer / Social Worker.

4.4.3 Accordingly, the Admissions team will:

- Endeavour to ensure that Children in Public Care will have top priority for admission to their local school at the normal time of admission.
- Give top priority to Children in Public Care in their over subscription criteria.
- Endeavour to deal sympathetically with transitions, taking into account the particular circumstances and needs of Children in Public Care.
- Deal sympathetically with changes of address linked to changes in placement for Children in Public Care. Where a child moves placement after choosing a High school, the new address should not trigger an automatic change of school allocation. There should be liaison with the Social Worker over this issue.
- Liaise with Faith schools to try to ensure that children in public care of their faith have priority over those children belonging to other faiths.
- Respond to requests from Social Workers and carers at the earliest opportunity in order to discuss the request for a new school placement.
- Have a named officer for children in public care, responsible for co-ordinating the work of admissions officers in order to implement this policy.

4.5 Transport

- 4.5.1 The home to school transport policy has been reviewed to ensure that children's education is not disrupted by entering public care or by changing placements within the care system.
- 4.5.2 If a child or young person is received into public care and placed in a foster home or residential unit outside their school's normal catchment area, Education Leeds and the Department of Social Service will:
- Ensure that where it is reasonable, practical and safe, the child will continue to attend their normal school, and transport costs will be met in accordance with the respective department's transport policies.
- 4.5.3 Similarly, if a child or young person changes placement within the care system, and moves outside the normal catchment area of their school
- Agreement will be reached about the transport costs in order to maintain this element of stability.

4.6 Special Educational Needs

- 4.6.1 Like other children, children and young people in public care may at some time in their education have Special Educational Needs (SEN). Although all schools have strategies for helping children with SEN, the relevant services within Education Leeds will:
- Assist and advise where appropriate referrals are made.
- 4.6.2 With regard to children and young people in public care, as part of the process of assessing whether a child has SEN, Education Leeds has a duty to:
- Liaise with the Department of Social Service so that relevant information can be made available.

Any school receiving a child with SEN would receive all relevant documentation from Education Leeds and the Department of Social Service. The child's school will:

- Invite appropriate representation from Education Leeds and the Department of Social Service when Statements of SEN are due for their annual review. Wherever possible, and where it is in the interests of the child involved, these reviews should be co-ordinated with the Department of Social Service child-care or other reviewing systems (e.g. reviews of a child subject to an order under the criminal justice system).
- 4.6.3 The annual review in Year 9 and any subsequent annual reviews must include the drawing up and subsequent review of a Transition Plan. This plan will:
- Draw together information from a range of agencies including the Department of Social Service in order to plan coherently for the young person's transition to adult life.

- 4.6.4 Inter-agency involvement and co-operation is crucial for children and young people in public care at this stage. Their Personal Education Plan will:
- Detail their needs, the support they will require and who will provide this.

4.7 The Psychology and Assessment Service (PAS)

- 4.7.1 One aspect of the work of the PAS is to be involved with schools and other agencies to:
- Help improve children's learning, behaviour or relationships where there is concern about progress in these areas.

Educational Psychologists work with staff in schools and other agencies at a consultative level providing advice and guidance about individual or groups of children and on whole school approaches. Educational Psychologists also agree to become involved at an individual casework level where there is a need for direct work with children, their parents or carers, as well as school staff. For all children the agreement of the parent / carer / Social Worker is required before direct involvement will occur.

- 4.7.2 For children and young people in public care the above basic procedures apply. The PAS will:
- Confirm that the Department of Social Service is aware of and agree to any PAS individual casework involvement.
 - Liaise and communicate with relevant Department of Social Service personnel. The direct contact, however, may well be with the child's carer/s.
 - Where appropriate, contribute to any review of the child's Personal Education Plan.

4.8 The Education Welfare Service (EWS)

- 4.8.1 The EWS works in partnership with schools, parents / carers and children in order to achieve the very best levels of school attendance and punctuality for all pupils. The EWS works closely with other departments in the council and other external agencies in order to meet school attendance targets.
- 4.8.2 For children and young people in public care, the same principles apply and the Education Welfare Officer (EWO) will:
- Make every effort to ensure that the Department of Social Service is involved, as would be any parent or carer.
- 4.8.3 The Government' requires Local Authorities to monitor the attendance of children and young people in public care. The EWS has the responsibility of:
- Recording and retrieving the attendance rates of all children and young people in public care.

4.8.4 The EWO responsible for each school will:

- Liaise regularly with the Nominated Teacher for children and young people in public care for each of their schools.
- Together with the Nominated Teacher keep a record of all children and young people in public care in the school.
- Monitor the attendance of each child or young person in public care on the roll of the school.
- Make contact with the carer / Social Worker and make home visits as appropriate.
- In collaboration with the Nominated Teacher, involve themselves in the Personal Education Plan and reviews of any child or young person in public care where there are attendance issues.
- If appropriate, be involved in the formulation of the Care Plan, and attend reviews, where individual professional roles will be identified and evaluated.

4.8.5 The Senior Practitioners within the EWS are responsible for:

- Providing staff in the Residential Establishments and the Principal Fostering and Adoption Officer for the area with a regularly updated list of Education Welfare Officers in their team and the schools they cover.
- Providing information regarding practice and procedures of the Education Welfare Service.

4.8.6 Senior Management within the EWS will:

- Nominate an Education Welfare Service representative from each wedge to liaise with Social Services and other professionals in monitoring the effectiveness of practice within departments, and the development of future initiatives.
- Monitor practice through service level agreements with schools and the supervision meetings between Education Welfare Officers and themselves.
- Identify examples of good practice to be shared with other staff.
- Ensure that Education Welfare Officers form and maintain links with the relevant Social Services officers and other relevant professionals in their schools.
- Be involved in the collation and evaluation of statistics regarding attendance of children and young people in public care.

4.9 Schools

4.9.1 All schools will:

- Be offered assistance to develop their own policy and practice in relation to children and young people in public

care in line with the most recent guidance³. The policy should address issues of equal opportunities, sharing of information and effective liaison with outside agencies, parents / carers and children. The policy should be included in the school handbook.

4.9.2 All schools will:

- Appoint a Nominated Teacher for children and young people in public care whose role is set out separately in section 4.10 below.
- Hold an up-to-date list of all children or young people in public care on their roll. The Education Protects team can assist if schools are uncertain who is in public care.
- Provide access for all pupils to a broad and balanced curriculum, based on the national curriculum.
- Establish effective monitoring and reporting practices for the formulation of reports for the Department of Social Service reviews and care plans.

4.9.3 Additionally, schools should ensure that all members of staff:

- Maintain personal support for all pupils in public care in their class / group.
- Have relevant and up-to-date information on pupils in public care in their class / group.
- Ensure all pupils in public care have a smooth and welcoming induction to the class / group.
- Act as an adviser to all pupils in public care in their classroom / group.
- Provide information where necessary to the Nominated Teacher and / or Headteacher on pupils in public care in their class / group.
- Ensure that all information is treated and shared sensitively and confidentially with and about pupils in public care.
- Have high aspirations for the educational and personal achievement of pupils in public care.
- Work to enable pupils in public care to achieve stability and success within school.
- Promote the self-esteem of all pupils in public care and ensure that no pupil in public care is stigmatised in any way.

4.9.4 School Governing Bodies should:

- Consider appointing a Nominated Governor for pupils in public care. Although there is no requirement to have a Nominated Governor for this role, it is a recommendation of Education Leeds and is considered good practice.

³ A "model policy" for schools, drawn up by the Leeds Education Protects team, is available on the Infobase Schools, under the category of "Curriculum and Standards". Additionally, a handbook for schools was circulated to all schools during June 2004.

- Support the Headteacher, the Nominated Teacher and other staff in ensuring that the needs of pupils in public care are recognised and met.
- Ensure all Governors are fully aware of the legal requirements and Guidance on the education of pupils in public care.
- Monitor and review the progress of pupils in public care (via the annual report to the Governing Body).
- Review all the policies and procedures within the school to ensure that pupils in public care have equal access to all aspects of education.
- Assist school in looking at whether the policies and practice on behaviour, admission, exclusions, attendance and special educational needs adequately address the needs of pupils in public care.
- Create an ethos of support and acceptance in the school and an environment where pupils who do not live with their birth families are equally accepted and valued.
- Ensure that there are mechanisms in school to allow full consultation with pupils in public care.
- Ensure that staff in school have relevant training.

4.10 Nominated Teachers

4.10.1 The responsibilities of the Nominated Teacher in each school are fully described in the forthcoming handbook for schools. In summary, the Nominated Teacher should:

- Draw up a school policy in consultation with colleagues where it has been agreed this is necessary or useful.
- Keep an up to date list of the pupils in public care.
- Participate in the production of Personal Education Plans.
- Involve and consult pupils in drawing up Personal Education Plans and co-ordinate the support that is necessary.
- Act as an advocate for pupils in public care, and ensure they are listened to, and have a member of staff they can talk to.
- Assist with a smooth and welcoming induction for pupils in public care entering school.
- Act as an adviser for other staff in school and for governors
- Attend relevant training. This is available via the Education Protects Team.
- Ensure that staff in school have relevant information / training on pupils in public care to enable them to positively promote educational issues.
- Ensure speedy transfer of educational information to different agencies and individuals, especially when pupils change schools.
- Where possible, attend Statutory Care Reviews for pupils in public care (or ensure the school is appropriately

represented), and provide written reports on the pro-forma provided.

- Liaise with Social Workers, carers and other agencies where necessary in order to safeguard and promote the welfare of pupils in public care.
- Provide an annual written report to the Governing body (in conjunction with the Nominated Governor for pupils in public care if there is one) on issues relevant to pupils in public care.

4.11 Youth Offending Service Education Officers

4.11.1 Youth Offending Service Education Officers should:

- Inform the Education Protects team of any young people in public care they are working with.
- Collect information from schools and education support services regarding exclusion, attendance and achievement to assist in the preparation of court reports and to negotiate specific educational arrangements as requirements of any youth offending teams intervention with young people.
- Work with the Behaviour and Attendance Service in developing work-related learning programmes for young people involved with the teams who are unlikely to settle into mainstream provision.
- Provide in-school activities such as PSHCE, assemblies and group work to assist in the prevention of criminal activity by young people.
- Arrange access to 'out of hours' tuition in for example literacy and numeracy, for young people involved with the YOTs to enhance the attainment of these persons.
- Work with the rest of the team, the secure estate and schools or Pupil Referral Units to ensure a seamless transition through education within the secure units to education in the mainstream education with as little effect as possible on the progress of young people.

4.12 Department of Social Service

4.12.1 The Department of Social Service is committed to raising standards for all children and young people in public care. The targets are set out in the Quality Protects Management Action Plan.

4.12.2 The Department of Social Service aims to achieve stability and continuity for children and young people in public care, and when they have to move placement, will plan to minimise disruption to the child's education.

4.12.3 Except in an emergency, no child or young person in public care in Leeds will change placement until proper educational arrangements have been made. When an emergency move has to take place, they

must have a suitable educational placement and a Personal Education Plan. Any change of care or educational placement will trigger a review of the Personal Education Plan.

4.13 Social Workers

4.13.1 In order for the Local Authority to carry out its collective duty to act as a corporate parent, every child and young person in public care is allocated a Social Worker. The Social Worker has a key role to play in co-ordinating the care plan and the Personal Education Plan, and ensuring that the responsibilities of the corporate parent are discharged.

4.13.2 It is the Social Worker's responsibility to:

- Inform Education Leeds and the school when a child or young person is admitted into public care.
- Ensure that at the time of school placement, schools receive all the necessary information
- Ensure that each child in public care has a Personal Education Plan, and that this is reviewed every six months.
- Ensure that all care plans, statutory reviews and other planning processes address education, and that targets are linked to the individual potential of the child or young person. Wherever possible, and where it is in the interests of the child involved, these reviews should be co-ordinated into a single meeting.
- Ensure that a child or young person's educational needs are a priority when considering any change of care placement.
- Ensure that, wherever possible, children and young people should remain in their current school unless there are identified problems within the school and it is agreed a change of school could benefit the child or young person.
- Work with parent/s, carer/s and school to ensure educational needs are met, including special educational needs.
- Act as an advocate for the child or young person, or appoint someone to undertake this role.
- Discuss education with the child or young person on a regular basis, and take an active interest in their education and school life.
- Keep the Nominated Teacher informed of relevant issues that may impact on the child or young person's behaviour and emotional welfare.
- Acknowledge achievement and find appropriate ways to reward success.
- Ensure children and young people in public care have access to local cultural and leisure facilities, including art and sport, Leeds Youth Service provision.

4.14 Primary Carers - Residential Workers and Foster Carers

4.14.1 Primary carers should:

- Maintain regular contact with school and attend parents' evenings and school functions.
- Make sure children and young people have the appropriate school uniform and equipment.
- Accompany the child or young person on the initial (induction) visit to a new school, and afterwards to and from school, according to their age and ability.
- Liaise with Social Workers to try to ensure all that children and young people have a Personal Education Plan.
- Do everything they can to ensure that all children and young people attend school every day, as soon as the educational placement is identified.
- Ensure that children and young people have somewhere quiet to study and do homework, encourage them to do it, and offer help where appropriate.
- Ensure children and young people have access to out of school activities and trips as well as clubs in school time.
- Ensure that the educational history of the child or young person is obtained from the Social Worker with details of the school to be attended, and that the school has relevant contact details.
- Intervene immediately if there is a problem with education, including exclusion or non-attendance, through direct contact with the school, and if necessary seek support from the Social Worker or the Education Protects Team.
- Help the child or young person to develop the strategies they will need to deal with possible curiosity from others about their status.
- Encourage children and young people to develop their own interests and hobbies.
- Build up a collection of books appropriate to the age range, including anti-racist and anti-sexist books.
- Encourage children and young people to watch educational television programmes and videos and promote and accompany them on outings and places of interest – be a role model by showing enthusiasm.
- Check with children and young people how things are going at school, and keep for them details and information about their achievements and attainments. Celebrate success and reward children and young people when they do well
- Encourage children and young people to do well educationally and help them consider appropriate careers and go on to further and higher education.
- Attend and give education a high priority in all Statutory Care Reviews.

4.14.2 Additionally Managers in Residential Homes should:

- Ensure that a Named Education Officer is appointed in each home to:
 - keep up-to-date on relevant aspects of basic educational law;
 - maintain general links with local schools and know something of their systems;
 - have an overview of the educational provision for all young people resident;
 - ensure that other staff are operating best practice.
- Ensure links with local schools are made, perhaps by sending information about the unit's statement of purpose, with particular reference to the promotion of educational issues.
- Keep information on the education of children and young people and ensure that monthly returns are sent to the Education Protects team.
- Ensure that staff have appropriate training on relevant education issues.

4.15 Fostering Officers

4.15.1 Fostering Officers should:

- Supervise and support foster carers in line with National Standards, which make specific reference to the foster carer's responsibility to support the educational achievement of children and young people in their care.
- Use the annual foster carer review to address any issues relevant to the education of children and young people in the placement.
- Liaise immediately with the Social Worker and others as appropriate, if they become aware of a problem with education, or a problem that may impinge upon the education of children or young people in the placement.
- Attend relevant training on education issues.

4.16 Learning & Leisure Department

4.16.1 Learning & Leisure should:

- Work with other key agencies to develop wider educational opportunities for children and young people in public care.
- Ensure that those working with children and young people in public care are aware of the cultural and leisure facilities which exist within Learning & Leisure and how these can be effectively accessed.
- Develop links between existing Leeds City Council concessionary scheme (Leedscard) and other schemes to consider concessionary access for children and young people and their carers to opportunities in Learning & Leisure.

4.16.2 Leeds Youth Service should:

- Provide schools, social work teams, residential homes, foster carers and fostering officers with information about the type of provision offered by Leeds Youth Service. There is an existing mechanism for disseminating this information via the Resources Manager (Children) in Social services.
- Accept referrals of young people aged 13 plus and offer individual support and / or youth work programmes wherever possible
- Develop a formal review mechanism with Social Services of the take up of services by children in public care.

4.16.3 Early Years -see separate section 7.1.

4.16.4 Library and Information Service should:

- Continue to provide reading activities, supported access to ICT and wider educational opportunities such as homework support and encourage children in care to attend such activities by developing formal links with Social Services.
- Continue to support the 'On the Move' project in partnership with Barnardos and Social Services.

4.16.5 Sport and Active Recreation should:

- Provide information on learning opportunities (coaching, leadership training etc) in areas of sport which could help engage those pupils in Year 10 and 11 for whom mainstream education may not be appropriate.

4.16.6 Parks and Countryside should

- Continue to provide events and environmental activities which give educational access to the countryside and local heritage and ensure these opportunities are promoted and posted directly to relevant agencies such as children's homes and Social Services.

4.17 Elected Members

4.17.1 Elected Members should:

- Develop a joint scrutiny structure that brings together Education and Social Services, which mirrors the corporate parenting role and provides a lead for the whole Local Authority.
- Appoint an elected member from the Executive Board to have responsibility for children and young people in public care.
- Develop a positive approach to joint protocols, joint working, joint finances and improving educational outcomes.
- Ensure that the needs of children and young people in public care are equally represented in all the Local Authority policies, procedures and services.
- Be involved in the drawing up and setting of priorities and targets.

- Monitor the educational circumstances and achievements of children and young people in public care, and ensure that action is taken if targets are not met.
- Ensure that the Local Authority sets high expectations for children and young people in public care.
- Ensure that when the needs of children and young people in public care are not being met through current service delivery, consideration is given to prioritising their needs through discrete services.

5 Personal Education Plans

- 5.1 The national guidance requires that every child or young person in public care has a Personal Education Plan (PEP). The only exception is those children or young people receiving 90 days or less of respite care per year. This plan should be in place within 20 school days of the child or young person entering public care or joining a new school.
- 5.2 The PEP should be seen as an integral part of the child or young person's care plan and should refer to any existing plans.
- 5.3 The PEP should set out arrangements for:
- Access to support and services.
 - Contribution to stability of the placement.
 - Minimising disruption to education.
 - Identifying particular and special needs.
 - Recording progress and achievement.
- 5.4 The PEP should also identify:
- Who is responsible for each part of the plan.
 - Timescales for implementing each part of the plan.
 - Short-term targets including monitoring of progress.
 - Long-term plans and aspirations.

6 Effective Inter-Agency Planning

- 6.1 Education Leeds, the Department of Social Service, and other services are working together to develop wider educational opportunities for children and young people in public care.
- 6.2 The Education Sub-Group of the Children and Young Person's Strategic Partnership acts as the inter-agency Steering Group for the Education Protects team, planning and monitoring the work.
- 6.3 The Government expects Local Authorities to set a maximum time limit of 20 school days in which to secure an educational placement for a child or young person in public care. Education Leeds will endeavour to ensure the placement will be full-time and in a local mainstream school

unless the circumstances of the child or young person make full-time or local mainstream provision unsuitable.

- 6.4 Education Leeds will only provide Home Tuition to young people in exceptional circumstances. This will be time-limited, as it is an interim measure, and not a long-term solution to the educational needs of young people. Every effort will be made to re-integrate them into suitable educational provision as soon as possible.
- 6.5 For those young people in Years 10 and 11 for whom mainstream or even special school is inappropriate, Alternative Programmes are available via Education Leeds.
- 6.6 Education Leeds' Behaviour and Attendance Service has the responsibility of tracking and monitoring any child or young person at risk of exclusion. They will liaise with other services and agencies working with the child or young person, to try to ensure that a full-time equivalent education programme is available for all children or young people in public care.

7 Non Statutory Education

7.1 Early Years

- 7.1.1 The DoH statistics for 2002 indicated that 4% of children in public care were under one year of age and 15% were between the ages of one and four years⁴. The corporate parent principles set out earlier in this policy apply equally to early years, particularly the emphasis on early intervention and prevention.
- 7.1.2 For children aged three to five, a Personal Education Plan should be drawn up. The Education Protects Team, in consultation with the Leeds Childcare and Early Development Service, has developed a discrete Early Years Personal Education Plan for this purpose. This Early Years PEP serves similar functions to the standard Personal Education Plan, within the context of the Foundation Stage curriculum and Early Learning Goals.

⁴ See http://www.doh.gov.uk/public/work_social_care.htm

- 7.1.3 For younger children, aged up to two, the Social Worker should ensure that, in conjunction with other agencies, the educational-type needs of the child are met e.g. opportunities for play, development of communication skills, and that these are recorded formally in the care plan or on file. A Personal Education Plan is deemed inappropriate, due to the rate of development of children during this period. The document "*Birth to Three Matters*" is a framework to assist professionals in ensuring that all professionals celebrate babies and children's achievements. The framework covers four areas: Strong Child, Competent Learner, Healthy Child and Skilful Communicator. This could be used to support any information that would be recorded on the file of the child. All staff in Early Years Centres are aware of this document so would be able to guide social workers when recording any information.
- 7.1.4 All the Leeds City Council Early Years Centres have access to a central training pack developed by the Education Protects Team in consultation with the Leeds Childcare and Early Development Service. Managers are delivering this training to all centre staff in order to raise awareness of the issues relevant to the education of children in public care, so that centre staff can better support these children.
- 7.1.5 The Local Authority will be expected to keep the following information in relation to children in public care:
- Number of children aged under one year.
 - Number of children aged under three years.
 - Number of children aged under five years.
 - Number of children attending the different types of setting e.g. Local Authority Early Years Centres, Private or Voluntary sector nurseries or playgroups, registered childminders.
 - Total number of children aged under five years with Special Needs.

7.2 Post 16 Opportunities

- 7.2.1 The National Guidance suggests outcomes for young people leaving care have often been bleak, and that there is a clear relationship between poor educational achievement, unemployment, vulnerability to exploitation and high levels of homelessness. Research suggests that as few as 12% go onto further education compared to 68% of the general population⁵.
- 7.2.2 The Government is committed to improving services for care leavers. The Quality Protects initiative encourages multi-agency co-operation in the interest of young care leavers. One of the Quality Protects objectives is:

⁵ Biehal, N et al (1995) *Moving on: Young People and Leaving Care Schemes*, London HMSO

"For young people who were looked after on their 16th birthday, to maximise the number engaged in education, training or employment at the age of 19."

In 2002, the number of care leavers in England aged 19 who were so engaged was 46%⁶.

7.2.3 Education Leeds and the Department of Social Service need to ensure that young people in public care receive careers guidance. It is the responsibility of the Social Worker and the Nominated Teacher to ensure that all young people in public care receive the help and support they need from schools and Leeds Careers to make well informed decisions about their future. Any career plans should of course be discussed and outlined or referred to in the Personal Education Plan.

7.2.4 The Children (Leaving Care) Act 2000 extends the duty of Local Authorities towards care leavers up to the age of twenty-one, or where the young person is in education or training, up to the aged of twenty-four. All young people will have a Personal Adviser who will help them make the transition to independence and develop with them a Pathway Plan covering a range of elements including training, career planning and support to be provided by the Local Authority. In Leeds, there is a dedicated Pathway Planning team offering such support via such Personal Advisers who also act as the Connexions Personal Adviser for young people aged sixteen or over, thus avoiding duplication of work for young people in public care.

8 Consultation with Children and Young People

8.1 One of the fundamental principles of good corporate parenting is "listening to children". The Local Authority is committed to consulting with children and young people on a range of issues, but certainly in respect of education.

8.2 The Leeds Children's Rights Service, part-funded by the Department of Social Service, offers such a consultation service. They have carried out, and will continue to carry out, consultation exercises with children and young people on behalf of the Education Protects team. They were involved in discussions over the design and contents of the Personal Education Plan produced in March 2003.

8.3 Social Workers, Nominated Teachers, primary carers and others working with children and young people must they are appropriately consulted over, and involved in, education planning. Attendance by children and young people at the meeting to draw up and review the Personal Education Plan is expected, unless their age, ability and understanding militates against this.

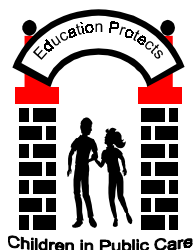
⁶ See http://www.doh.gov.uk/public/work_social_care.htm

9 Out of Authority Placements

- 9.1 The National Guidance recognises that children and young people placed outside of the Local Authority are potentially more vulnerable to interrupted schooling and placement breakdown.
- 9.2 Leeds Inter-Agency Panel will consider an outside placement when local and existing resources have been utilised and exhausted, and where an assessment of the child or young person's needs indicates these can only be met by a placement outside the district.
- 9.3 In most cases there will be issues of joint funding by the Department of Social Service, Education Leeds and possibly the Leeds Health Care Trust, which will be considered at the Inter-Agency Panel meeting.
- 9.4 No placement will be made in a children's home that does not have an education policy and Leeds Department of Social Service will ensure that the same standards of care and education are applied to Out of Authority placements as to children and young people living in Leeds.

10 Review of the Policy

- 10.1 This policy will be reviewed annually, together with any other related policies and procedures.
- 10.2 The review will be led by the Education Sub-Group of the Children and Young Persons Strategic Partnership, known as the Steering Group.
- 10.3 Reviews will take into account results of consultation with children and young people, teachers, Social Workers, primary carers, Elected Members and other interested parties.
- 10.4 Managers will continue to regularly monitor and evaluate progress of this policy and of the education children and young people in public care, using existing mechanisms, and will submit periodic reports to Elected Members.



Education Protects Team

Outcomes and Analysis - 2004

These results refer specifically to children who have been in continuous care for 12 months from 1 October 2003 to 30 September 2004.

1 KS1 (55 pupils)	Reading	Reading Comp	Maths
Level 2 and above			
2004 cohort	47%	45%	60%
Actual numbers	26	25	33
2003 cohort	56%	58%	69%
Actual numbers	25	26	31

<u>KS2 (77 pupils)</u>	<u>English</u>	<u>Maths</u>	<u>Science</u>
Level 4 and above			
2004 cohort	31%	36%	51%
Actual numbers	24	28	39
2003 cohort	40%	42%	68%
Actual numbers	34	35	57

<u>KS3 (95 pupils)</u>	<u>English</u>	<u>Maths</u>	<u>Science</u>
Level 5 and above			
2004 cohort	15%	22%	14%
Actual numbers	14	21	13
2003 cohort	22%	29%	22%
Actual numbers	21	27	21

GCSE (98 pupils)	5 A* - C	1 A* - G	5 A* - G Not Entered	Entered
2004 cohort	5%	65%	44%	33%
Actual numbers	5	64	43	33
2003 cohort	5%	52%	41%	43%
Actual numbers	5	54	42	44

Permanent Exclusions

2004	4	0.5%
2003	5	0.6%

Attendance 875 pupils	2004	2003
Less than 25 days absence	84%	82%

Summary of 2004 outcomes

1. GCSE results are encouraging, particularly the number being entered and achieving at least 1 GCSE . This reflects the success of the targeted “Year 11 Project” and the fact that more young people on Alternative Programmes were entered for GCSE equivalent exams.
2. GCSE results show that the % of those achieving 5+A* - C has remained stable.
3. There has been deterioration in Key Stages 1, 2 and 3, the analysis identifies some common factors i.e. Special Educational Needs and attendance of individual children. The action plan 2005 -6 has strategies to address these issues across all agencies.
4. Attendance has improved both in Primary and High schools, the overall improvement being 2%.
5. Numbers of children with Special Educational Needs has remained stable.
6. Permanent Exclusions have fallen by 1 child, and Leeds now has half the national average Permanent Exclusions for children in care.

Education Protects Team
Progress report and action plan
February 2005

The joint SSD / Education Leeds Education Protects Team has done the following to raise the attainment of looked after children:

- A successful project targeting Year 11 looked after pupils for individual funded support (see outcomes)
- Briefings to every social work team on the use of Personal Education Plans
- Monitoring of the quantity and quality of Personal Education Plans
- Delivery of ongoing programme training for Nominated Teachers, governors, social services staff and carers
- Production and dissemination of handbooks on supporting the education of looked after children for 1. Schools, 2. Social workers; and separate re-writing of Education Procedures for social workers and residential staff
- Extensive data analysis in order to extract common threads in outcomes to disseminate across schools and social services
- Ongoing advice & support for schools, social workers & carers on specific cases or general enquiries
- Dissemination of support literature on admissions, exclusions etc. to all social work teams and residential homes
- Development and implementation of an Early Years Personal Education Plan
- Development of a central training course on the Education of Looked After Children, delivered to Early Years staff by setting Managers
- Ongoing liaison with Leeds Careers to ensure looked after young people receive appropriate and timely support
- Financial support for the “Stepping Stones” project which aims to increase the % of looked after young people accessing FE / HE
- Use of Support Officer to support those looked after children in residential homes into education
- Development of multi-agency protocol to plan the education of young people leaving the secure estate
- Audit of recommendation of the SEU report “*A Better Education for Children in Care*” and subsequent actions prioritised and actioned
- Launch of the MAX card scheme giving looked after children and carers free entry to 85 museums and sites of interest across Yorks. / Humberside
- Development and implementation of a toolkit for assessing foster carers’ ability to support the education of looked after children

Plans for future work to raise the attainment of looked after children up to 2006 include:

- Repeating the successful Year 11 project
- Implementing a rigorous Personal Education Plan Action plan following the specific recommendation in the OfSTED report of Jan 05, to include a repeat of briefings to every social work team on the use of PEPs
- Monitoring of the quantity and quality of PEPs, including the Early Years PEP
- Continue to deliver the ongoing programme training for Nominated Teachers, governors, social services staff and carers
- Continue with extensive data analysis in order to extract common threads in outcomes to disseminate across schools and social services
- Continue to offer advice & support for schools, social workers & carers on specific cases or general enquiries
- Continue with ongoing liaison with Leeds Careers to ensure looked after young people receive appropriate and timely support
- Continue with financial support for the “Stepping Stones” project which aims to increase the % of looked after young people accessing FE / HE
- Continue use of Support Officer to support those looked after children in residential homes into education
- Continue to implement actions arising out of audit of recommendation of the SEU report “*A Better Education for Children in Care*”
- Expansion of the MAX card scheme in terms of both more local authorities and sites involved
- Monitoring of the use of the toolkit for assessing foster carers’ ability to support the education of looked after children

Specific targets for looked after children are:

- By 2005, no more than 15% of pupils to have missed 25 days of absence per year for any reason
- By 2006
 - 15% of young people in Year 11 to have gained 5 GCSEs graded A* - C
 - No more than 10% of Year 11 pupils are not entered for a GCSE exam
 - Outcomes for 11 year olds in English & Maths are at least 60% as good as their peers
 - Permanent exclusions to remain below 1%

Gary Walker
Co-ordinator
Education Protects
February 2005

Appendix 3
Section from OFSTED report 2005

Provision for looked after children

99. Provision for looked after children remains satisfactory. Elected members and officers demonstrate the high priority given to raising the attainment of these children by, for example, the regular visits made to children's homes, attendance at activities to celebrate success and prioritising resources to ensure access to computers and study support materials.

100. There are increasingly strong and developing partnerships with health and social services. All looked after children have an allocated social worker. The progress of those children placed outside the city is monitored systematically. An educational psychologist attends the annual reviews for those children with a statement of SEN. Looked after children have a high priority in the LEA's admissions policy and all have a school place.

101. However, only 71% of looked after children have a personal education plan. The attendance and the educational performance of this group of children remain too low and they are also at greater risk of exclusion. Working practices within social services have rightly been reviewed and procedures are now in place which should lead to all having a personal education plan. Good guidance and training are being provided to schools and early years' managers to underpin this new drive.

Recommendation

- Continue to work with partners to ensure all looked after children have a personal education plan.



**REPORT OF DIRECTOR OF SOCIAL SERVICES
REPORT TO SCRUTINY BOARD (SOCIAL CARE)
DATE : 14TH MARCH 2004**

SUBJECT : The monitoring of social workers' written records

1. Members will be aware that the Regulation 33 Committee sought clarification of the methods used by Social Services managers to ensure that social workers are complying with the expectations made on them in respect of written records. This report is intended to provide information on the methods used, both in response to particular issues raised through the Regulation 33 process, as well as the more general, regular and routine monitoring that takes place.
2. If any part of the Regulation 33 inspection, reporting, or committee process highlights a shortcoming in the social worker's recording, this is acted upon as follows: The Quality and Performance Review Manager writes to the Social Worker describing the issue. The letter is copied to both the Team Manager and the Children's Service Manager, so that they can ensure – through the usual line management and supervision system – that the problem is addressed.
3. Such reporting occurs within a context of regular checks on case records, which are made in the following ways:
 - Through supervision by the team manager. Our procedures require that, over a three month period, all files will be seen by the manager; i.e. over the course of a year, each file will be seen at least four times.
 - At certain key points in the life of a case (including when it is closed) the manager is also required to sign off particular paperwork or decisions.
 - There will also be times when such prompted checks require more senior managers to examine the case file.
 - As ESCR becomes fully implemented, recording will be entirely electronic, with some supporting written records. This will enable easier scrutiny, as managers will be able to routinely check – on the screen of their computers – that records

are complete and that steps (such as the conduct of reviews) have been timely.

4. Additionally, the Department has developed a thorough quality assurance process for files, to provide assurance that problems are identified, both when they occur as shortcomings in individual cases, and when they emerge as trends from aggregating the results of audits. File audits are conducted in two ways. Firstly, each of the Department's nine Children's Service Managers conducts an audit on a sample of cases each month. Increasingly, such samples are selected to enable a focus on a particular type of case for that month. Separately, a number of cases per month are examined by an "independent" person based in the Quality and Performance Review Team (which is part of Strategic Services). This second approach aims to have reviewed 10% of all cases over a 12 month period.
5. The standards for recording are drawn from a variety of sources, including:
 - "Working Together"
 - The Framework for the Assessment of Children and their Families
 - The Laming Report (of the Victoria Climbié Inquiry)
 - Leeds Area Child Protection Procedures
 - Departmental policies and procedures

For each standard there is a clear description of how compliance may be evidenced within the file. All auditors use the same, single set of standards

6. In all cases where the person reading the file finds a cause for concern, we ensure that that is communicated to the team manager responsible, as the purpose of the process is both to shed light on and address individual issues, and to draw attention to general performance and trends within it.
7. Senior managers receive quarterly reports that bring together the results of the quality assurance process conducted by the Quality and Performance Review team. In their recent inspection of Children Services, the Commission for Social Care Inspection (CSCI) found some shortcomings in a small number of cases. However, they could see that these were isolated cases. They acknowledged that our quality assurance system is very rigorous and that it examines a larger number of cases than they were able to. The results of our audits played a significant role in helping them to see this bigger picture, and judging the Department accordingly. This is not at all to say that we can be complacent about shortcomings, but that we do have systems for discovering them and ensuring they are responded to.

Recommendation

That Members receive this report, noting the information it contains.



AGENDA ITEM NO.:
Originator: Tony Griffin
Tel: (24) 7 8920

REPORT OF The Director of Social Services
REPORT TO SCRUTINY BOARD (SOCIAL CARE)

DATE : **14th March 2005**

SUBJECT : **Personal Education Plans for Looked After Children**

Electoral Wards Affected :	Specific Implications For :
All	Ethnic Minorities <input type="checkbox"/> Women <input type="checkbox"/> Disabled People <input type="checkbox"/>

1. Members will be aware that a meeting of the Regulation 33 sub-committee raised questions about the use of Personal Education Plans for Looked After Children. This report is written to inform Members of the requirements upon us, and of the action being taken to improve practice, together with our performance against those requirements.
2. The relevant regulations require that every school-aged looked after child (LAC) has a Personal Education Plan (PEP). The PEP should be the result of consultation between the child, their carers, the school and the social worker. A blank copy of the PEP format is attached at appendix 1. When completed, copies should be provided to those involved in their production and included on the social work file.
3. The Education Protects Team (EPT) contains officers from both Social Services and Education Leeds, and they have been instrumental in ensuring that all social workers are aware of the requirement to produce PEPs, and in training staff in schools about their responsibilities. They continue to visit social work teams and to address difficulties that are brought to their attention.
4. For a number of reasons, schools do not always become as involved as they could in this process. Managers within Social Services have stressed that, in such cases, social workers should still ensure that they have done and recorded as much as they can, without implying that it does not matter how collaboratively the PEP is done as long as one is written. Having said that, there are indications that schools are beginning to understand better the importance of PEPs, particularly those with more experience of having pupils who are “looked after”. There is high priority given to PEPs at a national, regional and local level, as outlined in Every Child Matters and the Children Bill. OFSTED and CSCI are scrutinising this area of work and we see every indication that both schools and social workers are giving it the highest priority in the coming year.

5. Evidence of a PEP is monitored in the following ways:
 - At each statutory review the Independent Reviewing Officer notes whether a PEP is provided (and the aggregated results of this monitoring are reported quarterly)
 - The Education Protects Team surveys random samples of cases twice each year and reports the results
 - Social Services has developed a rigorous framework for file audit processes (i.e. those conducted by managers and those done “independently”) which requires a check to be made on the presence of the PEP.
6. The latest results of this monitoring indicate that 71% of all looked after, school age children have a completed PEP. Encouragingly, the surveys show increased usage of the child’s page within the PEP, and evidence of improved quality, including clear targets. This clearly shows that PEPs are becoming both more inclusive of the child’s view, more purposeful, and more valuable as a basis for monitoring progress.
7. Both the Education Leeds and Social Services were inspected during the autumn of 2004. The LEA was judged to be “satisfactory” in their support for LAC, though the inspectors found the number of PEPs to be unsatisfactory. They recommended Social Services to “continue to work with partners to ensure that every looked after child has a personal education plan”. As a result, the Education Protects Team has produced a draft PEP Action Plan, which will be finalised and agreed at a meeting involving senior managers of both departments on 1st March 2005. Meanwhile, a copy of the EPT’s own work programme is attached at appendix 2.

Recommendation

That Members receive this report, noting the information it contains.



Appendix1: Personal Education Plan (PEP) For A Child In Public Care

Young person's details

NAME D.O.B

SCHOOL Year.....

Unique Pupil Number

CURRENT ADDRESS.....

Post Code Telephone Number.....

LEGAL STATUS(circle) ACCOMMODATED ICO..... COREMANDED.....
PLACEMENT(Y/N) FOSTER..... RESIDENTIAL.....WITH PARENTS.....
WITH FAMILY MEMBERS..... OTHER..... PLACED OUT OF AUTHORITY.....

School

Telephone Number.....

Who is involved:

Key Contact person at school:.....

Designated Teacher.....

Headteacher/Head of Year.....

Form/Class Teacher.....

Social Worker

Area Office Telephone Number.....

Team Manager

Carer/Key Worker.....

Telephone Number.....

Parent.....

Address.....

Post Code Telephone Number.....



Involvement of Other Agencies

NAME	AGENCY	TEL/FAX/E-MAIL	Currently Y/N	Involved

Brief Summary of Care Plan

Attendance at PEP Meeting

Date.....

NAME	DESIGNATION

Test Results (For PIVATS recording please see next page)

Key Stage 1 (National average - Level 2)

Abbreviations: N - Not Entered; A - Absent for test; X - Did not take test;
W - Working towards Level 1; L - Lower than Level 1

Reading Task	N / A / X / W / L / 1 / 2 / 2A / 2B / 2C / 3
Reading Comprehension	N / A / X / W / L / 1 / 2 / 2A / 2B / 2C / 3
Writing	N / A / X / W / L / 1 / 2 / 2A / 2B / 2C / 3
Spelling	N / A / X / W / L / 1 / 2 / 2A / 2B / 2C / 3
Maths KS1 attainment	N / A / X / W / L / 1 / 2 / 2A / 2B / 2C / 3
Science KS1 teacher assessment	N / A / X / W / L / 1 / 2 / 2A / 2B / 2C / 3

Key Stage 2 (National average - Level 4)

Abbreviations: N - Not Entered; A - Absent for test; D - Disapplied;
L - Lower than Level 3; B - Below Level 3 in Test

English	N / A / D / L / B / 3 / 4 / 5
Maths	N / A / D / L / B / 3 / 4 / 5
Science	N / A / D / L / B / 3 / 4 / 5

Key Stage 3 (National average - Level 5)

Abbreviations: N - Not Entered; A - Absent for test; D - Disapplied;
B - Below Level 3 in Test; O - No result

English	N / A / D / B / O / 3 / 4 / 5 / 6
Maths	N / A / D / B / O / 3 / 4 / 5 / 6
Science	N / A / D / B / O / 3 / 4 / 5 / 6

KEY STAGE 4 GCSEs/GNVQ

SUBJECT	GRADE /STANDARD ACHIEVED

6TH FORM/COLLEGE

SUBJECT	GRADE/STANDARD ACHIEVED

PIVATS elements	PIVATS Level	PIVATS score
Speaking and Listening - Comprehension		
Speaking and Listening - Expression		
Reading		
Writing		
Using and applying mathematics		
Number		
Shape, space and measures		
Scientific enquiry		
Life processes and living things		
Materials and their properties		
Physical processes		
Interacting and working with others		
Independent and organisational skills		
Attention		

PIVATS - Performance Indicators for Value Added Target Setting.

School Based Targets (Targets should be derived from an initial base line assessment of the child/young person)

1) SHORT TERM TARGETS (e.g. Numeracy, behaviour etc)

AREA	ACTION	BY WHOM	Date Completed

2) LONG TERM TARGETS (e.g. curriculum areas, homework, social development etc. These should link into the statement and IEPs)

AREA	ACTION	BY WHOM	Date Completed

Extra curricular activities/sports/study support etc	Actioned by whom

How will social worker support the young person's education.

Signed

How will the carer/s support the young person's education

Signed

How will the parent/s support the young person's education

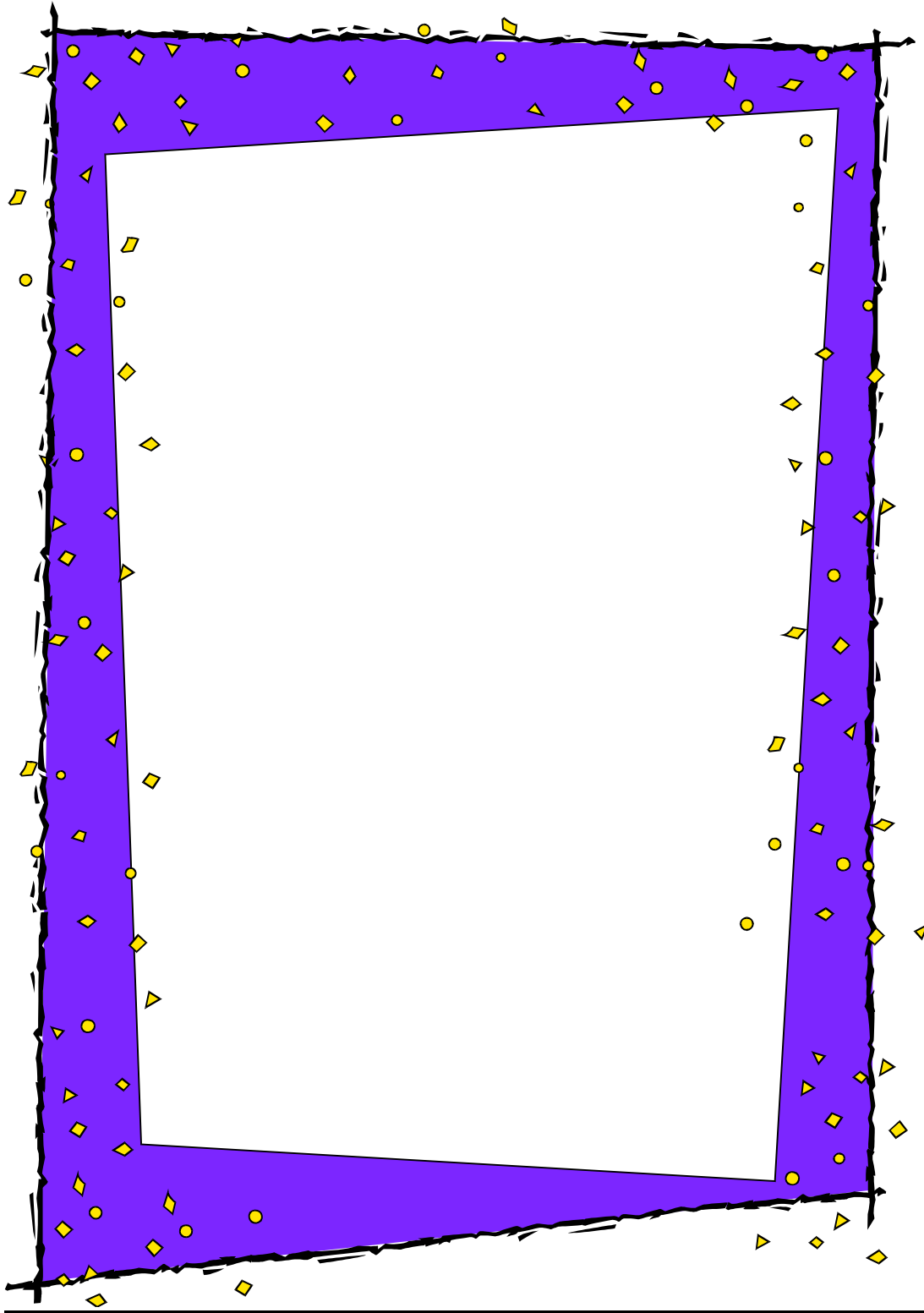
Signed

How will the learning mentor/Connexions advisor be involved

Signed

Young person's views

Children and young people should be encouraged to use this space to set out their feelings about the plan as well as their hopes and expectations for their education.



Other Plans To Be Attached.

PLEASE TICK

PASTORAL SUPPORT PLAN (PSP)	
I.E.P.	
TRANSITION PLAN	
CAREERS ACTION PLAN	
OTHER PLANS(SPECIFY)	

Review Dates (Where possible please try to combine reviews)

Date of next Statutory Care Review _____

Date of Annual Statement Review _____

Date of IEP Review _____

Date of PSP Review _____

Date of PEP Review _____

PERSONAL EDUCATION PLAN compiled by:
In agreement with all those in attendance.

Person responsible for managing this PEP:

Connexions Advisor:

Future amendments not requiring the plan to be rewritten should be noted on a separate sheet and appended to this plan.

Careful consideration should be made when sharing information held in this plan as some of it may be of a confidential nature.

Personal Education Plan – Guidance Notes for Completion

The Plan applies to **all Key Stages**. It should be reviewed concurrently with the Care Plan at the Statutory Care review at the 28 day review, 3 months and 6 months review, and then at a minimum of every 6 months.

Page One

Relevant details should be completed for the child or young person, school staff, social worker, carer and parent/s.

Page Two

Involvement of Other Agencies

Any other agencies in the life of the child or young person should be added here – for example health professionals, counsellors, voluntary workers, independent visitor.

Brief Summary of Care Plan

The social worker should assist in providing a brief outline of the care plan; there is no need to reproduce the full details contained in the Care Plan – this can be referred to or appended if required.

Attendance at PEP Meeting

Those actually attending the meeting should be listed here, including the child or young person.

Page Three

Test Results

This information is intended to serve two purposes. Firstly, it relates to individual children and young people and informs planning on their behalf. Secondly, it assists local authorities to collect aggregate data on children and young people in public care.

Data about attainment should help build a picture of individual progress within each Key Stage.

Page Four

PIVATS is short for Performance Indicators for Value Added target Setting. It is a method of assessing and recording progress of pupils who are working below Level 1 at Key Stage 1, or below

Level 3 at Key Stages 2 or 3. It is a tool for schools to show the added value that schools offer to pupils with special educational needs.

There are 16 levels (P1 - 16) for each of the PIVATS elements, which cover cognitive, social and inter-personal factors. These are listed on page four of the PEP for teachers to add the relevant PIVATS score.

Page Five

Additional Needs

These should be noted. If required, the Individual Education Plan can be appended to the Personal Education Plan. For pupils with identified Special Educational Needs, schools should refer to the "*Inclusion and Special Educational Needs Handbook*" produced by Education Leeds in 2002, in order to ensure that the specific needs of each pupil are met.

Medical Needs

If anyone is aware of an ongoing medical condition, it should be noted. If not, and if there has been no recent Health Needs Assessment, this could lead to a discussion about the need to arrange one.

Interests, Hobbies or Non Educational Achievements

Non-academic interests and achievements should be recorded here.

Page Six

School Based Targets – short term

Short term plans will feed long term plans as well as address current priorities on the basis of personal circumstances, for example emotional well being, social issues and / or success at school.

Targets should be SMART: Specific, Measurable, Achievable, Realistic, Time-related.

The names of who is to take responsibility for ensuring that specific elements of the Plan are implemented should be entered. There may be more one person responsible for any objective.

Educational Targets – long term

This could include:

- Transitions:
 - ◆ Key Stage 1 – 2
 - ◆ Key Stage 2 – 3
 - ◆ Re-integration into mainstream provision
 - ◆ Planned change, for example out of authority placement

- Curriculum development:
 - ◆ Literacy and numeracy programmes
 - ◆ Development of skills to support learning
 - ◆ KS 3 – 4 planning to include preparation for option choices
 - ◆ SEN transition plan at 14+
 - ◆ Tailored packages where there is disapplication from the curriculum

- Careers guidance and work experience:
 - ◆ Making links with Leeds Careers Guidance and Connexions Personal Advisers if applicable
 - ◆ Identifying who is arranging and supporting work experience
 - ◆ Identifying the young person's preferences
 - ◆ Making links with the Pathway Planning (Leaving Care) team

- Post-16:
 - ◆ Identifying how participation in further education and / or training will be funded
 - ◆ Identifying how the local authority will support the young person emotionally, financially and practically, for example accommodation during term-time and vacations
 - ◆ Linking and integrating with the Pathway (Leaving Care) Plan

Extra-curricular activities

The plan should identify out of school interests, and the development of skills related to those interests. Issues such as increase in confidence and personal effectiveness and increased IT skills could be recorded.

Permission for **school trips** should be obtained as follows:

- If the child or young person is accommodated, the birth parents should **always** give permission, where possible. Where this is

not possible, school should insist on getting written permission from the Social Worker

- If the child or young person is subject to a Care Order, the parents and social worker should give permission. If the trip is abroad, the Children's Services Manager or Area Manager from Social Services should also agree to it. In some circumstances where there is disagreement the social worker can over-ride the parent/s wishes, but any complex matters, particularly related to trips abroad, may have to be referred to Legal Services for clarification.

Page Seven

The various professionals and adults should detail how they will offer support to the child or young person. Examples of issues which could be clarified here are who will attend **parents' evenings**, who will **accompany the child to / from school** (if appropriate), how the child or young person will be **supported with homework or coursework**, and who will **fund trips** out to educational or leisure facilities.

Page Eight

Young Person's Views

Prior to the meeting, time should have been spent with the child or young person, by an appropriate adult, considering what their views are. Children should be helped to express themselves in a child-centred way (including drawing pictures etc.), and they should be supported in expressing their views, as they are central to the Plan. It is important to celebrate achievements the child or young person identifies.

Some of the questions that the child or young person may be asked to consider are:

- What do you like most about school?
- What do you do well at school?
- Is there anything about school that worries you?
- Is there a teacher or anyone else who really helps you with your education? What is their name?
- Who are your close friends at school?
- What are your favourite sports or hobbies at school?
- Do you go to any after-school activities?

- What changes do you think would help you to do well or better at school?
- What actions will you take to help yourself? When by?
- What ideas do you have about what you would like to be doing in the future?

These questions are intended to give an opportunity for the child or young person to express their concerns and positive aspects of their experience of school. Of course, the precise questions and discussion will vary according to age and ability. The process should be a trigger for discussion. If relevant information or issues emerge which do not appear to belong to the exact questions asked, these should nevertheless be recorded.

Page Nine

Other Plans to be Attached

Rather than re-write all or part of existing plans, simply append copies of any other plans that are relevant. The “Other Plans” could include the Care Plan, Statement of Special Educational Needs, Learning Mentor Action Plan, and the Pathway (Leaving Care) Plan.

Reviews of any of these plans that impinge upon the child or young person’s education either directly or indirectly, should be reflected in the Personal Education Plan.

Review Dates

It is worth trying to plan the review dates in advance, and try to ensure, as far as is practicable and appropriate, that plans are reviewed concurrently to avoid having to set up multiple meetings.

Person responsible for managing the Personal Education Plan

This could be the social worker or the Designated Teacher, depending on the circumstances. Where teachers feel confident, and where the plan is clear and straightforward, it may be appropriate for the teacher to take lead responsibility for ensuring all the elements of the plan are completed successfully. Where there are intractable or complex issues, the social worker may be the most appropriate person to take lead responsibility for the plan.

Team	SENISS - Education Protects	Lead Officer	Til Wright	2005 - 6
Ref	Objective			
1.	Every child in public care to have a personal education plan (PEP)			
Ref	Success Criteria			
1.	100% of children in public care have a personal education plan.			
2.				
3				
Links to the Education Development Plan				
(state the links to EDP objectives, success criteria and key activities)				
Monitoring Procedure			Evaluation	
<ul style="list-style-type: none"> • Monthly reports on quantity and quality sent by SSD Independent Reviewing officers on PEPS produced at review meetings. • Data kept an all plans by pupil and by school. • 6 monthly 10% sample survey on quantity and quality. 			<ul style="list-style-type: none"> • Reports examined and evaluated • Data used to feed back to SSD and schools where there are deficits • Progress to targets monitored. 	

Ref	Activity	Responsible officer	Timescale	Performance Indicator & target
1.	Re-visit all social work teams to brief on use of PEPs.	Til Wright	April 06	All teams re-visited
2.	Making use of PEPs a central element of all training for schools, social workers and carers.	Til Wright	April 06	Incorporated into training and successfully evaluated.
3.	Set up induction training for social workers to include the use of PEPS.	Til Wright	April 06	Regular induction sessions.
4.	Continue monitoring and informing services and schools of outcomes	Til Wright	April 06	Monthly/6 monthly monitoring and 6 monthly reports back to schools and SSD management.
5.	Monitor aim of SSD senior management to prioritise PEPs in supervision and casework of social workers.	Til Wright	April 06	Included as a PI in post SSI inspection plan.
6.	Ensure via support officer that children in residential sector have PEPs.	Til Wright	April 06	Plans in place.
7.	Raise awareness with all education services of needs to support PEPs for CiPC in particular quality assurance Officers.	Til Wright	April 06	Programme of awareness raising implemented and evaluated.



**REPORT OF DIRECTOR OF SOCIAL SERVICES
REPORT TO SCRUTINY BOARD (SOCIAL CARE)
DATE : 14TH MARCH 2005**

SUBJECT : SOCIAL SERVICES IT INFRASTRUCTURE

Electoral Wards Affected :	Specific Implications For :						
	<table> <tr> <td data-bbox="794 779 1228 855">Ethnic Minorities</td> <td data-bbox="1228 779 1460 855"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="794 855 1228 913">Women</td> <td data-bbox="1228 855 1460 913"><input type="checkbox"/></td> </tr> <tr> <td data-bbox="794 913 1228 976">Disabled People</td> <td data-bbox="1228 913 1460 976"><input type="checkbox"/></td> </tr> </table>	Ethnic Minorities	<input type="checkbox"/>	Women	<input type="checkbox"/>	Disabled People	<input type="checkbox"/>
Ethnic Minorities	<input type="checkbox"/>						
Women	<input type="checkbox"/>						
Disabled People	<input type="checkbox"/>						

1 Introduction

1.1 This report identifies the purpose and objectives of the department’s Electronic Social Care Record (ESCR) system and outlines the plans to enable the department to deliver a programme of service improvements and efficiencies underpinned by an electronic recording system.

2 Background

2.1 The national information strategy, Information for Social Care, set out the Information and Communication Technology (ICT) requirements to support the quality agenda in Social Care. The aim is to improve the collection of information and use of this information to underpin high quality service delivery.

2.2 The Department set out its vision for ESCR in 2000. This vision included a long term programme which encompassed the use of the system across all areas of the department, the replacement of a number of obsolete or poorly designed departmental systems, the linking of activity with budget and actual costs, the sharing of information with partner organisations and suppliers of services, and support for mobile and remote working.

2.3 Phase 1 of ESCR, which went live in December 2003, was limited to replacing the functionality of the old departmental Care Records in Social Services Package (CRISSP) system which was required due to the imminent withdrawal of supplier support and maintenance. The CRISSP system, supported by the Anite Group had been in use in Leeds since 1991 and the strategy had been to move all stand-alone applications which capture client-based information to CRISSP, although a number of

these still remain. The CRISSP system required increasing modification to fulfil these requirements, many of which were never anticipated when the system was designed.

CRISSP was designed primarily as an administrative tool to meet the statutory reporting requirements of the day and to provide retrospective workflow analysis.

- 2.4 The first phase of ESCR delivered a core system to record and support the care process from initial contact, through assessment, to care planning and case management.

3 Current Status

- 3.1 The ESCR system has the following functionality:

- It is a person centred system – personal details are captured only once
- Data can be captured at source in real time
- Information is electronically shared with those with a legitimate need to know
- Professionals involved in cases are able to electronically view activities undertaken by other members of the care team
- Workloads can be allocated and managed electronically
- Approval of care plans can be undertaken electronically
- A complete record of events including visits, telephone calls and decisions can be held electronically giving a full audit trail
- Information can be captured to support both internal and external performance monitoring requirements

- 3.2 The system is designed to support new ways of working, and detailed work is required alongside the system's development to address business change across the department. New ways of working using an electronic system, accompanied by detailed work to transform and unify business process, has presented a major programme of work for the department.

- 3.3 The system was rolled out fully across the city in December 2003. It was implemented at the same time as the new system in customer services in order to ensure that there was a smooth transfer of referral information from the customer services system on to ESCR. Although in excess of 300 staff had received initial training the department was very much dependent on administrative staff to maintain the system at this stage. Initial business processes training is being followed up by further training in relating detailed business practice to recording data on the system. However further training for all staff is essential to ensure full acceptance of the system, consistent recording, and reliable data quality.

- 3.4 The Department of Health (DoH) has developed process maps that set out, at a high level, how the processes for adults and children should work. These maps address the type of information which is required to be submitted to the DoH for statutory reporting. Reporting performance against these key indicators is dependent on the department having the correct information to demonstrate its performance against these processes. The development of ESCR was based on the DoH models. In order to allow the system to provide full information on performance a full understanding of the processes is required by all staff who record actions.

- 3.5 An initial exercise has been undertaken to review the process for Children and Families referrals through to the core assessment. With the support of the Corporate Business Transformation Team, the aim was to identify and map the detailed processes that are currently followed, identify discrepancies between areas and the DoH model, and agree the new model and the work that will need to be undertaken to put it into practice.

Implementation is now taking place as a focussed effort on an area by area basis. This was achieved via a group consisting of front line staff and team managers reviewing the existing “as is” processes in use across the city and using best practice guidelines, to come up with a standard “to be” process which was then ratified by a wider group. The process clearly identified decision points, roles and responsibilities for undertaking tasks and recording procedures. A pilot implementation of these new processes has been undertaken with the children’s teams within the East, with the remaining areas to follow on shortly.

- 3.6 Feedback from the East has indicated that front line staff and their managers have embraced ESCR and feel good progress has been made. Front line workers are beginning to see benefits in the electronic file in supporting their own work and in sharing case file information between colleagues. The benefits are being seen because Social Workers have embraced the use of free text recording within activities and notes and are now recording their “Running Record” of events electronically. There is general agreement in the East Children’s teams that the agreed business process is understood and being followed.
- 3.7 Once the new processes for children’s services have been fully implemented across the department the business transformation team, now established in the department, will be working on a similar programme of work for adult services. The work programme envisages that new business processes for both children’s and adults services will be fully implemented by the end of 2005.
- 3.8 In the meantime the department has embarked on a widescale programme to modernise and improve service delivery. This has identified the key areas for improvement, and has highlighted that robust financial information linked to activity is required to enable the department to manage its budget with confidence. The delivery of real improvements is linked closely with the implementation of systematic business change underpinned by an Electronic Social Care Record system which supports workers in performing their duties more effectively.

4 Moving Forward

- 4.1 Business process change is fundamental to the modernisation programme. As referred to in 3.7 a business transformation team has been created within the department to facilitate this work by working alongside service experts to agree and implement best practice processes across the department in a controlled and prioritised manner.
- 4.2 The main objectives for the team are:
 - To ensure that all staff involved in each business process understand the new process and are confident that they can apply this knowledge in practice, including the recording on ESCR;
 - To ensure that all staff understand the departmental expectations of quality and good practice and how to translate these into quality recording in line with DoH/DFES statutory requirements;
 - To clarify the roles and responsibilities of staff involved in each process and the changes required to make the process work effectively;
 - To confirm the final “To Be” processes and implementation model that will form the basis for the roll-out to other teams across the city.
- 4.3 Success will be measured through:

- Positive staff feedback on the new processes and the implementation
- The extent to which managers and staff can use the system including using the reporting tool in managing their workload and case files, including case supervision
- Clear definition of roles and responsibilities in relation to the new processes
- Demonstrable improvement in performance, service user satisfaction and the quality of case files in the long term

4.4 In addition to this a business case is under development to scope the requirements to achieve the longer term aims for ESCR as set out in 2000. Phase I has delivered a core system to support case management and further investment is needed to achieve the long term vision.

The scope of the next phase will encompass:

- Enhancements to the system to provide support for the internal provision of services in support of clients
- The monitoring and control of the external provision of services
- Integration with corporate and departmental systems to provide comprehensive, linked information relating to activity and budgeted and actual costs
- The sharing of information to support joint working with partner organisations and suppliers
- The further development of reporting to support statutory reporting and performance management
- The support of mobile and remote field workers
- Increasing the ratio of PC's to workers and enabling establishments and day centres to access the LCC network

5 Conclusion

5.1 A considerable amount of work is now underway to enable full adoption of the core system. The department is investing in re-engineering business processes and gaining a common approach across the city, alongside identifying improvements and enhancements to the ESCR system to ensure that it is a tool which actively supports workers and managers in performing daily tasks.

5.2 Members will have the opportunity, following today's Board meeting, to visit Moresdale Lane Area Office where they will see ESCR as part of day to day work. Moresdale Lane is an area office where the Children's Team members have now been fully trained and are utilising the system. We will also aim to demonstrate how referrals received at the contact centre which deals with city wide incoming referrals are passed to an area office, are then screened for their priority status and the work passed electronically to an appropriate fieldworker.

6 Recommendation

6.1 The Board is asked to consider this report as a statement of recent and future activities surrounding the department's Electronic Social Care Record system.



LEEDS
CITY COUNCIL

AGENDA ITEM NO.:
Originator: A Brogden
Tel: 24 74553

**REPORT OF THE SCRUTINY SUPPORT MANAGER
SCRUTINY BOARD (SOCIAL CARE)**

DATE : 14TH MARCH 2005

SUBJECT : WORK PROGRAMME AND FORWARD PLAN OF KEY DECISIONS

Electoral Wards Affected :	Specific Implications For :
	Ethnic Minorities <input type="checkbox"/>
	Women <input type="checkbox"/>
	Disabled People <input type="checkbox"/>

1.0 INTRODUCTION

- 1.1 The attached appendices provide Members with a copy of the Board's current Work Programme (Appendix 1) and the Forward Plan of Key Decisions (Appendix 2).
- 1.2 The Forward Plan of Key Decisions covers the period 1st March 2005 to 30th June 2005. Appendix 2 details those key decisions pertaining to this Board's Terms of Reference.

2.0 RECOMMENDATIONS

- 2.1 The Board is requested to;
 - (i) Receive and make any changes to the attached Work Programme following decisions made at today's meeting.
 - (ii) Receive and note the Forward Plan of Key Decisions.

SCRUTINY BOARD (SOCIAL CARE) - WORK PROGRAMME 2004/5 - LAST REVISED 14TH FEBRUARY 2005

ITEM	DESCRIPTION	NOTES	DATE IN WORK PROGRAMME
Meeting date: 18th April 2005 - The deadline for reports for this meeting is 1st April 2005			
Looked After Children Inquiry	To consider the Board's draft final report for its inquiry		
Delayed Discharges Inquiry	To consider the Board's draft final report for its inquiry		
Recruitment and Retention of Staff Inquiry	To consider the Board's draft final report for its inquiry		
Social Services Transport Arrangements inquiry	To consider the Board's draft final report for its inquiry		
Adult Protection	To consider a further progress report on adult protection work in Leeds	The Board undertook a review of this area of work during 2002/2003 and agreed its final report in April 2003. The Board last received a progress report in December 2003.	01/04/03
Annual Report	To consider the Board's draft annual report	The Board is required to report annually to Council on its work	

SCRUTINY BOARD (SOCIAL CARE) - WORK PROGRAMME 2004/5 - LAST REVISED 14TH FEBRUARY 2005

ITEM	DESCRIPTION	NOTES	DATE IN WORK PROGRAMME
Unscheduled items			
Youth Justice Plan	To consider the Youth Justice Plan in line with the Budget and Policy Framework	The Social Services Department is awaiting further guidance for the development of the new Youth Justice Plan.	
Working Groups			
Delayed Hospital Discharges	<p>A Working Group has been established to carry out an inquiry into Delayed Hospital Discharges.</p> <p>The initial meeting was held on 18th January 2005. The second meeting was held on 23rd February 2005.</p>		
Social Services Transport Arrangements	<p>A Working Group has been established to carry out an inquiry into the Social Services Transport Arrangements.</p> <p>The initial meeting was held on 12th January 2005. The second meeting was held on 23rd February 2005.</p> <p>The final meeting has been scheduled for 7th March 2005. Representatives from service user groups will be attending the discuss their views on Social Services Transport.</p>		
Children's Bill	As part of its joint inquiry into the Children Bill, a working group consisting of two members from the Social Care, Lifelong Learning and Health Scrutiny Boards met to carry out work in helping to develop the		

SCRUTINY BOARD (SOCIAL CARE) - WORK PROGRAMME 2004/5 - LAST REVISED 14TH FEBRUARY 2005

ITEM	DESCRIPTION	NOTES	DATE IN WORK PROGRAMME
	<p>following areas:</p> <ul style="list-style-type: none">• Involvement of Children and Young People in the development of the service• Involvement of Parents and Carers in the development of the service• The development of a Children Trust. <p>The working group met on 1st March to discuss the above issues. The Board will receive a further update report at their March meeting.</p>		

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1st March 2005 to 30th June 2005 - decisions within the remit of the Social Care Scrutiny Board

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
Social Care Enterprise Firms – To endorse and support the direction proposed by the Social Services Department in promoting the creation of social enterprise companies in each of the 5 wedge areas of the city	Executive Board (Portfolio: Social Care and Health)	9/3/05	Neighbourhood Network and other local organisations	The report to be issued to the decision maker with the agenda for the meeting	Director of Social Services
Leeds Social Services Department Inspection of Children's Services – November 2004 – To receive the report of the Inspection Team and to approve the associated action plan	Executive Board (Portfolio: Social Care and Health)	9/3/05		The report to be issued to the decision maker with the agenda for the meeting	Director of Social Services

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made)
Grants to Voluntary Organisations – To approve the schedule of grants for 2005/06 and endorse the direction proposed by the Social Services Department in the future management of grants to voluntary organisations	Director of Social Services	18/3/05	Voluntary Organisations	Report to the Director of Social Services	Director of Social Services

NOTES

Key decisions are those executive decisions:

- which result in the authority incurring expenditure or making savings over £500,000 per annum, or
- are likely to have a significant effect on communities living or working in an area comprising two or more wards

Executive Board Portfolios

Central and Corporate
Development
City Services
Neighbourhoods and Housing
Leisure
Learning
Children's Services
Social Care and Health
Leader of the Green Group
Leader of the Labour Group
Advisory Member

Executive Member

Councillor Mark Harris
Councillor Andrew Carter
Councillor Steve Smith
Councillor John Leslie Carter
Councillor John Procter
Councillor Richard Harker
Councillor Brian Jennings
Councillor Peter Harrand
Councillor David Blackburn
Councillor Keith Wakefield
Councillor Judith Blake

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer

NOTES:

The Council's Constitution, in Article 4, defines those plans and strategies which make up the Budget and Policy Framework. Details of the consultation process are published in the Council's Forward Plan as required under the Budget and Policy Framework.

Full Council (a meeting of all Members of the Council) are responsible for the adoption of the budget and policy framework.

EXECUTIVE BOARD

11TH FEBRUARY 2005

PRESENT: Councillor A Carter in the Chair
Councillors D Blackburn, J L Carter, Harrand,
Harris, Jennings and J Procter

Councillor Blake – non voting advisory member

192 Late Item

The Chair reported that he had admitted a late item to the agenda on Personnel Panel appeal arrangements as referred to in minute 213 to allow the Board the opportunity to consider the request of the Scrutiny Board (Central and Corporate Functions)

193 Declaration of Interest

Councillor Wakefield declared a personal interest in the Revenue Budget item as a member of a Primary Care Trust

194 Minutes

RESOLVED – That the minutes of the meeting held on 19th January 2005 be approved.

LEADER'S PORTFOLIO

195 Revenue Budget 2005/06

(A) Revenue Support Grant and Formula Spending Share 2005/06

The Director of Corporate Services submitted a report on the Revenue Support Grant settlement for 2005/06 announced by Government on 27th January 2005.

RESOLVED – That the report be noted.

(B) Revenue Budget 2005/06 and Council Tax 2005/06

The Director of Corporate Services submitted reports on:

- (i) the Council's budget for 2005/06 following detailed consideration of service requirements and taking account of the Local Government Finance Settlement
- (ii) the background to the Council Tax to be levied in 2005/06.

RESOLVED –

(i) Revenue Budget & Council Tax

That the Council be recommended to adopt resolutions (1) to (4) and (ii) as follows:

- (1) That the proposed contribution of £0.6m from General Fund Reserves in 2004/05 be noted and that the Director of Corporate Services be authorised to determine the final level of contribution to or from reserves upon the closure of the 2004/05 Accounts
- (2) That the Revenue Estimates for 2005/06 totalling £803.9m, as detailed and explained in the submitted report and accompanying papers be approved.
- (3) That the Reserves Policy detailed in the report be approved.
- (4) That the extent of virement and the degree of in year changes which may be undertaken by the Executive be as contained in appendix 2 to the report and that Financial Procedure Rules be amended accordingly.

(ii) Council Tax

- (1) That it be noted that at the meeting on 12th January 2005, Council agreed the following amounts for the year 2005/06, in accordance with regulations made under Sections 33(5) and 34(4) of the Local Government Finance Act 1992:-
 - a) 226,508 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its Council Tax base for the year.
 - b)

Parish	Tax Base Number
Aberford and District	722
Allerton Bywater	1,108
Arthington	287
Austhorpe	26
Bardsey cum Rigton	1,122
Barwick in Elmet and Scholes	1,997
Boston Spa	1,821
Bramham cum Oglethorpe	706
Bramhope and Carlton	1,777
Clifford	721
Collingham with Linton	1,632
Driglington	1,765
Gildersome	1,946
Great and Little Preston	464
Harewood	1,814
Horsforth	6,707
East Keswick	595

Parish	Tax Base Number
Kippax	3,044
Ledsham	93
Ledston	159
Micklefield	518
Morley	9,292
Otley	4,775
Pool in Wharfedale	952
Scarcroft	664
Shadwell	949
Swillington	1,071
Thorner	728
Thorp Arch	364
Walton	112
Wetherby	4,423
Wothersome	9

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

- (2). That the following amounts be now calculated by the Council for the year 2005/06 in accordance with Sections 32 and 36 of the Local Government Finance Act 1992:-
- a) **£1,736,730,160** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(2)(a) to (e) of the Act.
 - b) **£931,706,000** being the aggregate of the amounts which the Council estimates for the items set out in Section 32(3)(a) to (c) of the Act.
 - c) **£805,024,160** being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 32(4) of the Act, as its budget requirement for the year.
 - d) **£593,267,440** being the aggregate of the sums which the Council estimates will be payable for the year into its general fund in respect of redistributed Non-Domestic Rates and Revenue Support Grant, increased by the amount which the Council estimates will be transferred from its Collection Fund into its General Fund under Section 97(3) of the Local Government Finance Act 1988 and reduced by the amount which the Council estimates will be transferred from its Collection Fund to its General Fund pursuant to the

Collection Fund (Community Charges) (England)
Directions 1994.

- e) **£934.875236** being the amount at 2.(c) above, less the amount at 2.(d) above, all divided by the amount at 1.(a) above, calculated by the Council, in accordance with Section 33(1) of the Act, as the basic amount of its Council Tax for the year.
- f) **£1,164,160** being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- g) **£929.74** being the amount at 2.(e) above, less the result given by dividing the amount at 2.(f) above by the amount at 1.(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

h)

Parish	Band D
	£ p
Aberford and District	938.60
Allerton Bywater	940.57
Arthington	936.71
Bardsey cum Rigton	949.35
Barwick in Elmet and Scholes	948.77
Boston Spa	946.21
Bramham cum Oglethorpe	947.45
Bramhope and Carlton	964.07
Clifford	952.62
Collingham with Linton	959.76
Drighlington	939.08
Gildersome	939.74
Great and Little Preston	941.59
Harewood	934.15
Horsforth	942.74
East Keswick	949.91
Kippax	942.56
Ledsham	951.25
Ledston	945.46
Micklefield	981.19
Morley	947.68
Otley	979.16
Pool in Wharfedale	957.05
Scarcroft	943.29
Shadwell	949.76
Swillington	945.92
Thorner	955.84
Thorp Arch	947.01

Parish	Band D
Walton	965.45
Wetherby	973.31

being the amounts given by adding to the amount at 2.(g) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1.(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

i)

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	619.83	723.13	826.44	929.74	1,136.35	1,342.96	1,549.57	1,859.48
Parish of:								
Aberford and District	625.73	730.02	834.31	938.60	1,147.18	1,355.76	1,564.33	1,877.20
Allerton Bywater	627.05	731.55	836.06	940.57	1,149.59	1,358.60	1,567.62	1,881.14
Arthington	624.47	728.55	832.63	936.71	1,144.87	1,353.03	1,561.18	1,873.42
Bardsey cum Rigton	632.90	738.38	843.87	949.35	1,160.32	1,371.28	1,582.25	1,898.70
Barwick in Elmet and Scholes	632.51	737.93	843.35	948.77	1,159.61	1,370.45	1,581.28	1,897.54
Boston Spa	630.81	735.94	841.08	946.21	1,156.48	1,366.75	1,577.02	1,892.42
Bramham cum Oglethorpe	631.63	736.91	842.18	947.45	1,157.99	1,368.54	1,579.08	1,894.90
Bramhope and Carlton	642.71	749.83	856.95	964.07	1,178.31	1,392.55	1,606.78	1,928.14
Clifford	635.08	740.93	846.77	952.62	1,164.31	1,376.01	1,587.70	1,905.24
Collingham with Linton	639.84	746.48	853.12	959.76	1,173.04	1,386.32	1,599.60	1,919.52
Drighlington	626.05	730.40	834.74	939.08	1,147.76	1,356.45	1,565.13	1,878.16
Gildersome	626.49	730.91	835.32	939.74	1,148.57	1,357.40	1,566.23	1,879.48
Great and Little Preston	627.73	732.35	836.97	941.59	1,150.83	1,360.07	1,569.32	1,883.18
Harewood	622.77	726.56	830.36	934.15	1,141.74	1,349.33	1,556.92	1,868.30
Horsforth	628.49	733.24	837.99	942.74	1,152.24	1,361.74	1,571.23	1,885.48
East Keswick	633.27	738.82	844.36	949.91	1,161.00	1,372.09	1,583.18	1,899.82
Kippax	628.37	733.10	837.83	942.56	1,152.02	1,361.48	1,570.93	1,885.12
Ledsham	634.17	739.86	845.56	951.25	1,162.64	1,374.03	1,585.42	1,902.50
Ledston	630.31	735.36	840.41	945.46	1,155.56	1,365.66	1,575.77	1,890.92
Micklefield	654.13	763.15	872.17	981.19	1,199.23	1,417.27	1,635.32	1,962.38
Morley	631.79	737.08	842.38	947.68	1,158.28	1,368.87	1,579.47	1,895.36
Otley	652.77	761.57	870.36	979.16	1,196.75	1,414.34	1,631.93	1,958.32
Pool in Wharfedale	638.03	744.37	850.71	957.05	1,169.73	1,382.41	1,595.08	1,914.10
Scarcroft	628.86	733.67	838.48	943.29	1,152.91	1,362.53	1,572.15	1,886.58
Shadwell	633.17	738.70	844.23	949.76	1,160.82	1,371.88	1,582.93	1,899.52
Swillington	630.61	735.72	840.82	945.92	1,156.12	1,366.33	1,576.53	1,891.84
Thorner	637.23	743.43	849.64	955.84	1,168.25	1,380.66	1,593.07	1,911.68
Thorp Arch	631.34	736.56	841.79	947.01	1,157.46	1,367.90	1,578.35	1,894.02
Walton	643.63	750.91	858.18	965.45	1,179.99	1,394.54	1,609.08	1,930.90
Wetherby	648.87	757.02	865.16	973.31	1,189.60	1,405.89	1,622.18	1,946.62

being the amounts given by multiplying the amounts at 2(g) and 2(h) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that

proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

j) **That it be noted that once the Police and Fire figures have been decided and notified to Leeds City Council, they will be added to the above figures to give the overall levels of Council Tax.**

(3) That the schedule of instalments for 2005/06 for payments to the principal authorities out of the Collection Fund be determined as set out in Appendix II of the submitted report.

(C) Housing Revenue Account Budget 2005/06

The Director of Corporate Services and the Director of Neighbourhoods and Housing submitted a joint report on the latest estimate for 2004/05 and the Original Estimate for 2005/06, commenting on the major issues which have influenced the budget and setting out the principles for allocating budgets to the ALMOs via their Management Fees.

RESOLVED – That the Council be recommended to approve the budget as detailed in the report, including the application of rent restructuring representing an average rent increase of 4.55%, an increase in garage rents to £4.60 per week and the undertaking of a review of service charges during the year.

(D) Treasury Management Policy and Strategy Statements

The Director of Corporate Services submitted a report on the proposed Treasury Management Strategy for 2005/06, new affordable borrowing limits under the prudential framework and reviewing the strategy and operations in 2004/05.

RESOLVED –

- (i) That the initial treasury strategy for 2005/06 as set out in Section 3 of the submitted report be approved and that the review of the 2004/05 strategy and operations set out in Section 2 be noted.
- (ii) That Council be recommended to approve the setting of borrowing limits for 2005/06 to 2007/08 and the revision of the authorised limit and operational boundary for 2004/05 as set out in Section 4 of the report.
- (iii) That Council be recommended to approve the setting of treasury management limits for 2004/05 to 2007/08 as set out in Section 5 of the report.
- (iv) That Council be recommended to approve the setting of investment limits for 2004/05 to 2007/08 as set out in Section 7 of the report.

(The matters referred to in parts (B), (C) and (D) (ii), (iii) and (iv) of this minute, being matters reserved to Council were not eligible for Call In).

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting on the decision contained in part (B) of this minute)

196 Leeds Risk Management Framework and Service Continuity Planning Policy

The Director of Corporate Services submitted a report presenting a proposed Risk Management Framework and Service Continuity Planning Policy for the Council as required through CPA and recent legislation.

RESOLVED – That the Risk Management Framework and Strategy and Service Continuity Planning Policy documents, as appended to the report, be approved for implementation.

CHILDREN'S SERVICES

197 Implementing the Children Act in Leeds – Update

The Directors of Learning and Leisure and Social Services and the Chief Executive of Education Leeds submitted a joint report on progress on the implementation of the Children Act since the last report received at the Executive Board meeting of 15th December 2004 (minute 136).

RESOLVED – That the report be noted

CENTRAL AND CORPORATE

198 Members Attendance at Seminars and Conferences

The Chief Democratic Services Officer submitted a report on proposed revisions to the approved list of conferences and seminars, changes to the approval and monitoring mechanism and the processing of associated travel and subsistence payments.

RESOLVED –

- (a) That the schedule attached as appendix A to the report be adopted as the approved list of conferences and seminars to be attended by Members.
- (b) That the Chief Democratic Services Officer be given authority to approve Member attendance at conferences and seminars as detailed in the report.
- (c) That Member attendance at conferences and seminars be monitored by the Member Management Committee on a quarterly basis.
- (d) That all claims for travel and subsistence in connection with attendance at meetings by Members in their capacity as office holders of the Council be submitted for approval by the Chief Democratic Services Officer.

199 South Leeds Stadium – Capital Scheme 02721

The Director of Legal and Democratic Services submitted a report on the outcome of a major construction dispute by way of a negotiated settlement

following the decision that all necessary action be taken to defend the Council's case taken by the Executive Board in December 1999.

Following consideration of appendices B and C to the report which were designated exempt under Access to Information Procedure Rule 10.4(7) and (12) and were considered in private at the conclusion of the meeting it was:

RESOLVED – That the content of the report and appendices be noted.

LEARNING

200 Review of the Council's School Admission Policy

The Chief Executive of Education Leeds submitted a report on a review of Leeds City Council's School Admissions Policy in comparison to alternative admission policies undertaken at the request of the Admission Forum and Scrutiny Board (Lifelong Learning).

RESOLVED –

- (a) That the current admission policy be retained as it affords a safety net school for parents and offers all communities a continuing local school.
- (b) That the issue of the Council admission policy and degree of first preferences be viewed as part of the school improvement agenda rather than as a separate issue.
- (c) That the current straight line measure be retained as a straightforward and unequivocal method of determining distance.
- (d) That the three decisions above be sent to all school Governing Bodies for comment and that a further paper be prepared on the results of the consultation exercise.

201 Education Bill

The Chief Executive of Education Leeds submitted a report informing Members of the key issues covered by the Education Bill which was introduced to Parliament in November 2004.

RESOLVED – That the report be noted.

202 School Funding Proposals 2005/06

The Chief Executive of Education Leeds submitted a report on responses to consultation with headteachers and governors on proposals for the allocation of growth within the overall funding for schools in 2005/06. It was reported that the Schools Forum had noted the proposals and responses and recommended implementation of the proposals to the City Council.

RESOLVED –

- (a) That the Individual Schools Budget formula changes as proposed in the consultation paper be implemented.
- (b) That the proposed allocation of the growth in the Ethnic Minority Achievement Grant be approved.

203 Outcome of Statutory Notices for Reorganisation Proposals in Morley Central

The Chief Executive of Education Leeds submitted a report on the outcome of the statutory representation period for the reorganisation of primary provision in the Morley Central planning area.

RESOLVED –

- (a) That the representations received be noted and that the proposals be progressed.
- (b) That this Board notes that as a result of the representations the determination of the notice will fall to the School Organisation Committee.
- (c) That the comments prepared by Education Leeds and contained in the submitted report serve as the Local Education Authority's response to the representations for consideration by the School Organisation Committee.

204 Deputation to Council – Rodley and Aireview Primary Schools in the Stanningley Planning Area

The Chief Executive of Education Leeds submitted a report referring to deputations which attended the Council meeting on 12th January 2005 on behalf of Rodley Village Primary School and Aireview Primary School in relation to the review of primary provision in the Stanningley Primary Planning Area.

RESOLVED – That the content of the deputation speeches and the intention of Education Leeds to consider the points raised in further work on options for primary provision in the area be noted.

DEVELOPMENT

205 Evening and Night Time Economy Study

The Director of Development submitted a report on the findings of the Leeds City Centre and Night-time Economy Study and on further work done to progress the recommendations of the study

RESOLVED –

- (a) That the report, the recommendations from the study and progress to date be noted.
- (b) That endorsement be given to the use of the study document to assist better management of the evening and night-time economy in Leeds City Centre; in particular to enable officers of the Council to work with our partners to further progress the recommendations.
- (c) That the City Centre Divisional Community Safety Partnership co-ordinate the work needed to progress the recommendations further, and that the wider decision making arrangements be examined to ensure that responsibilities are clearly defined.

206 Local Development Framework – Leeds Local Development Scheme

The Director of Development submitted a report presenting to the Board the Local Development Scheme as recommended by the Development Plan Panel on 18th January 2005 for approval by this Board for submission to the

Secretary of State, following which the document will form the basis of an initial three year work programme for the City Council's preparation of its Local Development Framework, which will be revised on an annual basis.

RESOLVED –

- (a) That the Local Development Scheme as attached at Appendix 1 to the submitted report be approved for submission to the Secretary of State pursuant to Section 15 of the Planning and Compulsory Purchase Act 2004.
- (b) That the scheme be brought into effect as from 1st April 2005, subject to one of the requirements set out below having been met:
- during a period of 4 weeks starting on the day the Council submits the scheme to the Secretary of State the Council receives from the Secretary of State notice that he does not intend to give direction, or
 - the Council has received a direction and has either complied with it or received notice that it has been withdrawn, or
 - the Council has received notice that the Secretary of State requires more time to consider the scheme and either has subsequently received notice that the Secretary of State does not intend to give a direction or a direction has been complied with or withdrawn, or
 - the 4 week period has ended and the Council has not received either:
 - (i) a notice that the Secretary of State does not intend to give a direction
 - (ii) a direction
 - (iii) notice that the Secretary of State requires more time to consider the scheme.

207 Enhancements to Urban Traffic Control Computer Control System

The Director of Development submitted a report on proposals to enhance the Urban Traffic Control computer system and to employ a consultant on a partnership contract to effect the enhancement and development of the system over a 5 year period.

RESOLVED –

- (a) That approval be given to the enhancement and development of the Urban Traffic Control computer system at a total cost of £350,000 and that authority be given to incur expenditure in that sum.
- (b) That approval be given for the Council to enter into a partnership contract with a consultant to effect the above enhancement, development and maintenance over a period of 5 years.

208 New Leeds Traffic Management and Car Park Variable Message Signs

The Director of Development submitted a report on a proposal to procure and install 20 dynamic car park signs and 12 variable message signs in Leeds.

RESOLVED – That approval be given for the installation of car park and traffic management variable message signs at a total cost of £735,000 and that authority be given to incur the expenditure of £593,000 works plus £102,000 staff (£40,000 previously approved) which can be met from the

Integrated Transport Scheme 99609 within the approved Capital Programme and is eligible for 100% Government funding.

209 Telecommunications Development and Planning Powers

The Director of Development submitted a report setting out the range of planning controls which apply to telecommunications development and ministerial advice on the approach to decision making. The report detailed the numbers of telecommunications applications dealt with by Leeds and appeal decisions.

RESOLVED – That the report be noted.

210 Deputations to Council – Proposals for a New Prison in the Garforth Area

The Director of Development submitted a report referring to deputations which attended the Council meeting on 12th January 2005 regarding the possible development of a new prison in Garforth, the resolution of the Council on the same subject and subsequent action taken by the Leader of the Council. The report confirmed that Garforth was one of a shortlist of six sites in West Yorkshire for such a development.

RESOLVED – That the content of the two deputation speeches and of the report be noted.

NEIGHBOURHOODS AND HOUSING

211 Beeston Hill and Holbeck – Neighbourhood Renewal Area Strategic Plan

The Directors of Neighbourhoods and Housing and Development submitted a joint report updating on the Strategic Plan for the Beeston Hill and Holbeck Neighbourhood Renewal Area, on the proposed Land Use Framework as supplementary Planning Guidance and proposed regeneration strategy and strategy delivery arrangements.

RESOLVED –

- (a) That the Land Use Framework be approved as Supplementary Planning Guidance.
- (b) That the Strategic Plan – the Land Use Framework and the Service Improvement Framework be endorsed as the regeneration strategy for Beeston Hill and Holbeck.
- (c) That the proposals for delivering the strategy as outlined in paragraph 7.1 of the report be endorsed.

212 Beeston Hill and Holbeck – Expression of Interest for Housing PFI Credits

The Director of Neighbourhoods and Housing submitted a report on the proposed submission of an Expression of Interest for Housing PFI Credits and extension of the responsibilities of the Housing PFI Project Board to include the Beeston Hill and Holbeck scheme.

RESOLVED –

- (a) That approval be given to the submission of the Expression of Interest for Beeston Hill and Holbeck for housing PFI credits under the Office of the Deputy Prime Minister's Round 4 bidding opportunity.
- (b) That subject to approval of the Expression of Interest proposals to extend the responsibilities of the Housing PFI Project Board to include Beeston Hill and Holbeck as outlined in the report be approved.
- (c) That approval in principle be given to the utilisation of specified Capital Receipts to contribute to the affordability of the scheme.

213 Personnel Panel Appeal Arrangements

The Director of Legal and Democratic Services submitted a report on a request by the Scrutiny Board (Central and Corporate Functions) that this Board defer further progress on proposed amendments to Personnel Panel arrangements.

RESOLVED – That the Scrutiny Board be informed of this Board's intention to reconsider this matter on 9th March 2004 and that any observations which the Scrutiny Board may wish to make in advance of that date will be considered at that meeting.

DATE OF PUBLICATION: 15TH FEBRUARY 2005
LAST DATE FOR CALL IN: 22ND FEBRUARY 2005 (5.00 PM)

Appropriate Scrutiny Board for the Purpose of Call In	
Scrutiny Board	Ref
Lifelong Learning	200, 201, 202, 203, 204
Social Care	197
Central and Corporate	195(A) and (D)(i), 196, 198, 199
Neighbourhoods and Housing	211, 212
Development	205, 206, 207, 208, 209, 210