



SCRUTINY BOARD (CHILDREN'S SERVICES)

Meeting to be held in Civic Hall, Leeds on
Thursday, 5th July, 2007 at 9.30 am

(A pre-meeting will take place for ALL members of the Board at 9.00 a.m.)

MEMBERSHIP

Councillors

C Campbell	-	Otley and Yeadon
J Chapman	-	Weetwood
J Elliott	-	Morley South
R D Feldman	-	Alwoodley
S Hamilton	-	Chapel Allerton
R Harington	-	Gipton and Harehills
W Hyde (Chair)	-	Temple Newsam
A Lamb	-	Wetherby
B Lancaster	-	Moortown
J Langdale	-	Temple Newsam
T Murray	-	Garforth and Swillington
K Renshaw	-	Ardsley and Robin Hood

Co-opted Members (Voting)

Mr E A Britten	-	Church Representative (Catholic)
Prof P H J H Gosden	-	Church Representative (Church of England)
Mr R Greaves	-	Parent Governor Representative (Secondary)
Mr C Macpherson	-	Parent Governor Representative (Special)
Mrs S Knights	-	Parent Governor Representative (Primary)

Co-opted Members (Non-Voting)

Mr T Hales	-	Teacher Representative
Ms C Foote	-	Teacher Representative
Mrs S Hutchinson	-	Early Years Development and Childcare Partnership Representative
Mr P Gathercole	-	Leeds VOICE Children and Young People Services Forum Representative
Ms T Kayani	-	Youth Work Partnership Representative

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded)</p>	
2			<p>EXCLUSION OF THE PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstance shall be specified in the minutes)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members' Code of Conduct</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence from the meeting</p>	
6			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To receive and approve the minutes of the previous meeting held on 7th June 2007</p>	1 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			<p>MINUTES OF THE OVERVIEW AND SCRUTINY COMMITTEE</p> <p>To note the minutes of the two Overview and Scrutiny Committee meetings held on 16th May 2007</p>	7 - 12
8			<p>DEVELOPMENT OF THE SPECIALIST INCLUSIVE LEARNING CENTRES (SILCS)</p> <p>To receive a report from the Chief Executive of Education Leeds which updates Members on the progress made in relation to the SILC Strategy and invites Members' involvement in the consultation process for the refreshed Inclusion Strategy</p>	13 - 42
9			<p>FORMAL RESPONSES TO SCRUTINY BOARD RECOMMENDATIONS</p> <p>To receive a report from the Head of Scrutiny and Member Development which introduces the formal responses received in relation to the inquiries conducted by the Board during 2006/2007, and which invites Members to determine whether further scrutiny involvement on any of these issues is required</p>	43 - 44
10			<p>ADOPTION IN LEEDS - FORMAL RESPONSE</p> <p>To consider a formal response to the final Scrutiny Board inquiry report into adoption in Leeds and to determine whether any further scrutiny involvement is required</p>	45 - 56
11			<p>THE IMPLICATIONS OF TRUST SCHOOLS FOR THE LOCAL AUTHORITY - FORMAL RESPONSE</p> <p>To receive a formal response to the final Scrutiny Board inquiry report into the implications of Trust Schools for the Local Authority and to determine whether any further scrutiny involvement is required</p>	57 - 62

Item No	Ward/Equal Opportunities	Item Not Open		Page No
12			<p>YOUNG PEOPLE'S SCRUTINY FORUM - 'CATCHING THE BUS'</p> <p>To receive a report from the Head of Scrutiny and Member Development which invites Members to consider how best to take forward the issues contained within the inquiry report of the Young People's Scrutiny Forum entitled, 'Catching the Bus'</p>	63 - 72
13			<p>OFFICER RESPONSE TO SCRUTINY BOARD (CHILDREN'S SERVICES) REPORT ON THE 14-19 REVIEW OF EDUCATION AND TRAINING PROVISION IN LEEDS</p> <p>To consider a formal response to the statement issued by the Scrutiny Board during 2006/2007 which relates to the 14-19 Review of Education and Training Provision in Leeds</p>	73 - 96
14			<p>DEPARTMENTAL COMMUNICATIONS - FORMAL RESPONSE</p> <p>To consider a formal response to the statement issued by the Scrutiny Board during 2006/2007 which relates to Departmental Communications</p>	97 - 102
15			<p>WORK PROGRAMME</p> <p>To receive a report from the Head of Scrutiny and Member Development which relates to the Scrutiny Board's work programme for the remainder of the current municipal year</p>	103 - 132
16			<p>DATE AND TIME OF NEXT MEETING</p> <p>Thursday, 13th September 2007 at 9.30 a.m. in the Civic Hall, Leeds</p> <p>(Please note that a pre-meeting is scheduled for all members of the Board at 9.00 a.m.)</p>	

Agenda Item 6

SCRUTINY BOARD (CHILDREN'S SERVICES)

THURSDAY, 7TH JUNE, 2007

PRESENT: Councillor W Hyde in the Chair

Councillors C Campbell, J Chapman, J Elliott,
S Hamilton, R Harington, A Lamb, B Lancaster,
J Langdale, T Murray and K Renshaw

**CO-OPTED MEMBERS:
(NON-VOTING)**

Ms C Foote	- Teacher Representative
Mr T Hales	- Teacher Representative
Ms T Kayani	- Leeds Youth Work Partnership Representative

1 **Chair's Opening Remarks**

The Chair welcomed all in attendance to the first Scrutiny Board (Children's Services) meeting of the new municipal year.

2 **Declarations of Interest**

Councillor Murray declared personal interests in relation to agenda items 10 and 11 entitled, 'Work Programme – Sources of Work and Establishing the Board's Priorities' and 'Performance Management Information' respectively, due to being a Director of Learning Partnerships, a governor of Thomas Danby College, a governor of Garforth Community College, and due to his wife being employed within Children's Social Services (Minute Nos. 8 and 9 refer).

3 **Apologies for Absence**

Apologies for absence from the meeting were received on behalf of Councillor R D Feldman, Mr E A Britten, Professor P H J H Gosden, Mr C Macpherson, Mrs S Knights, Mr P Gathercole and Mrs S Hutchinson.

4 **Minutes of the Previous Meeting**

RESOLVED – That the minutes of the previous Scrutiny Board (Children's Services) meetings held on 19th April 2007 and 17th May 2007 be approved as correct records.

5 **Minutes of the Overview and Scrutiny Committee**

RESOLVED – That the minutes of the Overview and Scrutiny Committee meeting held on 2nd April 2007 be noted.

6 **Co-options to the Board**

The Board received a report from the Head of Scrutiny and Member Development which sought Members' approval for co-options to the Scrutiny Board.

Members noted that Article 6 of the Council's Constitution required the Scrutiny Board (Children's Services) to include both a Church of England and a Roman Catholic diocesan representative, together with three parent governor representatives as voting co-opted members of the Board.

In addition, Members noted that each Scrutiny Board was also permitted to appoint up to five non-voting co-opted members for the duration of the current municipal year. Having considered the arrangements which had been in place throughout 2006/07, Members proposed that a representative of the Leeds VOICE Children and Young People Services Forum could be sought and co-opted onto the Board, an approach which had been agreed in principle at the beginning of the previous municipal year. Members noted that the NCH representative for 2006/07 was also a member of the Children and Young People Services Forum, but that if any future nomination from the Children and Young People Services Forum did not possess specific social care experience, then up to two further representatives from appropriate backgrounds could be co-opted onto the Board for the duration of an inquiry.

RESOLVED –

(a). That the re-appointment of Professor P H J H Gosden (Church Representative – Church of England) and Mr E A Britten (Church Representative – Roman Catholic) as voting co-opted members of the Board for 2007/08 be confirmed;

(b). That the continued appointment of Mr R Greaves (Parent Governor Representative – Secondary), Mr C Macpherson (Parent Governor Representative – Special) and Mrs S Knights (Parent Governor Representative – Primary) be noted;

(c). That Mr T Hales and Ms C Foote (Teacher Representatives), Mrs S Hutchinson (Early Years Development and Childcare Partnership Representative), Ms T Kayani (Youth Work Partnership Representative) and Mr P Gathercole (Leeds VOICE Children and Young People Services Forum Representative) be appointed as non-voting co-opted members of the Board for 2007/08, and

(d). That the option to co-opt onto the Board a further two individuals for the duration of specific inquiries be noted.

7 Terms of Reference

A report was submitted by the Head of Scrutiny and Member Development which invited Members to note the revised arrangements for Scrutiny in addition to the Board's terms of reference, which had been appended to the report. Members were advised that following a review, Council had agreed the revised arrangements for Scrutiny, which were in line with the Council's change programme, at the Annual Meeting on 24th May 2007.

RESOLVED – That the revised arrangements for Scrutiny, in addition to the terms of reference for the Scrutiny Board (Children's Services), as appended to the report, be noted.

8 Work Programme - Sources of Work and Establishing the Board's Priorities

A report was submitted by the Head of Scrutiny and Member Development which sought Members' views on the Scrutiny Board's work programme for the 2007/08 municipal year.

Councillor Brett, Lead Executive Member for Children's Services, Councillor Harker, the Executive Member for Learning, Rosemary Archer, Director of Children's Services, Chris Edwards, Chief Executive of Education Leeds and Jackie Wilson, Strategic Leader – Change and Performance, Children's Services, were all in attendance.

The two Executive Members present provided the Board with an overview of the range of issues currently being faced throughout the Children's Services portfolio in Leeds. The main points raised were as follows:-

- The actions being taken in preparation for the upcoming **inspection** of Children's Services provision;
- The finalisation of the revised **Children and Young People's Plan**;
- The focus which needed to be placed upon **vulnerable children**, including the services currently available to **young people with disabilities and looked after children**;
- The importance of those young people who fell within the **8-13 age group** and the need to ensure that appropriate services were provided to them;
- The development of early years service provision in Leeds through the **children's centre** programme;
- The issue of **governance arrangements** when considering the **multi agency approach** towards provision which was increasingly being taken in Leeds;
- **Parenting support** and the engagement of parents;
- The contribution of **youth services** in Leeds;
- The actions which needed to be taken to address the general **health and wellbeing of children and young people**, particularly in relation to obesity, mental health and sexual health;
- Proposals relating to the restructuring of **Further Education** and the **14-19** phase in Leeds, following a report which was published by the Learning and Skills Council on the issue, and **pathways to employment**;
- The **standards agenda and attainment** levels of children and young people in Leeds;
- The work currently being undertaken on school buildings and estates through the **Private Finance Initiative (PFI) and the Building Schools for the Future (BSF) programme** and the progress being made in relation to the provision of **information and communication technologies (ICT)** in education.

The Director of Children's Services advised new members of the Board of the changes in structure and approach towards children's services provision which were being adopted following the introduction of the Children Act 2004. She referred to the key challenges of developing partnerships, participation, personalisation, safeguards and standards.

Having received a brief summary of the information detailed within agenda item 11 entitled, 'Performance Management Information' (Minute No. 9 refers) from the Chief Executive of Education Leeds, a question and answer session ensued. The main additional areas of debate were as follows:-

- The role of **Area Management Boards (AMBs)** in Leeds and the support currently being given to those staff who were working to improve the behaviour levels of children and young people;
- The need to ensure that ongoing areas of work undertaken by the Board's predecessors continued to be monitored by the Board as appropriate. It was noted that several responses to inquiries which had been conducted throughout the previous municipal year were scheduled to be submitted to the July meeting of the Board for consideration. Members then proposed that a progress report on the **Specialist Inclusive Learning Centres (SILCs)** in Leeds, an area which had been the subject of an inquiry during 2005/06, was also submitted to the Board in July;
- The **sustainability of schools** in Leeds, and the actions being taken to promote environmental issues and address energy consumption levels within schools;
- The actions being taken to address the issues which were commonly faced by **young immigrants and their families** in Leeds;
- The role of **Academies** and the extent to which Education Leeds could engage with and influence all institutions which made up the increasingly **mixed economy of education provision** in Leeds;
- The actions being taken to address those matters which often affected young people during periods of **educational transition**, in a bid to improve attainment levels;
- The need to ensure that funding arrangements for service provision to children and young people reflected the change in the ways such services were now being delivered. Members then discussed the demise of the **Children's Fund** and how the implications of this were being addressed.

In conclusion, the Chair confirmed that a draft work programme, reflecting the issues raised by the Board, would be submitted to the July meeting for consideration.

RESOLVED –

- (a). That the report and information appended to the report be noted;
- (b). That further information on parenting support be submitted to the Scrutiny Board for consideration;
- (c). That services for 8-13 year olds be considered in more detail as part of the Board's work programme for the 2007/08 municipal year;
- (d). That ongoing areas of work undertaken by the Board's predecessors be monitored by the Board as appropriate;
- (e). That a progress report on the Specialist Inclusive Learning Centres (SILCs) be submitted to the July meeting of the Board for consideration.

(Councillors J Chapman and C Campbell left the meeting at 9.55 a.m. and 10.25 a.m. respectively, during the consideration of this item)

9 Performance Management Information

A report was received from the Head of Scrutiny and Member Development which presented Members with a range of Performance Management Information relevant to the Scrutiny Board's portfolio for the 2006/07 municipal year.

Having received a summary of the key information detailed within the report from the Chief Executive of Education Leeds during the previous agenda item (Minute No. 8 refers), Members also received an update on **safeguarding** issues from the Strategic Leader – Change and Performance, Children's Services. A question and answer session relating to the performance management information ensued. In addition to the areas already discussed in respect of the work programme, the main areas of debate were as follows:-

- The priority which was being given to reviewing the provision of services for **Looked After Children** in Leeds and the need to ensure that a bespoke service was being provided in order to meet the wide ranging needs of all young people in Leeds;
- The number of **unaccompanied asylum seekers** in Leeds;
- Staff turnover in services which affected children and young people and the range of work which had been previously undertaken by scrutiny in this area;
- The recent Ofsted report for the Behaviour, Emotional and Social Difficulties (BESD) SILC;
- The levels of young people who were currently **not in education, employment or training (NEET)** and the development and delivery of appropriate packages for them.

RESOLVED –

(a). That the report and the Performance Management Information appended to the report be noted;

(b). That the issues identified by Members as appropriate for further scrutiny be incorporated into the Board's work programme for the current municipal year.

10 Date and Time of Next Meeting

Thursday, 5th July 2007 at 9.30 a.m. in the Civic Hall, Leeds.
(Pre-meeting scheduled for 9.00 a.m.)

(The meeting concluded at 11.25 a.m.)

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OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 16TH MAY, 2007

PRESENT: Councillor G Driver in the Chair

Councillors B Anderson, J Bale, B Cleasby,
P Grahame, B Lancaster, T Leadley and
R Pryke

99 Declaration of Interests

No declarations of interest were made.

100 Minutes - 2nd April 2007

RESOLVED – That the minutes of the meeting held on 2nd April 2007 be confirmed as a correct record.

101 Minutes - Executive Board, 4th April 2007

RESOLVED – That the minutes of the meeting of the Executive Board held on 4th April 2007 be received and noted.

102 Scrutiny Inquiry - Narrowing the Gap - Draft Final Inquiry Report

Further to Minute No 94, 2nd April 2007, the Committee considered the draft final report of its Inquiry into 'Narrowing the Gap', together with comments and observations thereon from the Leeds Initiative, Councillor Mark Harris, Alternate Leader of the Council and Executive Member (Central and Corporate) and Neil Evans, Director of Environment and Neighbourhoods.

Councillor Harris, Neil Evans, Steve Williamson, Chair of the Narrowing the Gap Executive, and Kathy Kudelnitsky, Director, and Andrea Tara Chand of the Leeds Initiative, attended the meeting, expanded on their written observations and responded to Members' queries and comments. In brief summary, the main points of discussion were:-

- The inherent tensions and potential conflicts posed by the 'Narrowing the Gap' and 'Going Up A League' initiatives, and the need to give priority to the former in the view of the Committee;
- The deletion of reference to the proposed new casino and arena in Leeds from the 'Introduction and Scope' section of the report in view of the unproven effect either or both would have in terms of the Narrowing the Gap agenda;
- In the same section, the replacement of the phrase 'we do not want to look back at a string of failed schemes' with the more proactive 'We need to be more rigorous when assessing schemes';

Final minutes approved at the meeting
held on 4th June 2007.

- Leeds Initiative was in the process of reviewing its structures, including how the District Partnerships could evolve to include a greater degree of political input and accountability. The review was aimed at making greater use of local structures to address issues in a sustainable manner at local level, taking into account OSC's views regarding the dangers of 'solutions' being imposed on local communities. The Local Area Agreement (LAA) and the Intensive Neighbourhood Management initiatives would inform this review. Part of the process had to be looking at how data was analysed and used. Another part concerned how and what was monitored. Partnership working in Leeds, although not yet perfect, had been recognised nationally as at the forefront of developments in this area, and the LAA review of 2008 and the Government White Paper on greater local scrutiny of services would help to focus partners on joint working and funding arrangements;
- Whilst acknowledging the importance of working with communities at local level, it was also recognised that local people needed to be encouraged to take advantage of City-wide as well as local resources and employment opportunities and issues such as improved transport links were crucial in this regard.

The Chair concluded by thanking everyone who had contributed to the Committee's Inquiry. As part of Scrutiny's recommendation tracking system, progress on the recommendations would be considered by OSC in September.

RESOLVED – That subject to the above minor amendments, the Committee's final report of its 'Narrowing the Gap' Inquiry be approved and circulated appropriately by the Head of Scrutiny and Member Development.

(NB: Councillor Bale joined the meeting at 9.20 am and Councillor Pryke joined the meeting at 9.37 am during the consideration of this item)

103 Draft Annual Report to Council

Further to Minute No 98, 2nd April 2007, the Committee approved the Scrutiny draft Annual Report 2006/07 for submission to Council, subject to two minor amendments.

RESOLVED – That subject to two minor amendments, the Scrutiny Annual Report 2006/07 be approved for submission to Council.

104 Scrutiny Board Arrangements 2007/08

The Head of Scrutiny and Member Development reported that at its meeting earlier that morning, the Council's Corporate Governance and Audit Committee had approved proposed arrangements for the organisation of Scrutiny Boards in the 2007/08 municipal year, which would be submitted for approval at the Annual Council Meeting on 24th May. The recommended arrangements, which linked Boards to Director portfolios, were as follows:

Overview and Scrutiny Committee -	Chief Executive, Deputy Chief Executive, Assistant Chief Executive (Policy Planning and Improvement), Assistant Chief Executive (Corporate Governance), plus co-ordinating and advisory role
Scrutiny Board (Resources) -	Director of Resources
Scrutiny Board (City Development) –	Director of City Development
Scrutiny Board (Culture and Leisure) –	Director of City Development
Scrutiny Board (Environment and Neighbourhoods) -	Director of Environment and Neighbourhoods
Scrutiny Board (Children’s Services) –	Director of Children’s Services
Scrutiny Board (Health and Adult Social Care) –	Director of Adult Social Services

RESOLVED- That the report be noted.

105 Chair's Closing Remarks

Councillor Driver stated that he would not be chairing meetings of OSC in 2007/08 and he thanked Members and officers for all their contributions and hard work during the last municipal year.

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OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 16TH MAY, 2007

PRESENT: Councillor G Driver in the Chair
Councillors B Anderson, J Bale, B Cleasby,
P Grahame, T Leadley and R Pryke
Apologies Councillor B Lancaster

106 Declaration of Interests

Councillor Leadley declared a personal interest in respect of Agenda Item 7, 'Review of Called-In Decision – Services based at Terry Yorath House' (Minute No 107 refers) in his capacity as a relative of a service user in receipt of respite care (no direct link to Terry Yorath House). See also Minute No 108.

107 Call-In of a Decision - Briefing Paper

The Head of Scrutiny and Member Development submitted a report regarding the procedural aspects of the Call-In process.

The options available to OSC in respect of the called-in decision were explained. Due to the nature of the decision, the options were:-

Option 1 – Release the decision for implementation. Having reviewed the decision OSC could decide simply to release it for implementation. If this option was chosen, the decision would be released for immediate implementation, and the decision could not be called-in again.

Option 2 – Recommend that the decision be reconsidered. Having reviewed the decision, OSC could recommend the Director of Adult Services to reconsider the decision. The officer would be obliged to reconsider the decision and would publish the outcome of her deliberations on the Council's delegated decision system. The decision could not be called-in again, regardless of whether or not it was varied.

RESOLVED – That the report be noted, and the procedures outlined in the report be adopted for this meeting.

108 Review of Called- In Decision - Services based at Terry Yorath House

The Head of Scrutiny and Member Development submitted a report, together with relevant background papers, relating to a delegated decision taken on 1st May 2007 by the Director of Adult Services to extend an existing contract with the Disabilities Trust for the provision of care services at Terry Yorath House for a period of 12 months from 31st March 2007, with an option for two further possible extensions of 12 months each, whilst a service review and

Final minutes approved at the meeting
held on 4th June 2007.

procurement exercise was undertaken. The decision also allowed for a 4 month notice of termination of contract period.

The delegated decision had been called-in for review by OSC by Councillors Grahame and Leadley on the following grounds respectively:-

- 1 Concerns over the potential closure of Terry Yorath House, which provides housing and respite care for disabled adults. Councillors were concerned that the views of current residents have not been taken into account; and
- 2 Terms of new contract, such as four month notice of termination; terms of existing contract such as 'peppercorn' rent; obligations of both sides need clarifying.

The following people were present at the meeting, presented evidence and responded to Members' queries and comments:-

Sandie Keene, Director of Adult Social Services
Tony Pugh, Social Services Department
Alden Chadwick, Social Services Department
Barbara Robinson, Social Services Department
Mark Woolford, Corporate Procurement Unit
Gerry Gillen, Legal and Democratic Services.

(NB: Councillor Bale declared a personal interest in this item in his capacity as a parent and joint carer of a service user (no direct link to Terry Yorath House).

109 Outcome of Call-In

Following the receipt and consideration of evidence presented to them, OSC deliberated regarding the options available to the, as outlined in Minute No 106.

The Committee resolved to adopt Option 2.

RESOLVED – That the Director of Adult Services reconsider her decision in respect of this matter taking into account the views expressed by Members during the course of the discussion.



Originator: Carol Jordan

Telephone: 247 5641

Report of the Chief Executive of Education Leeds

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: Development of the Specialist Inclusive Learning Centres (SILCs)

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1. Purpose of the Report

- 1.1. To brief members of the Scrutiny Board on the progress made in relation to the SILC Strategy with particular reference to the recommendations made following the Scrutiny Board (Children and Young People) inquiry in 2005/06.
- 1.2. To involve members of the Scrutiny Board in the consultation process in relation to the refreshed Inclusion Strategy which aims to achieve a greater synergy between all key projects, programmes and strategies that have an impact on children with special educational needs, learning, behaviour and disabilities and other vulnerable groups at risk of underachieving.

2. Background

- 2.1. Following Members enquiry into the SILCs, Members of the Scrutiny Board (Children and Young People) agreed their final report and made a number of recommendations for action.
- 2.2. Education Leeds responded to the recommendations of that inquiry with an action plan. The plan was approved by Scrutiny Board members on 13th July 2006 and subsequently reviewed for progress against the action plan on 8th March 2007.
- 2.3. Scrutiny Board members agreed that they would ask that the re-constituted board continue to monitor progress and review further information on developments since March 2007.

- 2.4. Part of the agreed future action was that officers would present a progress report in relation to the refreshed Inclusion Strategy of which the SILC Strategy is a key component.

3. The Report

- 3.1. The report summarises action taken since March 2007 against each of the recommendations and highlights, how through the refreshed Inclusion Strategy we aim to bring about the transformational change required for the SILCs to meet their aspirations in partnership with mainstream colleagues; Children's Services and officers across Education Leeds.

- 3.2. **Recommendation 1: That Education Leeds reviews the funding model for the SILCs, to reflect changing patterns of service delivery and the levels of funding required to support them**

An initial audit of the funding model for the SILCs completed in January 2007 indicated the need for a more fundamental review of funding to SILCs; partnership schools and resourced provision. A project initiation document has been agreed as part of the refreshed Inclusion Strategy. An officer has been allocated to lead the project and report back, on action required to secure sustainable future models based on best practice principles, by October 2007. Any recommendations for change will be taken through School's Forum ready for full implementation by April 2008.

- 3.3. **Recommendation 2: That Education Leeds carries out further analysis of the projected future numbers of pupils and their distribution between partnerships and SILC sites, in order to inform further work on funding, accommodation and partnership development.**

A significant part of our focused work over the spring and summer term 2007 has been to gather information on specific numbers educated in SILCs, resourced provision and partnership schools across the city and in areas/localities over the last three years. Available data is being matched to where children and young people live so as to enable us analyse patterns and predict future need. We are presently advertising for an officer to support us with this work and link it to the fundamental review of funding. A dedicated officer has been allocated from access to ensure accurate numbers are reflected in present and future building plans.

- 3.4. **Recommendation 3: That Education Leeds considers the place of partnership models such as Hollybush where specialised SILC units are sited on mainstream campuses within the overall accommodation strategy for the SILCs.**

A key part of our planned work is to collect, analyse, track and monitor progress of children and young people with special educational needs and disabilities educated across the system. This will enable us to gain a valuable baseline of progress for all young people that can be further analysed and used to track progress across different settings, including partnership schools. Accurate pupil level data is now available and will be used to analyse trends and demonstrate where pupils are making the best progress. Again this is a key strand within our refreshed Inclusion Strategy.

3.5. Recommendation 4: That the Director of Children’s Services and Education Leeds produce clear, co-ordinated and updated information, in a readily accessible manner, to guide parents and professionals through the maze of services for children with special educational needs.

- (a) Amendments have been made to the Children and Families directory and equality, access and disability training has been delivered to the children’s information staff. A range of information has been developed through the Early Support Programme and a local information section has been drafted. A proposal to develop a parent partnership website is under consultation.
- (b) Working in partnership with Children’s Leeds we have just finalised a parenting strategy that is now out for consultation with all key stakeholders. Further work has been completed to audit and review our existing documentation for parents and will be finalised once consultations for revised models of delivery are agreed for the SILCs and central services. Options for future models of delivery are being consulted upon over the summer and autumn term as part of consultation period for the refreshed Inclusion Strategy. Once these are agreed new documentation will be consulted upon with parents, carers and key stakeholders. Embedding the parenting strategy across Education Leeds is a key project brief within the revised Inclusion Strategy.

3.6. Recommendation 5: That the Director of Children’s Services and Education Leeds devise a programme of training/ visits to enable professionals to gain first hand experience of current inclusion practice.

Working in partnership with the SILCs; Leeds University; the National College of School Leadership and the National Strategies team we are devising a comprehensive training programme for staff and professionals across the system that will build capacity and understanding of issues in relation to Inclusion and the skills required to work across Children’s Services. Training is seen as a key driver in the revised Inclusion Strategy that underpins the success of much of our future work. A comprehensive training programme is being devised, in partnership with social services and health that will increase opportunities for professional development. Colleagues from the Child Development Centres and other services and agencies are increasingly taking opportunities to visit inclusive settings.

3.7. Recommendation 6: That Education Leeds leads in developing a communications strategy for the SILCs Strategy, to ensure that parents are engaged in the ongoing development of the SILCs and also kept informed of progress and choices in relation to their own child’s educational provision.

- (a) Individual SILCs have developed newsletters that are models to build upon in the future. Collectively the SILC Principals are working with the Communications Team to develop this model. A significant project within our revised inclusion strategy is to review our systems and procedures in relation to statutory assessment and placement of pupils with Special Educational Needs. A key element within this is increasing parental choice and involvement. Proposals for a revised service will be finalised by the end of June that will focus on increased parental participation, choice and preference. A Choice Adviser and Parent Support Advisers have been appointed to support parents that are experiencing difficulties choosing the most appropriate school for their children. Practice developed across Leeds by the Choice Adviser has been identified as best practice nationally and used to inform developments.

- (b) Children with Special Educational Needs are prioritised within our revised Admissions policy and procedures and will be key partners as we consult upon further revisions to our policy over the next Academic year. Work in this area is being developed in partnership with the Admissions Forum.

3.8. Recommendation 7: That Education Leeds considers how the outreach role of the SILCs can be further supported and developed.

Significant progress has been made in this area over the last six months upon which we can model future practice as designated in the revised Inclusion Strategy. Service Level Agreements are now agreed for the Hospital and Home Teaching Service that will support and enable future partnership working and the development of a high quality service for children and young people with medical needs. Services for children with Physical needs and disabilities are well established, secured through a Service Level Agreement and arrangements are presently being developed for similar models with the North West SILC to manage the outreach service for children and young people across the autistic spectrum and the BESD SILC in relation to alternative programmes at 14 -19.

Officers from Education Leeds are working in partnership with SILC Principals and mainstream colleagues to agree future models for service delivery linked to the revised Inclusion Strategy and the extended schools agenda.

3.9. Recommendation 8: That Education Leeds facilitates a strategic review of the partnership provision associated with the SILCs and in particular the number of partnerships operated by the North West SILC, informed by future funding, accommodation plans and pupil number projections.

An initial review was completed of the partnership provision associated with the SILCs with a particular focus on the number of partnerships operated by the North West SILC. Further work is scheduled over the summer term 2007, linked in with the fundamental review of funding and accommodation described earlier in with the action in 3.2.

3.10. Recommendation 9: That Education Leeds ensures that appropriate and robust professional support in relation to change management is available to all schools subject to reorganisation, in the best interest of the pupils whose educational experience will be affected by the changes taking place. Also that Education Leeds ensures that the resources for this support are explicitly identified when proposals for reorganisation are put forward.

Over the last twelve months all the SILCs have been supported by the organisational change team and key officers from Education Leeds with a clear brief of ensuring the SILCs have access to a comprehensive training and development programme that will build capacity across the system. This focused support will continue as the SILCs enter the next stages of transformation.

3.11. Recommendation 10: That Education Leeds continues to provide the support and resources that are required for the leadership and management of the NW SILC in order to continue to build the trust and confidence of all in the future provision of excellent education and care for its pupils.

All SILCs including the North West SILC have targeted support to build capacity across the system but with a particular focus on leadership and management. A task group

was established for the North West SILC in September 2005 and focused support given to the governing body. The SILC has subsequently received a very positive Ofsted Inspection and is well placed to maintain and develop existing good practice. The Principal of the SILC chairs the SILC Principals group and is an active partner in the North West Area Management Board.

3.12. Recommendation 11: That the Director of Children's Services and Education Leeds work with partners to ensure the following issues which emerged during our inquiry are given further attention, and that they report back to us on the action being taken on each issue:

Clear transition plans for pupils at all stages, developed in conjunction with parents

An integral part of our revised Inclusion Strategy is a fundamental review of our monitoring and assessment processes. As part of this review we are strengthening our annual review process and monitoring individual progress. Working with parents and transition plans will be a key part of this development work.

3.12.1 The inclusion of information about the SILCs in admissions information and on the admissions preference forms.

Future admissions arrangements to SILCs, partnership schools and resourced provision will be the subject of further consultation as part of the review of the Admissions arrangements for September 2008. An integral part of the SILC developments will be to agree Specifications for all the SILCs that will clearly define admission arrangements. A multi-disciplinary admissions panel is in operation at the BESD SILC that will become part of the revised formal arrangements from September 2007. We have established secure working arrangements with the Admissions Forum who will continue to monitor this part of the action plan.

3.12.2 Ensuring that parents are kept informed from time to time of changes in policy or legislation which may affect the choices open to them for their children's education.

3.12.3 Ensuring that information on services available to parents incorporates non-statutory services.

3.12.4 Development of the Parent Partnership Service's profile with SILC parents.

Further information regarding items 3.12.2 through 3.12.4 in relation to the development of the parent partnership service can be seen in Appendix 1.

3.12.5 Tackling contractual barriers to the SILCs working with existing PFI schools.

A dedicated group is well established to keep under review SILC developments and issues related to building developments both PFI and Building School's for the future. At this time no apparent barriers have been identified however the group maintain a monitoring and development brief.

3.12.6 Clarifying the meaning of '1:1' support to avoid misunderstanding of entitlement

Significant work has been undertaken over the last six months to review our processes and procedures in relation to the Statutory Process. 1:1 support is no longer written into Statements. Specific wording about resource and how Statements are written is being addressed as part of the project plan supporting developments in this area.

3.12.7 Providing opportunities for staff development in both mainstream and SILC settings in relation to inclusion and appropriate curriculum delivery, particularly at secondary level.

A comprehensive staff development programme has been developed in partnership with National Strategies that is available to all SILCs and mainstream colleagues. The programme has a clear focus on supporting curriculum development, personalisation and building capacity of mainstream staff to fully meet the needs of pupils with learning and behavioural needs and disabilities.

3.12.8. Developing an outreach role for staff in experienced partnership schools

Further developments of the role of partnership schools are a key element within the revised inclusion strategy and will be developed in partnership with all key partners.

3.12.9. Partnership school representation on the SILC Board

A SILC Forum is now well established to oversee future developments in relation to the SILCs, partnership schools and resourced provision. The forum is multi-disciplinary with good representation of key partners. It is chaired by the link Officer from the change organisation team.

3.12.10. Further development of health support to enable the most effective use of specialist resources

A Health Inclusion Group is well established, Chaired by Jean Baker, the Children's Services Manager East Leeds Primary Care Trust. The group are working with key partners to review the most effective way of using resources.

4. Future Planned Action

4.1 Since the last Scrutiny Board met we have started consultation on our refreshed Inclusion Strategy.

4.2 A copy of the power point presentation, values and project grid are available in Appendix 2. Officers welcome the opportunity to discuss these proposals further with members of the Scrutiny Board.

5. Summary and Conclusions

- 5.1** The refreshed Inclusion Strategy aims to bring coherence between key initiatives under the banner of Inclusion including the SILC Strategy, the 'No Child Left Behind' project; future developments in relation to Special Educational Needs and disability and our vulnerable children's strategy.
- 5.2** We are aiming to launch our revised Strategy over the autumn term and welcome the opportunity to discuss our proposals further with Scrutiny Board Members and involve them in the official launch.

6. Recommendations

- 6.1** Scrutiny Board (Children's Services) is asked to endorse the proposed direction of travel and comment upon the proposals in relation to the refreshed Inclusion Strategy.

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Parent Partnership Service Scrutiny Board – Action Plan Response, June 2007

11(2) Ensuring that parents are kept informed from time to time of changes in policy or legislation which may affect the choices open to them for their children’s education.

- Links have now been established with the National Parent Partnership Network (NPPN) who provides early notification of any proposed policy or legislation changes allowing the Parent Partnership Service to plan and prepare more up to date and accurate information for parent and carers.
- Upon receipt of the information it is then disseminated through the Specialist Inclusive Learning Centres (SILC’s) and their partnership schools to all the appropriate parents/carers.
- If necessary the Parent Partnership Service will attend training to ensure they have a sound understanding of policy and legislation in order that they can provide parent/carers with further accurate information on a one to one or group basis.
- Training opportunities in respect of changes are offered to parents/carers through the Specialists Inclusion Learning Centres (SILCs).
Example: Officers from the Parent Partnership Service used the Parents Forum at the North East SILC to inform parents of the Education and Inspections Act 2006.
- Parent Partnership Service Co-ordinator attends the Children’s Disability Interagency Group where legislation and policy maybe discussed.
The Parent Partnership Service Co-ordinator has engaged with a further nine parents who have expressed an interest in participating with the Children’s Disability Interagency Group.
- Parents have been identified to participate in the Specialist Inclusive Learning Centres Partnership Board. This in turn will advise parents of local changes in order to disseminate across the SILC’s.
- The aim of the Parent Partnership Service is to empower and enable parents/carers to engage in forums across the city using the Specialist Inclusive Learning Centre as the nucleus. The forums will enable parents to have a voice and inform strategy across Education Leeds.

- **South:** The designated Parent Partnership Officer for this area is currently working in partnership with the Specialist Inclusive Learning Centre Learning Mentor to develop the forum. The Principle of the South Specialist Inclusive Learning Centre is supportive. Information has been disseminated to the parents/carers, meeting venues have been established.
- **East:** A forum has already been established in the East by a designated member of the Specialist Inclusive Learning Centre staff, this forum is managed by the Specialist Inclusive Learning Centre and a designated Parent Partnership Officer can link into this group when the need for consultation arises.
- **North East:** Formal and informal forums take place in the North East Specialist Inclusive Learning Centre, facilitated and managed by Specialist Inclusive Learning Centre staffing structure. They have recently appointed a parent Welfare Officer and formed a new parenting forum. Further information is available to parents/carers through a termly newsletter. The designated Parent Partnership Officer is able to access these groups in order to consult and inform strategy. The officer contributes information through the newsletter.
- **West:** The designated Parent Partnership Service Officer has worked in partnership with the Specialist Inclusive Learning Centre to establish and launch the parents' forum.
- **North West:** The designated Parent Partnership Service Officer has worked in partnership with the Specialist Inclusive Learning Centre to establish and launch the parents' forum.

Case Study:

The Parents Forum in the North West was established in the autumn term of 2006.

The development of the forum began following discussions with the Governing Body and the SILC's parent Governors. Advice from the DfES and the local authority supported the establishment of a parent's forum.

The North West Parents Forum has an operational management committee that liaises with the Parent Partnership Service to facilitate half termly open forum meetings. These meetings are held on different sites and at different times to enable as many parents as possible to attend. On average 8 people attend the forum meetings. This includes parents, carers and volunteers.

The focus for the meetings are governed by what the parents want to discuss and previous topics have included respite provision and training for the management committee in marketing skills.

In January 2007 the forum was approached by a working party established to review the buildings of the North West SILC. In the past a concern for parents and staff has been the rumoured closure of the Back Lane site in Guiseley. These rumours have so far been unfounded.

The Parents Forum invited members of the working party, local councillors and other members of staff to an open forum event at the Back Lane site.

Questions were invited from parents and carers and the panel were asked the questions directly. The Questions and Answers were then written onto flip chart and clarified to the forum by the Parent Partnership facilitator.

The first Estate Review open forum attracted around 20 parents and 5 children. Another 6 people attended who were either local councillors, staff or Governors.

In April 2007 the open forum results were feedback to parents at the Pennyfields site. 5 parents attended the meeting and 3 new parents registered for future forum meetings.

The next stage of involving parents in the Estate Review is to communicate regularly with parents through the forum on the developments of the review and invite parent participation to discuss any options that come out of the review.

- **BESD SILC:** The designated Parent Partnership Service Officer has worked closely with existing staff to recruit parent governors in the first instance. This has been successful in as much as three parent governors have been identified and are working with the governors unit to enable them to undertake this role. The BESD SILC has also been invited to take part in the national Parent Support Adviser Pilot Research in order to support parents in respect of attendance and exclusion issues, inform parents and carers of their roles and responsibilities, develop and implement Parenting Contracts.

11(3) Ensuring that information on services available to parents incorporate non-statutory services.

An Information Officer has been appointed to the Parent Partnership Service from March 2007. Her role is to fulfil the minimum standard requirement outlined in the Special Educational Needs Code of Practice 2001 in respect of information. This minimum standard takes into account the availability of information around voluntary services. The officer will be working in Specialist Inclusive Learning Centres, schools and communities to ensure that parents/carers with children who have special educational needs have the information they require.

The Information Officer has the resources available to provide parents/carers by means of a comprehensive information library. Her responsibility includes researching information for parents/carers, ensuring that it is up-to-date and accurate at all times.

Close links have been established with Children's Information Services (CIS). A consultative process is underway to publish a multi-agency community newsletter which will incorporate non-statutory services.

11(4) Development of the Parent Partnership Service's profile with SILC parents.

The Parent Partnership Service has been re-aligned in order that a designated officer is in place within each Specialist Inclusive Learning Centre and partnership school area. The officers work to a robust service development plan which enables them to prepare for constant changes to service delivery.

Effective supervision and performance management is in place to ensure the activities and targets in the development plans are met, including compliance with 'minimum standards' outlined in Special Educational Needs Code of Practice.

Work is in progress to further develop existing protocols for the team.

Development of a 'Monitoring Group' is underway. This will monitor and evaluate the teams' existing good practice, ensuring that they meet the requirement of a Level 1 service as outlined in the National Evaluation of Parent Partnership Services 2006. Parents/carers of children with special education needs will be invited to participate in the monitoring group.

The Parent Partnership Service is currently working towards Charter mark accreditation for customer services.



The Revised Inclusion Strategy in Leeds 2007 – 2010

Achieving Excellence by
Inclusion

National Drivers

- Equality Legislation – Race Equality Ammendments Act; Disability Discrimination Act;
- Every Child Matters – Change for Children agenda & Children Act 2004
- ‘New Ofsted Framework’ + revised JAR framework
- Green Paper - Working Together
- Select Committee report – future role of Special Schools
- PM report – ‘Improving the life chances of disabled people’ 2005
- Education Bill – White Paper
- School Partnerships in relation to Behaviour and Attendance
- 14 – 19 Strategy

Purpose

- To bring coherence between initiatives under the banner of inclusion including the SILC's Strategy, 'No Child Left Behind,' our SEN and disability strategy and vulnerable children's strategy
- To bring coherence with Every Child Matters, Change for Children, Extended Schools/Services and Children's Centres and Building Schools for the Future
- To improve children and families life chances by delivering against our key principles (see handout)
- To actively promote Equality, Diversity and Cohesion

Our revised Strategy Aims to



- Build upon existing good practice
- Put children and young people and families at its very heart
- Incorporate all children that are at risk of achieving poor outcomes
- Focus on raising achievement and attainment
- 'Narrowing the gap' in relation to outcomes, access and opportunities of target groups hence improving their life chances
- Improve significantly the well-being of all our children and young people
- Ensure Education Leeds and its partners meet statutory requirements and safeguard regulations
- Focus on continually improving the performance of all our universal, targeted and intensive services that support children, young people and families
- Focus on ensuring a 'joined up approach' across all services, particularly in relation to target groups

Key Principles

- Promoting the values we all believe in
- Personalisation – with a particular focus on underpinning learning goals with individualised packages of support
- Partnership and Collaboration
- Front line integrated service delivery
- Supported by a robust monitoring and accountability framework
- Actively promoting Equality, Diversity and Cohesion across an Inclusive system

Key Outcomes

- Measurable improvements across the 5 outcomes
- Raised achievement and attainment of pupils with SEN and disabilities
- Raised achievement and attainment of all target groups – hence narrowing the gap
- Increased opportunities of equality of access and life long learning
- Underpinning all of the above are our agreed targets (LPSA etc) in relation to admissions; attendance; unauthorised absence; exclusions
- Continuously improving services
- Improved life chances

Target Groups

- All children and young people at risk of not achieving the 5 outcomes with a particular focus on :
 - Looked After Children
 - Children and young people with SEN (learning and behaviour) and disabilities
 - Children and Young People from Black and Ethnic Minority communities
 - Young carers
 - Children and young people from the most deprived neighbourhoods in Leeds
 - Children at risk of falling into patterns of anti-social behaviour and/or committing crime
 - Children at risk of exclusion and non-attendance
 - Children at risk of not developing healthy life styles and emotional well being
 - Children Missing Education

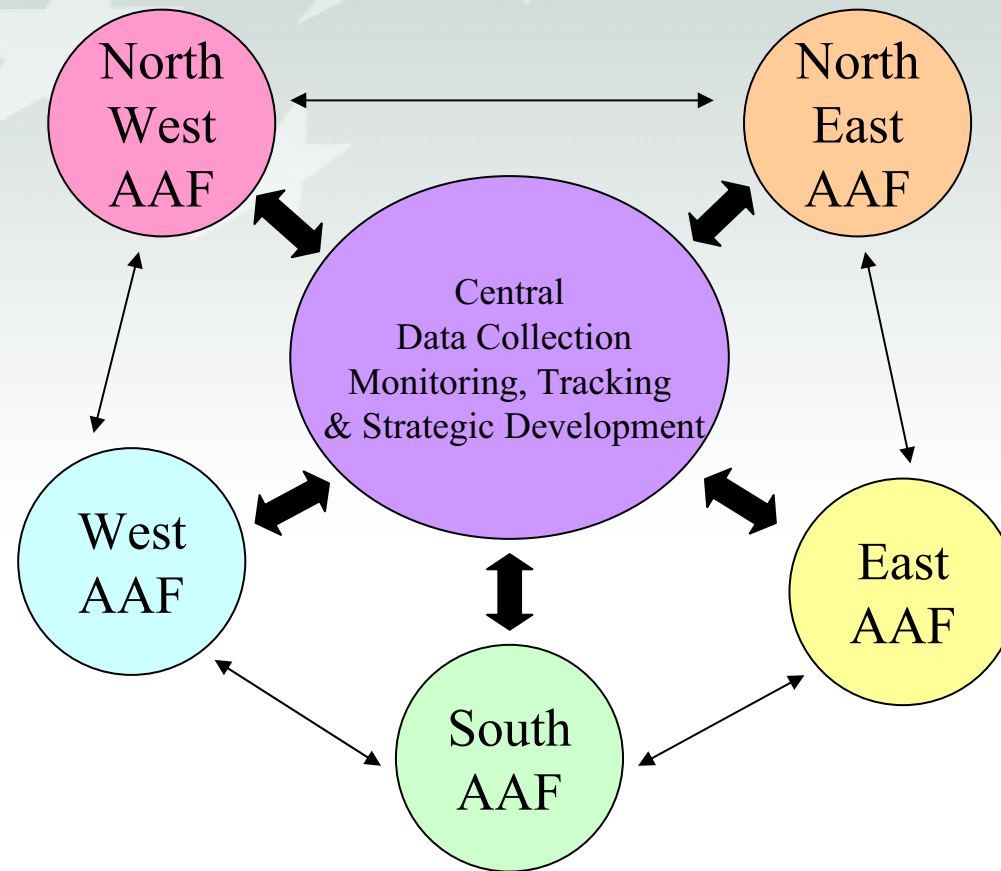
Coherent Infrastructure

- Whole system design' for the City that reflects diversity and localities
- Equality of opportunity and entitlement across an inclusive system
- Maximum resource to individual schools, localities, partnership arrangements and collaborative groups
- Locality based accountability for children, young people and families and the available resource
- Individual, school, cluster, locality, area and whole city targets
- Focus on joint commissioning and service level agreements

Key Features

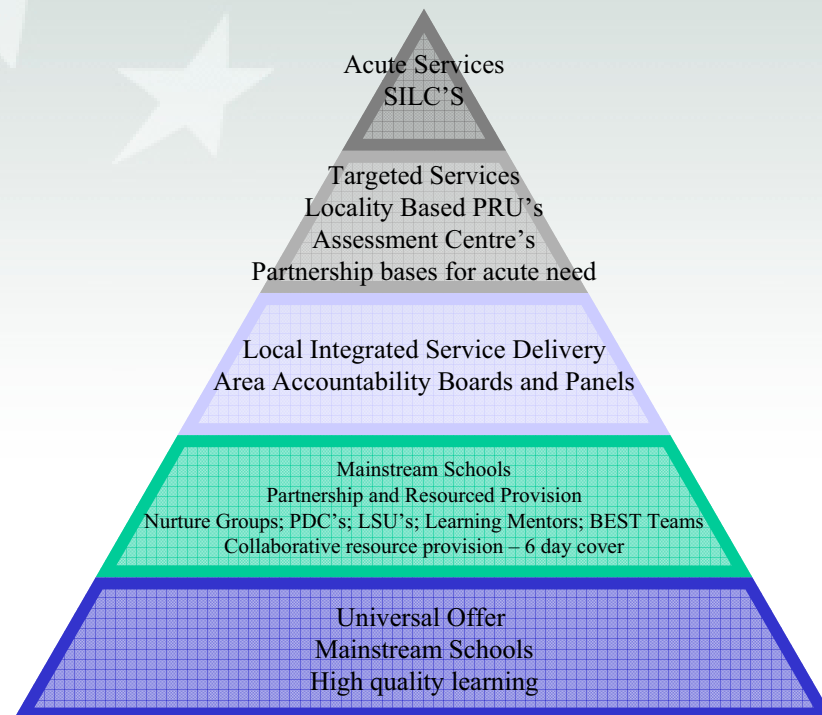
- Transparency across the system
- Central data collection, tracking, monitoring and accountability framework
- Local collaboratives sharing data, targets and the resources available
- Localised delivery models supported by secure leadership and governance arrangements
- Focus on 'Results Based Accountability Framework to measure progress

Accountability Framework



AAF = Area Accountability Framework

Area Based Provision



Implications

- Re-focussed central services
- Clear assessment framework
- Clarity, transparency and consistency around funding
- Extended partnerships working in each locality
- Increased accountability on outcomes for children
- Improved partnership with parents and carers
- Increased emphasis on the voice of the child

Timeline

- Consultation with key partners to form strategy – Summer term 2007
- Scrutiny Board – June 2007
- Finalise Strategy and write key activity strands to support
- Publish and launch – Sept/Oct 2007
- Re-align central resource to new models of delivery September 2007 – July 2008

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Revised Inclusion Policy 2007 - 2010

Builds upon the four key strands identified in the Inclusion Strategy 2004 – 2010 investing in Inclusive Practice in Leeds. These are:

- Investing in individuals
- Investing in our staff
- Investing in partners and
- Investing in local communities

Key Values

For children and young people:

- That all children and young people are on the roll of their local community school
- That all children have the right to a high quality learning environment and equality of opportunity to the core offer and extended services across the continuum of provision
- That all children have the right to an individualised learning and support programme, plan and pathway that is developed with them and tailored to meet their needs
- That all children have a voice and the right to express their views and preferences about their education
- That all children are included and achieve
- That all children will achieve and make progress against the five outcomes ensuring that they are happy, healthy, safe, enjoy and achieve, make a positive contribution and achieve economic well being
- That all children have equality of opportunity and access

For parents and carers:

- That all parents and carers are key partners in the education of their child and should feel welcomed, valued and included
- That parents and carers have a voice in their child's education and all future planning
- That all parents and carers are enabled to support their child through the education system and contribute to their success
- That all parents have access and equality of opportunity to universal, core and extended services

For Education Leeds:

- That the system for sharing resources and decision making is predominantly wedge based
- That schools within each wedge have the responsibility for managing their children and the support available
- That integrated service delivery will be predominantly wedge based and responsive to the needs of the child
- That decisions made at a locality level (wedge) will be actioned at an extended school cluster level and by individual schools
- That maximum resources will be delegated to a collaborative at a wedge basis, extended school cluster level and to individual schools
- That the principle of money follows the child will be applied
- That new models of delivery will be supported through federated governance arrangements
- The development of a highly competent, confident Children's workforce
- The success of the strategy will be measured through progress towards individual, locality and city wide targets
- That a 'Results based accountability' approach will be used to demonstrate progress across the five outcomes

The success of this strategy can only be fully realised through effective partnership and collaborative working and a personalized approach. Targets set will reflect these models of delivery.

We strongly believe that inclusion is the responsibility of us all and to achieve a truly inclusive city we all need to play our part, individually, collectively and as a whole city.

Much of what we achieve can not be measured through raw targets. Success will be making a real difference for all children, young people and families across Leeds that is observable in the fact that they all achieve their personalized goals, are fully accepted in their local communities, valued and able to make a worthwhile contribution to their own futures and that of the City.

Inclusion is the responsibility of us all.

Through our revised strategy we will focus on our most vulnerable children, young people and families ensuring they achieve and are fully included in their local communities and equality of opportunity and access to City wide resource.

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Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: Formal responses to Scrutiny Board recommendations

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

1.1 During 2006/07 the Scrutiny Board (Children's Services) carried out a number of formal inquiries resulting in final reports and recommendations:

- Adoption in Leeds (March 2007)
- The Implications of Trust Schools for the Local Authority (May 2007)
- 'Catching the Bus' (April 2007)
- Youth Services (May 2007)

1.2 The board also issued two statements, as a result of their work on the following topics:

- Review of 14-19 Education and Training Provision in Leeds (April 2007)
- Departmental Communications (April 2007)

1.3 It is the normal practice to request a formal response from departments to the board's recommendations, once a final report has been issued.

1.4 Formal responses have now been received in response to all of the above recommendations, with the exception of Youth Services, where a response is due to be presented to the board in September.

1.5 The next five reports on the agenda present these formal responses. Copies of the original Scrutiny Board reports and recommendations have been circulated separately to members of the board for ease of reference.

2.0 Recommendation Tracking

- 2.1 Last year Overview and Scrutiny Committee agreed to adopt a new, more formal system of recommendation tracking, to ensure that scrutiny recommendations were more rigorously followed through.
- 2.2 As a result, each board will receive a quarterly report, coinciding with the quarterly presentation of performance information. This will allow the board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The board will then be able to take further action as appropriate.

3.0 Formal responses

- 3.1 Members are asked to consider the responses provided, and to decide whether any further scrutiny involvement is required, over and above the recommendation tracking process described above.
- 3.2 In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

4.0 Recommendation

- 4.1 Members are asked to consider the formal responses provided and to decide whether further scrutiny involvement is required.

Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: Adoption in Leeds - Formal Response

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 During 2006/07, the Scrutiny Board (Children's Services) carried out an inquiry into adoption in Leeds. The board issued a final report setting out its conclusions and recommendations in May 2007.
- 1.2 It is the normal practice to request a formal response from departments to the board's recommendations, once a final report has been issued.
- 1.3 A formal response to the final report has now been received. This is attached as appendix 1.
- 1.4 Members are asked to consider the responses provided, and to decide whether any further scrutiny involvement is required, bearing in mind the guidance provided earlier on this agenda.

2.0 Recommendation

- 2.1 Members are asked to consider the responses provided and to decide whether further scrutiny involvement is required.

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RESPONSE TO THE SCRUTINY BOARD (CHILDREN'S SERVICES)

Proposed Action Plan
Adoption Services in Leeds

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 1</u></p> <p>We recommend that the Director of Children's Services informs us of the timetable and action plan for the third Adoption Panel to become fully operational, so that we can monitor progress.</p>	<p>The third Panel was due to start meeting on 2nd May</p> <p>The appointment of a second elected member is still outstanding</p>	<p>Val Hales and Sarah Johal</p>	<p>Third Panel is operational. The first meeting was held on schedule in May</p>
<p><u>Recommendation 2</u></p> <p>We recommend that the Director of Children's Services reports back to us within three months on action that will be taken to reduce administrative delays throughout the adoption process.</p>	<p>Temporary arrangements will be put into place to ensure the efficient administration of the Adoption Panel</p> <p>Recommendations for administrative support to the Fostering & Adoption Service will arise out of the full review of the service and will acted on later in the year</p>	<p>Elizabeth Shingler</p>	<p>May 2007</p> <p>October 2007</p>
<p><u>Recommendation 3</u></p> <p>We recommend that the Director of Children's Services considers whether a similar organisational approach to that taken in Liverpool would benefit adoption in Leeds, and reports back to us with a view within three months.</p>	<p>This proposal will be considered as part of the Service Review as it represents a significant change to current practice and has budgetary implications</p>	<p>Elizabeth Shingler</p>	<p>October 2007</p>

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 4</u></p> <p>We recommend that the courts service advise us how a higher priority or additional resources can be allocated to redress the balance with private cases and improve performance against the targets for dealing with care orders. The Scrutiny Board will raise this issue at a national level with the Local Government Association.</p>	<p>This recommendation has been addressed to the court service.</p> <p>Councillor Bale wrote to the Chair of the Local Government Association's Children and Young People Board and has received the following response:</p> <p>“I have now been able to talk to the consultant who is leading our work in this area. Fortunately we are actually already seeking to progress the issues you raise with the Ministry of Justice and DFES. There is a Ministerial Stakeholder Group on Care Proceedings through which we working. This enables our office holders here - Councillor Les Lawrence Chair of the LGA Children and Young People's Board especially - to discuss these issues with both the relevant Minister, Harriet Harman, and her officials. So we are on the case! I have passed your report to my colleagues and they will undoubtedly find it helpful to have this extra ammunition.</p> <p>If and when there is a real breakthrough we will let you know.”</p>	<p>Scrutiny Support in liaison with LGA</p>	

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 5</u></p> <p>We recommend that the Director of Children’s Services explores, with the inter-agency group, the case for change in adoption processes to make more effective use of combined resources, whilst protecting the integrity of decision-making in the child’s best interests. We request a report back within three months.</p>	<p>Steve Boorman to take this proposal to the next Family Justice Council (which includes Judge Hunt) to begin discussion on how the court process might be streamlined.</p>	<p>Steve Boorman Legal services</p>	<p>May 2007</p>
<p><u>Recommendation 6</u></p> <p>We recommend that the Director of Children’s Services reports back to us within three months on the potential for the regional consortium to develop a more strategic role to complement its successful ‘marketplace’ function.</p>	<p>Rodger walker has attended a meeting of the Adoption Consortium to discuss this. The Consortium Executive has invited the Coordinator of Adoption 22 to come to one of their meetings to discuss the suitability of a more strategic approach by the local Consortium.</p> <p>There is likely to be a need for a more strategic approach to be taken within the region at a more senior officer level than the consortium currently operates. This will be explored further</p>	<p>Rodger Walker</p> <p>Elizabeth Shingler</p>	<p>March 2007</p> <p>October 2007</p>

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 7</u></p> <p>We recommend that the Director of Children’s Services develops arrangements for keeping prospective adopters engaged and informed whilst they await matching, and reports back to us within three months.</p>	<p>1 Introduce monthly contact with waiting adopters by adoption officers.</p> <p>2 Have written agreement with adopters after approval about the level of information they want on children waiting for matches.</p> <p>3 Circulate details of children awaiting a match (if wanted by the adopters) and have internal information days on children waiting.</p>	Val Hales and Sarah Johal	September 2007
<p><u>Recommendation 8</u></p> <p>We recommend that the Chief Officer – Human Resources reports back to us within three months on the potential for addressing the barriers to recruitment where staff face losing accrued employment benefits.</p>	<p>This issue has been considered. More details on how we might respond to this are in the separate attached sheet.</p>		

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 9</u></p> <p>We recommend that the Director of Children’s Services commissions appropriate activity to raise general awareness of the range of people who can adopt children and reports back to us on initiatives proposed within three months.</p>	<p>1 Consideration will be given to increasing the recruitment budget. The current budget has not been increased for several years and is probably insufficient. The Service review will report on this and make recommendations</p> <p>2 Continue current involvement with the Adoption Consortium on raising awareness about adoption at a regional level particularly about BME children needing adoption</p>	<p>Elizabeth Shingler</p> <p>Sarah Johal</p>	<p>April 2008</p> <p>Ongoing</p>
<p><u>Recommendation 10</u></p> <p>We recommend that the Director of Children’s Services reports back to us regularly on the progress of the adoption recruitment strategy and the number of black and minority ethnic prospective adopters recruited.</p>	<p>The Local Authority is required by Adoption Regulations to provide a 6 monthly report on Adoption Agency activity. This will provide the Scrutiny Board with a regular update on progress on all these matters.</p>	<p>Sarah Johal</p>	

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 11</u></p> <p>We recommend that the Director of Children’s Services reviews the upper age limit policy and reports back to us on the outcome of that review within three months.</p>	<p>1 The current policy requires at least one of the adopters to be 60 or younger when the adopted child reaches 18. Consider increasing this age limit to 65.</p> <p>This age limit can be disregarded in special circumstances.</p> <p>2 Remove bar on adopting a child of 2 or younger if adopters already have children.</p> <p>3 Remove bar on adopted children needing to be younger than existing children in the family but maintain 2 year age difference.</p>	Rodger walker	September 2007
<p><u>Recommendation 12</u></p> <p>We recommend that the Director of Children’s Services considers the appointment of an independent reviewing officer for adoption, and reports back to us with a view within three months.</p>	<p>The manager of the Independent Reviewing Officers will consider this proposal and provide a report which explores the options and makes recommendations.</p>	Keith Watson and Claire Cooke	July 2007

Recommendations	Actions proposed	Responsibility	Timescale
<p><u>Recommendation 13</u></p> <p>We recommend that the Director of Children’s Services, in conjunction with the Chief Executive of Education Leeds, produces an action plan within three months for improving the education support to adopted children, in order to ensure a more consistent quality of experience for adoptive families. This should cover awareness raising for schools; social services staff awareness of education resources; and adoptive parents’ awareness of education support particularly for special educational needs.</p>	<p>There is a piece of work currently being undertaken to develop practice in respect of the education of looked after children. The proposals regarding the education of adopted children will be similarly considered and added to the current piece of work</p>	<p>Elizabeth Shingler and Penny Richardson</p>	<p>April 2008</p>

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Recommendation 8

We recommend that the Chief Officer – Human Resources reports back to us within three months on the potential for addressing the barriers to recruitment where staff face losing accrued employment benefit

The barriers to recruitment related to a loss of benefits in terms of leave, sick pay and redundancy protection. The issues outlined in the report and options to address these are outlined below.

A) Adding Voluntary bodies and NHS employers to the Redundancy Payments (Continuity of Employment in Local Government, etc.) (Modification)

(Amendment) Order 1999 – This Order means organisations must take into account continuous service of other listed bodies. The current listed bodies are in the main functions delivered or historically aligned to Local Government and do not include the voluntary sector or NHS. Representations can be made by the council to Government but there are no guarantees they would be included or the organisations would be interested. In particular the Local Government Employers have indicated a number of occasions where the DCLG have declined requests and suggest widening of employment continuity would be viewed as transferring risk into the local government sector. Although further lobbying could be undertaken we would recommend the issue is addressed at a local level, via the other options.

B) Financial Incentives – LCC is bound within our obligation as an equal pay employer but this still provides us some flexibility to help services to attract high quality experienced staff. On occasion it is accepted practice for Directors/Chief Officers to agree to appoint an individual above the minimum of the salary band e.g. when an experienced applicant faces a pay cut to join the council. Where there is evidence that a post is hard to fill it is suggested that pay and benefits could be considered as a whole package. e.g. a loss of annual leave could be recompensed by placing the individual higher within the pay band rather than at the starting point. However, they would not be able to make an offer above the posts salary band. Other options being used to recruit to other hard to fill posts across the council include recruitment campaigns and where evidenced and appropriate market rate supplements and retention pay. In the context of our overall aims for fostering and adoption outcomes this type of investment could be explored with Local and/or Corporate HR.

C) Selling the Benefits of LCC and the Service– Working for Leeds City Council has many added benefits. Just a few include our final salary pension scheme, commitment to work life balance (evidenced in flexible working patterns of current staff within the adoption service), employee assistance programme and discounted public transport. Future recruitment can sell these benefits up front through improved marketing, the recruitment website and advertising. The current Recruitment Service are actively working in this area to promote the council as ‘an employer of choice’. Equally we can also consider steps that make the service attractive to social care professionals. Service managers and HR could jointly work to develop our services reputation as a great place to work e.g. in terms of excellent management, career development, employee engagement and satisfaction.

D) Recruitment Campaigns – In the future we would recommend managers within the service work closely with the internal Recruitment Service to develop recruitment campaigns to meet their specific needs. Currently approaches are very orthodox and do not distinguish ourselves. Investing in this links with the points made in point C.

Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: The Implications of Trust Schools for the Local Authority - Formal Response

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 During 2006/07, the Scrutiny Board (Children's Services) carried out an inquiry into the implications of Trust Schools for the Local Authority. The board issued a final report setting out its conclusions and recommendations in May 2007.
- 1.2 It is the normal practice to request a formal response from departments to the board's recommendations, once a final report has been issued.
- 1.3 A formal response to the final report has now been received. This is attached as appendix 1.
- 1.4 Members are asked to consider the responses provided, and to decide whether any further scrutiny involvement is required, bearing in mind the guidance provided earlier on this agenda.

2.0 Recommendation

- 2.1 Members are asked to consider the responses provided and to decide whether further scrutiny involvement is required.

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	<p>toolkit for school leaders and Governors (see 3a below)</p>			<p><i>Centres;</i></p> <ul style="list-style-type: none"> • <i>play a major role in developing the Leeds Learning Strategy;</i> • <i>create a framework to maximise funding streams to support learning;</i> • <i>harness the talents of everyone who shares the vision for learning in Leeds;</i> • <i>be a strong partner for schools and other providers across the whole of Leeds</i>
<p>Recommendation 2</p> <p>The Chief Executive of Education Leeds and the Director of Children's Services consider the resource and other practical implications of a policy requiring the Authority to request membership of every trust that is established in Leeds.</p>	<p>(a) Work with Garforth pathfinder and emerging Trusts to agree an appropriate effective model for the LA as a partner</p> <p>(b) Identify how this should relate to the city wide partnership referred to in recommendation 1a-c.</p>	<p>Team Leader Governor Support Service</p> <p>Team Leader Governor Support Service with Executive Team</p>	<p>June - July 07</p> <p>Sept - Oct 07</p>	<p><i>LA is a partner in the Garforth Trust and our assessment is that it is practicable for the LA to be a partner for any emerging trust</i></p>
<p>Recommendation 3</p> <p>That the Director of Children's Services has regard to this report when responding to any school consulting on becoming a Trust School.</p>	<p>The Director of Children's Services will develop a guide for schools and governing bodies which will also act as a protocol for engagement with schools wishing to explore and consult on trust status:</p>	<p>Team Leader Governor Support Service</p>	<p>May - July 2007</p>	<p><i>Education Leeds has developed a guide to different governance structures which has been used with Governors' Forum, Area Governors Meetings and with individual school governing bodies. This will be integrated into a more comprehensive toolkit for schools</i></p>

<p>In particular the points raised in this report regarding</p> <ul style="list-style-type: none"> • proposed partner organisations sharing the same vision for the school • any proposed changes to the school’s admissions policy • potential for the proposals to help or hinder “narrowing the gap” • balance of trust appointed governors on the governing body <p>and to consider how the individual proposals will contribute to community cohesion and delivering the Every Child Matters agenda.</p>	<p>(a) Commission a step by step guide to establishing school-based partnerships:</p> <ul style="list-style-type: none"> ★ Agreeing a vision and common purpose; ★ Ensuring this is informed by the LA’s strategic vision and school’s statutory responsibilities (embracing ‘narrowing the gap, ECM and community cohesion) ★ exploring relevant governance models; ★ re-affirmation of city-wide agreements, entitlements and protocols ★ connecting to wider partners <p>(b) Liaise with relevant parties in drafting the guide</p> <p>(c) Publish and disseminate guide</p> <p>(d) Review and, if necessary, provide an update to the School Improvement Policy to assist in quality assuring the impact of new governance arrangements on outcomes for young</p>	<p>Team Leader Governor Support Service</p> <p>Strategic Manager School Improvement</p>	<p>September 07</p> <p>December 07</p> <p>July – September07</p>	<p><i>and governing bodies. Schools will be able to use the toolkit to explore partnerships that could help them achieve their aspirations and consider the most appropriate way of formalising partnerships</i></p> <p><i>A project has already been commissioned to help schools and their partners quality assure the delivery of extended services. This will inform the proposed review of the school improvement policy. This policy does, however, already provides a framework by which schools can consider their impact on the five outcomes, how partnerships add value to their work and the extent to which their governance adds strategic direction and impact</i></p>
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	people (e) Develop a shorter corresponding guide for prospective partners which includes LA position and expectations	Team Leader Governor Support Service	December 07	
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Originator: Mark Tyson

Tel: 0113 395 0492

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: Young People's Scrutiny Forum – Catching the Bus

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Purpose of the report

- 1.1 To determine how to take forward the issues contained within the Young People's Scrutiny Forum report 'Catching the Bus'.

2.0 Introduction

- 2.1 In June 2006 Scrutiny Board (Children's Services) asked the Youth Council to suggest a topic of importance to young people which could be the subject of a scrutiny inquiry undertaken by young people on behalf of the board.
- 2.2 The Youth Council chose transport and a Young People's Scrutiny Forum was then created to carry out this inquiry.
- 2.3 In order to involve as wide a range of young people as possible, it was decided to invite young people from ROAR (Reach out and Reconnect) to join the forum. As a result the Young People's Scrutiny Forum consisted of young people who had volunteered from both the Youth Council and from ROAR.
- 2.4 In September 2006 the Young People's Scrutiny Forum met for the first time and decided to concentrate its inquiry on bus services in Leeds.
- 2.5 The Young People's Scrutiny Forum concluded its deliberations on 8th March 2007 and its report was approved by Scrutiny Board (Children's Services) on 19th April 2007. A copy of its final report has been circulated to members separately.

- 2.6 The initial responses to the recommendations contained within the report from First Bus, Metro, the Director of Children's Services and the Youth Council/ROAR are attached as Appendix 1.
- 2.7 The board must now determine how to take forward the monitoring of the recommendations bearing in mind the need to involve young people who were involved in the Forum's work and the Youth Council/ROAR.
- 2.8 It is suggested that an appropriate way forward might be to set up a working group to include Members, young people and officers to monitor progress and help develop a response to the concerns outlined in the report.
- 2.9 If this proposal is agreed, the working group would need to meet outside of school hours to ensure that young people can attend.
- 3.0 Recommendation**
- 3.1 That the board set up a working group to include Members, young people and officers to monitor progress and help develop a response to the concerns outlined in the report.

CATCHING THE BUS SCRUTINY REPORT
SUMMARY OF RESPONSES:

RECOMMENDATION ONE

That First Bus review its fare structure so that the fare paid better matches the distance travelled. That First Bus review its fare structure in the light of the forum's findings on the barrier cost represents to young people. And, that First Bus report its conclusions/intentions to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Fares are set by the operator. However, Metro welcomes a fare structure review provided that the overall impact of any changes does not cause detriment to a larger number of customers.

Metro strongly supports the view that young people's usage of public transport should be encouraged through the provision of an affordable, attractive and accessible product thereby enabling them to have the confidence, skills and positive attitude required to continue to use buses and trains into later life.

Response From First:

The fare structure dates from the period when the local bus services were local authority owned and operated. At that time, there was a desire to keep fares down for passengers living in new estates on the periphery of the towns and cities. As a result of this a graduated fare scale was introduced where longer journeys were significantly cheaper per mile than shorter journeys. Once this structure was in place, increases in line with inflation tended to reinforce the pattern of higher costs per mile for shorter journeys. Over the years the structure has been simplified but has not fundamentally changed. Any fares change has to be acceptable to our customers and meet the Company's commercial requirements and in the past, a percentage increase on all fares has been the normal approach. This has made the very short journeys relatively more expensive over time.

As it states in the report, a very small percentage of total journeys are below 1 mile and this percentage is even smaller for young people, the majority of whom choose to walk such short distances.

First accepts that short journey passengers do pay a much higher rate per mile and this will be re-examined when fares are next reviewed. It must be borne in mind, however, that there is little evidence to suggest that any fares reduction would generate sufficient extra passengers to cover the losses sustained by introducing cheaper fares.

RECOMMENDATION TWO

That Metro should investigate the possibility of developing a concessionary scheme whereby young people pay for the first few journeys in the usual way and then get one/two free (buy four, get one free for example but avoiding the need to pay up front) and report their findings/actions to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Metro supports the principle that public transport usage should be encouraged through the use of more imaginative ticketing structures, including the role of the concessionary scheme. Metro further understands that weekly and monthly tickets are not always the best product for occasional bus users.

The recommendation is challenging to implement because it would require the recording of journeys that young people had already made by public transport, in order to demonstrate their eligibility for the free journeys. This would require a Smart Card ticketing system with a back office to record travel undertaken across all operators. Such a system is currently being trialled in South Yorkshire with Metro's full involvement and it is the aspiration of Metro to introduce Smart Card ticketing including concessions across West Yorkshire at the earliest opportunity. Scrutiny Board should be aware that the complexity and cost of such a system means that the lead in time to implementation may take several years.

The current legislative framework does not allow Metro to impose new tickets on operators, so this would have to be implemented via a change to the current concessionary scheme or via Quality Contracts.

Metro undertakes to consider proposals for usage-based discounts (e.g. 12 journeys allowed for same cost once ten undertaken) as part of the development of Smart Card ticketing.

Metro further undertakes to review the position with regard to tickets for occasional travellers should there be any change in the legislative framework.

RECOMMENDATION THREE

That Metro and the bus companies should co-operate to develop a day pass, which can be used on all buses and that Metro report progress to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

A range of DayRover products are already in existence that can be used on all buses. They are not, however, comparable to the peak single operator tickets that

are available on First buses for example. Metro has raised the issue of on-bus sale of multi-operator day tickets on previous occasions. This has been accepted in principle by operators but there are practical issues to be addressed, for example the difficulty of making another ticket available for issue on the bus via the Wayfarer ticket machines.

Metro would welcome firm proposals from First Bus on how these issues might be overcome.

Response From First:

Earlier this year First introduced a £1.50 day ticket which is available on all days on all normal First bus services within West Yorkshire. We believe that this is a very good, value for money ticket for young people. For the majority of young people in Leeds, this ticket will cover all the journeys they need to make.

First cannot directly enter into any agreement with another bus company on fares without putting itself at risk of legal action by the Office of Fare Trading.

Metro can arrange to introduce a day Pass on all operators buses but this would be dependent on all operators agreeing to accept the ticket and associated financial arrangements. At the present time Metro have indicated that they intend to reduce the level of financial support to bus companies for the young people's concessionary fares in order to ensure that they can meet their obligations under the National elderly persons free travel system.

RECOMMENDATION FOUR

That Metro reviews the effectiveness of its marketing strategies with regard to young people's concessionary schemes and report its progress to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Metro undertakes regular market research every six months on a range of customer issues regarding public transport. Overall the response on awareness of concessionary passes and young people's MetroCard products is relatively high. Metro is satisfied that good use is made of a number of different marketing channels including mail shots to schools, colleges and universities, adverts on timetable displays and displays of leaflets at Travel Centres and other key venues.

The other key mechanism to distribution of such literature is the use of the admissions procedures for schools and colleges, for example, sending out information within admissions packs for new entrants to schools and colleges. The use of this mechanism is under the control of the Director of Children's Services and Metro is keen to hear from her whether this mechanism is feasible. If so, Metro undertakes to work closely with Children's Services to ensure even wider distribution of information.

RECOMMENDATION FIVE

That Metro develop a text messaging comments and complaints system, promote this amongst young people and report progress to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Metro is currently developing a young people's area of its website which is due to be launched at the beginning of August 2007. The site is intended both to be more 'young people friendly' but also to be a key method by which Metro consults with young people. The site will include the capacity to **email** comments and complaints, and will be widely advertised.

It is recognised that customers often feel that complaints are not considered fully or that when they are, responses take too long to be returned. Thus in parallel Metro is trialling a new means of complaint handling by which customers get same day responses to the majority of complaints and queries.

Metro undertakes to consider the possibility of handling text queries and complaints following the launch of the website.

RECOMMENDATION SIX

That Metro and First Bus investigate the possibility of developing CCTV systems on buses to record sound as well as pictures.

Response From Metro:

Metro recognises that customers feel safer if CCTV is in operation, and it has been a useful tool in both preventing crime, deterring anti-social behaviour and in managing less serious incidents of poor behaviour on buses and in bus stations.

Metro has in the past encouraged operators to install CCTV, it is a requirement on some tendered services, e.g. some schools contracts, and Local Transport Plan capital has also been made available for CCTV installation (Metro funded 50% of the costs of 730 buses to be fitted across West Yorkshire over a period of three years – around £1million). It is not believed, therefore, to represent value for money to replace existing CCTV systems by more complex systems (i.e. to include audio as well as video). In general terms however this is an affordability question.

Metro undertakes to work with First Bus to establish costs for systems with audio and the feasibility of adaptation of any current systems to establish whether this recommendation offers value for money.

Response From First:

At present First are working on a programme to complete fitment of all vehicles with CCTV. Rather than making any change to this, it would be better to complete the programme before moving to a more sophisticated CCTV system. We do take the point that sound would give a much clearer picture of what actually happens in an incident and we would be interested in further investigation of the proposal.

RECOMMENDATION SEVEN

That the Director of Children's Services ensures that the barriers young people face with regard to transport are taken into account by ALL decision makers and that they are a key part of the Child Impact Statement process. We ask that she report back to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Metro welcomes such a step. This is particularly important with regard to decisions about new build for schools and colleges which can mean that accessibility becomes a deterrent for some students.

Response From The Director of Children's Services

I welcome this recommendation and the support and evidence it offers me in my efforts to promote children and young people's concerns – in this case transport – right across council and partner services. I have brought the full 'Catching the Bus' report and particularly this recommendation to the attention of the Council's Corporate Management Team and received encouraging support. I am fully aware of the need to promote young people's interests relating to transport when considering issues of regeneration, regional planning and keeping young people safe, as well as the various issues around access to education. I will ask colleagues working in these areas to ensure this happens. I will also work with the Executive Member for Children's Services to identify opportunities within our work to raise awareness of the issues young people face around transport. If, as I hope will happen, a group is established to support progress around these recommendations that includes representation from the Director of Children's Services Unit, I will provide any support I can in helping it to make decision-makers more conscientious and consistent in considering barriers regarding transport for young people.

RECOMMENDATION EIGHT

That the Director of Children's Services investigates adding travel concessions to the other benefits of the Breeze card and reports back to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Metro officers have met with Leeds City Council officers with regard to this question. It is difficult because the eligibility criteria for concessionary travel are different to those for Breeze card. However this could be manageable under a Smart Card ticketing system, which would allow for different products and services to be placed on the same card. Such a Card would need to be ITSO-compatible – the industry standard which allows smart card applications to work together.

In the meanwhile Metro has undertaken to work closely with officers involved in Breeze card to look at joint opportunities for publicity, events and discounts.

Response From the Director of Children's Services:

As metro have outlined in their response, work is already underway to look at potential links between travel concessions and the Breeze card. Although, as Metro suggest there have been some issues around this, solutions are being sought, such as the possibility of a Smart Card .

I understand that the Metro and Breeze card websites are working more closely together and that as such Metro will support Breeze by providing public transport information on how to access Breeze events and venues where deals are available. Whilst Breeze will promote access to the Metro site so that young people know how to access half fare passes and other public transport information.

RECOMMENDATION NINE

That the Director of Children's Services orders a review of how school transport monies are being spent in Leeds to see if there is a better way in which it could be spent and reports back to Scrutiny Board (Children's Services) in July 2007.

Response From Metro:

Metro works on behalf of Education Leeds to procure bus services for home to school journeys. Much of this provision is a statutory requirement. However, the recently enacted Education and Inspections Act allows for local Authorities to become 'pathfinders'. Bids for pathfinder status are required by November 2007 and may allow Local Authorities to undertake more imaginative approaches to overcome barriers to home to school travel.

Metro is committed to working with the five West Yorkshire authorities to consider possible options for a pathfinder bid. The support of the Director of Children's Services to such a bid would be crucial in developing it further.

Response from the Director of Children's Services:

A full consultation and review of school transport issues is to take place in the autumn and we will be keen to keep Scrutiny Members and of course the Youth Council informed about and involved in this. This review will look towards the development of a more aspirational school transport policy that gives young people greater choice and independence around how they get to and from school. We will continue to look for opportunities, through partnership working, to enhance what we can offer to young people as part of a school and wider transport 'package', this will include working closely with other regional local authorities in recognition of the need for a co-ordinated approach.

RECOMMENDATION TEN

That the Youth Council and ROAR lead a campaign with one aim - to achieve free bus travel for all young people – and that everyone who works with and for young people joins with and supports them in achieving it.

Response From the Youth Council/ROAR:

The recommendation was put to the Youth Council on 19th May 2007 and met with broad support. The Council and ROAR are currently working to ensure as many young people as possible are aware of our aims and canvass for their support.

Our short term aims are:

- To develop a petition for young people to sign which will be available in paper and electronic formats
- Promote the petition and awareness through forthcoming events such as Breeze on tour this summer and the 'Be Healthy' conference on 13th July
- Send copies of our report to all citizenship co-ordinators in secondary schools and all youth group leaders in Leeds to inform them of our intentions and ask them to promote the petition
- Write to incoming Prime Minister Gordon Brown to inform him of the Forum's findings and ask for his support – a draft of this letter will be presented to the Youth Council's Executive Board on 2nd July
- Produce a press release to help raise awareness of our campaign

Our aims are also aligned to the priorities of the UK Youth Parliament so we are working to develop links both regionally and nationally with their activities and campaigns.

Whilst undertaking these activities we will be gauging the level of support and commitment of young people to these aims and developing contacts with a view to organising a larger event in the future.

Response From Metro:

Metro is sympathetic to the key recommendation of the report. The report has correctly identified that free travel is available to young people under 16 in London and the important increase in accessibility, especially for leisure opportunities as a result. The report has also noted the high cost of concessionary spend on this travel.

Metro is currently developing its own young people's strategy and the question of free travel has been debated as part of that process. Metro is aware that there is important feedback from Transport for London (TfL) about the implementation of free travel for under 16s and it is believed that this should be studied in more depth to understand all impacts that would result from supporting this recommendation. The chief concern is of course the question of affordability since it would cost many millions of pounds, for which funding is not currently available. The views of Leeds Young People's Scrutiny Forum will be an important voice in discussing how to take these ideas forward.

Response From the Director of Children's Services

Whilst my role as Director of Children's Services and an officer of the City Council means that I cannot be part of a campaign, I can support young people to have an effective campaign. I am proud that see young people are proactively campaigning for changes that could improve access and opportunities for those growing up in Leeds. As such, through the group being proposed to monitor this reports progress and through wider opportunities I will happily provide support in accessing any information, contacts and other appropriate resources that would assist the Youth Council and ROAR's work in this area.

May I once again state my thanks and congratulations to all those involved for their work on this report.

General comment from First

The Forum discussed the much better fares available to young people in London. Bus services in London have a completely different regulatory framework to that in the rest of the United Kingdom and the amount of financial support per passenger from public funds is very much higher than in the rest of the country. Public transport in the capital is also helped by revenue generated by the congestion charge levied on all private vehicles in the central area.

First believes that we already offer good value for money travel for young people. Our day ticket is a particularly good deal and the Young Persons MetroCard is also very good value for money. We accept that the cost of travel is a barrier to young people but believe that we have already taken steps to give the cheapest possible travel options to our young customers. In view of Metro's intention to finance their obligations under the elderly person's concessionary scheme at the expense of the young person's scheme, our challenge in the future will be to try and maintain existing concessions rather than to bring in further price reductions.



Originator:
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**REPORT OF THE CHIEF EXECUTIVE OF EDUCATION LEEDS
REPORT TO SCRUTINY BOARD (Children's Services)
DATE: 5 July 2007**

SUBJECT: Officer Response to Scrutiny Board (Children's Services) Report on the 14-19 Review of Education and Training Provision in Leeds

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific implications for:

Equality and Diversity	<input type="checkbox"/>
Community Cohesion	<input type="checkbox"/>
Narrowing the Gap	<input type="checkbox"/>

1. PURPOSE

1.1 The purpose of this report is to respond to the recommendations made in Scrutiny Board's report arising from their special meeting focussed on the 14-19 Review of Education and Training Provision in Leeds

2. BACKGROUND

2.1 Education Leeds submitted a report to Executive Board in January 2007 which outlined the findings of the review of 14-19 provision in Leeds undertaken by Cambridge Education on behalf of the Learning and Skills Council (LSC).

2.2 Scrutiny Board (Children's Services) called a special meeting in March 2007 to comment on the review prior to a more detailed report being taken by Education Leeds to Executive Board. The Education Leeds report went to Executive Board, along with the LSC's Strategic Options Review, in June 2007.

2.3 The report to Executive Board gained approval for Education Leeds to work with the LSC and stakeholders in developing a detailed plan for implementation. However, it should be noted the report does not present a blueprint for implementation. Indeed, the first stage of the plan will be a substantial consultation on the LSC's preferred options and further modelling around the arrangements proposed in the Education Leeds paper.

2.4 Education Leeds and the LSC would welcome further attention from Scrutiny Board as part of this process.

3. THE REPORT

3.1 The detailed implementation plan for 14-19 will not be drafted until the end of August 2007. This report therefore adopts a commentary report format, rather than an action plan, to outline how we intend to address the Scrutiny Board's concerns.

3.2 **Recommendation 1**
That these concerns must be raised by Education Leeds when responding to the green paper 'Raising Expectations'.

3.3 Appendix 1 contains the response compiled by Education Leeds on behalf of the Leeds Learning Partnership to the Raising Expectations consultation. The process of producing the response involved obtaining a wide range of views from interested parties across Leeds. The views and comments of Scrutiny Board were a particularly valuable contribution to this process and the points raised by members were included in the response to the appropriate questions in the consultation document. Specific references have been made to addressing the implications for:

- ★ learners with multiple and complex needs, including SEN
- ★ appropriate accreditation for on the job training
- ★ young people expected to bring income into the family home and others requiring financial support, possibly through a continuation of the Education Maintenance Allowance
- ★ curriculum that develops personal, social and thinking skills (soft skills)
- ★ a system of incentives rather than penalties
- ★ parental support and mediation

3.4 **Recommendation 2**
That Education Leeds, and in particular the LSC, ensure that young people are adequately consulted on the proposals for change before any final decisions are made.

3.5 There are several strands of the 14-19 strategy where the participation of children and young people has been secured or are ongoing. These include:

- (a) the development of the specification for individual learning plans and electronic individual learning plans
- (b) the establishment of best practice in relation to advocacy and coaching
- (c) the development and implementation of the online prospectus
- (d) the developing design and function of BSF schools
- (e) the creating of the 14-19 learner entitlement
- (f) vocational and work-related learning programmes for 14-16 year olds

3.6 Next term the LSC will be formally consulting on the proposed options for the FE estate and there will be more detailed modelling around the proposals in the Education Leeds paper. We will ensure that:

- (a) Young people are invited to the public consultations
- (b) That a special consultation event is held, in liaison with the Youth Council, to stimulate debate and gain the perspective of young people

3.7 **Recommendation 3**
That Education Leeds report back to us on how the Scrutiny Board's many concerns about the 14-19 review are being addressed.

3.8 The principal concerns of Scrutiny Board are addressed below. The concerns are shown in italics with a number in brackets at the beginning giving a reference to the relevant paragraph in the Scrutiny Board Report. For each concern progress is identified along with how we intend to further address these in the implementation plan, where appropriate.

3.9 *(7) Concern that the refocus of resources should not be detrimental to other aspects of the education system such as adult learning, SEN, projects focused on disaffected and disengaged young people, and the teaching and learning of 'soft' or 'life' skills.*

Both Education Leeds and the LSC fully support the views of Scrutiny Board that the infrastructure developed through the Review must address and support the needs of all learners aged 14 plus and the most vulnerable groups of learners in particular. We recognise that if we are to secure the challenging achievement and participation targets then the final option that is presented for consultation must address all these issues. 'Soft' or life skills are addressed in 3.19.

3.10 *(8) The need to see clear links with other services such as libraries and the youth service to ensure that the needs of those outside formal education were met.*

Education Leeds is working very closely with the Youth Service around linking the 14-19 Strategy and the development of an integrated Youth Service and the Youth Offer. The Youth Offer is seen as an integral part of the 14-19 offer and is included in the on-line 14-19 Area Prospectus.

3.11 *(9) The need for clear plans in place showing how the needs of pupils with Special Educational Needs (up to age 25) would be met in the new 14-19 world.*

Education Leeds and the LSC have had detailed discussions at the Review Planning Meetings around the need to ensure that appropriate vocational provision is made available for SEN learners at both a city-wide and local level. This will include for example establishing partnerships between Specialist Inclusive Learning Centres (SILCs) and the Post 14 Centres/FE colleges to develop and enhance appropriately supported pathways and secure the progression of learners. The incorporation of appropriate SEN provision in the new infrastructure forms one of the key workstreams associated with the next phase of the Review.

3.12 *(12) Concern about the potential contradiction between the desire to streamline provision and eliminate duplication with the need to continue to provide learning opportunities in various locations.*

The view of Education Leeds is that we should be developing provision on a local basis as long as it is viable, sustainable and high quality. Changes to 14-19 funding means that the current pattern of delivery will not be financially viable in the future. However, it is envisaged that through the creation of a number of Post 14 Centres in localities then we will be able to eliminate provision that is not cost effective or of poor quality. Schools are already working together to eliminate duplication while at the same time maintain choice within an area by bringing

together small groups. Key benefits include improving the quality of the learner experience through access to the best teaching expertise, greater opportunities for peer group support and ensuring courses are financially viable and sustainable.

- 3.13 *(13) The view that the aspirational improvements in outcomes at Levels 2 and 3 would not be achieved with new and renovated buildings alone.*

Education Leeds fully share this view and see the solution as having three essential elements :

- Development of the physical infrastructure – including ensuring coherence between BSF and LSC capital build and making sure any new buildings are in the best possible location to serve the needs of the learner.
- Curriculum – ensuring all learners have easy access to the widest possible range of high quality curriculum options. This is being supported through the development of a Leeds Curriculum Framework that will ensure an agreed qualification framework, progression routes and timetabling arrangements.
- Supporting developments – better information, advice and guidance including associated developments on-line 14-19 Area Prospectus, Common Application Process, e-ILP, coaching and mentoring and development of personal learning and thinking skills

- 3.14 *(14) Concern that students in outer areas of Leeds might find it difficult to travel between sites and that the full curriculum is accessible from their locality and that transport practicalities have been fully considered.*

Education Leeds share scrutiny's concerns about the difficulties learners are experiencing accessing the full curriculum. The amount of funding schools and young people are spending on transport and the time that young people are spending travelling around the city when they could be learning are issues we are looking to address through the Review. These issues are key drivers behind the concept of the Post 14 Centres that should help ensure that a far greater proportion of the curriculum is available on a local basis and greatly simplify transport arrangements for schools, thus reducing costs.

The implementation plan will seek to secure well co-ordinated timetabling and transport arrangements in localities to ensure there is no disruption to learning.

- 3.15 *(15) The need for effective joint working with our city region partners to ensure no artificial barriers are in place, and that pupils can access the full curriculum at the most convenient place geographically regardless as to where local authority boundaries lay.*

Education Leeds continues to be very proactive in this regard and has supported arrangements and the quality assurance of 14-16 vocational provision for a significant number of learners from schools in the outer districts of Leeds. The arrangements include provision through Harrogate College and Henshaws College in Harrogate, Laistedyke Business and Education Centre and Carlton Bolling College in Bradford and Wakefield College. All this provision is included within the Leeds on-line prospectus.

- 3.16 *(18) Concern that the new 6th form funding arrangements, which will be based on actual retention and achievement performance, could lead to schools taking a more cautious approach to allowing students onto courses, thus narrowing rather than widening access for borderline students.*

It is vital that all young people are on courses that are at the right level to meet their needs. It is not to the benefit of either the learner or schools to have young people placed on courses where there is a high probability that they might fail. Evidence from the FE sector indicates that this is very rare in practice, as any caution regarding allowing borderline learners on course is countered by an opposing pressure to secure as many learners as possible and therefore maximise funding per course.

- 3.17 *(19) What plans and resources are being put in place to support schools through these difficult transitions including concerns about the possibility of staff redundancies.*

The first thing to note is that the outcomes of the Leeds Review and the national reform of the 14-19 Curriculum will be implemented over a number of years giving sufficient time for natural wastage and re-training to ease the transition. This transition towards a more vocational curriculum is not new and has been taking place successfully for a number of years. The proportion of Key Stage 4 points from vocational qualifications has increased from 6% in 2004 to 16% in 2006 and is expected to exceed 20% this year. As part of the implementation of the Diplomas the government has commissioned a range of organisations to offer support in the re-training and up-skilling of staff to deliver the new curriculum.

- 3.18 *(20) The need for the project plan to include clear arrangements for how young people will be supported through 14-19.*

The need to minimise any disruption for learners is uppermost in the plans of Education Leeds. Learners and their parents/carers will receive extensive impartial information, advice and guidance on the new 14-19 curriculum. Learners will not be expected to change institution part way through a course unless they are in agreement.

- 3.19 *(21) The importance of the development of 'soft' or 'life' skills in our young people.*

The development of personal learning and thinking skills is an integral part of the new 14-19 curriculum that is emerging through the development of the specialised Diplomas and the Foundation Learning Tier. Education Leeds has also commissioned a specific research and development project to support the developments in this area.

- 3.20 *(22) Concerned that many families might find it difficult financially if 16-18 year olds were required to be in full time education.*

The Raising Expectations Green Paper proposes that young people should participate in learning until they are 18 years of age. It is acknowledged in the paper that for many learners this will be on a part-time rather than a full-time basis. In the case of 16-18 year olds in full-time learning from families with an income of less than £30,000 per annum they are entitled to an Education Maintenance

Allowance (EMA) of up to £30 per week. In addition to this weekly allowance they are also eligible for bonuses of up to £500 based on making good progress with their learning. Parents/carers also continue to receive Child Benefit. Education Leeds also administers a Learner Support Fund that is available to support 16-18 year olds in particular financial hardship.

- 3.21 *(24) Concern in the light of national pressure being applied to agree organisational changes quickly in Leeds.*

Any national pressure to implement changes without appropriate consultation and agreement will be vigorously resisted. In particular, no new academies will be agreed unless there is clear evidence of the benefit they would bring to the young people of Leeds.

4. RECOMMENDATION

- 4.1 That Scrutiny Board notes the content of this report

Raising Expectations: Staying in education and training post-16

Consultation Response Form

The closing date for this consultation is: 14 June
2007

Your comments must reach us by that date.

THIS FORM IS NOT INTERACTIVE. If you wish to respond electronically please use the online or offline response facility available on the Department for Education and Skills e-consultation website (<http://www.dfes.gov.uk/consultations>).

The information you provide in your response will be subject to the Freedom of Information Act 2000 and Environmental Information Regulations, which allow public access to information held by the Department. This does not necessarily mean that your response can be made available to the public as there are exemptions relating to information provided in confidence and information to which the Data Protection Act 1998 applies. You may request confidentiality by ticking the box provided, but you should note that neither this, nor an automatically-generated e-mail confidentiality statement, will necessarily exclude the public right of access.

Please tick if you want us to keep your response confidential.

Name Mary Brittle
Organisation (if applicable) Education Leeds
on behalf of the Leeds Learning Partnership
Address: 10th Floor West, Merrion House,
110 Merrion Centre
Leeds
LS2 8DT

If your enquiry is related to the policy content of the consultation you can contact the Department for Education and Skills at e-mail: info@dfes.gsi.gov.uk:

Telephone: 0870 000 2288

e-mail: Raising.PARTICIPATION@dfes.gsi.gov.uk

If you have a query relating to the consultation process you can contact the Consultation Unit on:

Telephone: 01928 794888

Fax: 01928 794 311

e-mail: consultation.unit@dfes.gsi.gov.uk

Which of the following best describes you:

<input type="checkbox"/> Young person under 18	<input type="checkbox"/> Parent or carer	<input type="checkbox"/> Teaching staff
<input type="checkbox"/> Professional working with young people	<input type="checkbox"/> Educational institution/learning provider (Please specify)	<input type="checkbox"/> Governor
<input type="checkbox"/> Employer	<input checked="" type="checkbox"/> Local authority	<input type="checkbox"/> Head teacher / college principal / Leader of other educational institution
<input type="checkbox"/> Other (please specify)		

Please Specify:

Leeds Initiative: Learning Partnership – Local Strategic Partnership

Chapter 2: The benefits of requiring participation

1 Do you agree that there is a case for introducing compulsory participation to age 18?

Yes

No

Not Sure

Comments:

The definition of participation needs to be sufficiently flexible to include lots of different programmes, it needs to acknowledge the fact that young people may not all be able to achieve Level 2 qualifications. 'Building blocks' on the way to Level 2 need to be included as participation.

Appropriate provision must be in place for young people with multiple needs, including: Young parents, young carers, those in custody, young people with emotional and behavioural difficulties.

The needs of young people who start working at 16 to bring money into the family home need to be taken into account.

Chapter 3: A new requirement to participate

In paragraphs 3.2 – 3.10 we set out our central proposal for a requirement to participate.

2 Do you agree that participation should include participation in school, college, work-based learning and accredited training provided by an employer?

Yes

No

Not Sure

Comments:

The options available to young people need to be wider than these.

Some young people require pre-entry training in order to access FE, WBL or employment and this training must be included.

For example, Voluntary sector provision must be included, especially those programmes that are designed to be delivered in a different way to School and College, in order to engage young people.

The VCF Sector develop and deliver skills training which would enable young people to access school / FE participation later. Accredited vocational learning taster options, in a supported environment, for young people with emotional, behavioural and learning difficulties must be available.

Young people must be able to move between programmes so they can access another opportunity if the first programme they enter is not the right choice. This will require flexible roll-on roll-off provision to be available.

3 Do you agree that the requirement should include a requirement to work towards accredited qualifications?

Yes

No

Not Sure

Comments:

Accredited qualifications must continue to include programmes that help young people to develop social skills. This should include 'building blocks' on the way to Level 2 and accredited Personal Development Opportunities.

SEN provision must be included in qualifications framework.

Employers must be brought on-board and ways found to accredit the training programmes that they currently deliver.

It may be necessary to incentivise training in certain areas, especially where there are a large number of SME employers. Training Subsidies for Employers should be considered.

Local economic profiles and future skill shortage areas need to be taken into consideration

4 Do you agree that for those who are not in employment for a significant part of the week, participation should be in full time education?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Not Sure
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Comments:
It is important that other provision as well as full-time education be available to young people. Voluntary sector schemes and life skills training should also be available. Provision should meet the individual needs of young people, and the number of hours should reflect this.

5 Should full time education be defined for this purpose as at least 16 hours of guided learning per week?

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No, should be more	<input type="checkbox"/> No, should be less
<input type="checkbox"/> Not sure		

Comments:

6 Do you agree that a young person who is employed could participate part time?

Yes

No

Not Sure

Comments:

The system should protect young people's right to training for a day a week.

7 Is a minimum of 280 hours of guided learning per year appropriate for a young person who is employed?

Yes

No, should be more

No, should be less

Not Sure

Comments:

The system should take account of young people who are engaged in on the job-training and gain their accreditation whilst working.

The central proposition outlined in 3.2 – 3.10 would require a young person to participate until their 18th birthday. An alternative described in para 3.11 would require a young person to participate until either their 18th birthday or they achieve qualifications at level 2, whichever is the earlier.

8 Which version of the policy do you prefer?

18th
Birthday

18th Birthday or Achievement of level 2, whichever
earlier

Comments:

Chapter 4: A suitable route for every young person

9 Do you agree that, taken together, the routes outlined in this chapter mean that there will be an appropriate and engaging option for all 16 and 17 year olds by 2013?

Yes

No

Not Sure

Comments:

The Foundation Learning Tier needs to be broad enough to encompass a range of opportunities for young people.

Personal Development Opportunities need to be available.

Long Term funding and Quality Assurance need to be in place for Voluntary Sector providers. They need to have help and financial support to meet requirements.

The roll out of diplomas should not mean that other qualification routes, such as BTEC, disappear. Vocational qualifications which are well recognised by employers and carry license to practice should be kept.

The system must take account of the needs of young people with support needs, such as homeless young people and those with mental health needs, and make sure options are available that are suitable for them.

There needs to be sufficient ESOL provision for migrants.

10 Should there be requirements for young people who are training to do more than just an accredited occupational qualification? (for example, should they be expected to do functional English or maths and/or wider technical education?)

Yes

No

Not Sure

If Yes, what requirements?

Comments:

Young people need to gain functional skills in Math, English and ICT.

Chapter 5: Enabling all young people to participate

11 Do you agree financial support should still be provided to young people from low income households, if participation is compulsory?

Yes

No

Not Sure

Comments:

12 What would be the right financial support arrangements for young people required to participate to age 18?

Comments:

There should be coherence in the benefit system so young people and families are clear about the financial support they are entitled to and find it easy to claim that support.

Young people who live independently must be able to claim benefits.

A means tested scheme, such as EMA, should continue to support young people that need it.

Young carers must be able to access respite care to allow them to participate.

13 Should we consider other incentives, such as withholding driving licences from 17 year olds who are not participating in education or training?

Yes

No

Not Sure

Comments:

The withholding of driving licences is not an incentive, it is a penalisation.

Incentives should be positive.

Bonuses for all young people around attendance and achievement of qualifications. These could be financial or other opportunities, such as a week's intensive driving course, day trips, residentials and other positive activities.

14 Would the proposals outlined here about support and guidance be enough to ensure that all young people are able to participate, regardless of their personal circumstances?

Yes

No

Not Sure

Comments:

There need to be sufficient resources to deliver what is proposed. Current levels of resource for Connexions delivery needs to be ring fenced in Local Area Agreements to ensure delivery of sufficient advice and guidance. If schools have a role in preparing young people then the National Framework for Careers Education must become statutory. Connexions services need to be resourced to deliver services to a wider age group, ie 11-19 rather than the current 13-19. Good peer guidance needs schemes that are run with long term funding and have some system for quality assurance. Services such as mediation and support should be available to work with parents. Work to engage parents needs to be sufficiently funded to engage them in a variety of ways. Awareness of the change needs to start with parents when their children are in primary school. Connexions PAs and other workers currently work with young people and parents in a positive way. Conflicts of interest could arise if they are asked to also make judgements about enforcement. There should be a separation of roles. It would be problematic for Youth Workers to adopt an enforcement stance given the voluntary aspect of the relationship with young people. Criteria need to exist for those who are making judgements about enforcement so there is consistent application of the rules.

Chapter 6: Employers playing their part

15 Would the proposals outlined in this chapter provide employers with the right framework to help make sure all 16 and 17 year olds are participating in valuable learning, including those who want to learn as they work?

Yes

No

Not Sure

Comments:

This relies on employers being willing to engage.

The Training Levy that was proposed in the Leitch report does not appear in this document.

There is a lot of emphasis on enforcement for young people to participate but none for employers. Employers should not be able to require young people to access training outside of their working hours.

Who will deal with appeals from a young person whose employer is not allowing them to access training? How will young people's participation be tracked? Who is going to deal with employers and promote training to them?

It is important to involve SMEs in this and there needs to be support and incentives in place to do that.

16 Given the benefits of a better skilled workforce, what responsibilities should employers have to encourage young people to participate in education and training?

Comments:

Employers should have a system to reward achievement of qualifications, such as promotion opportunities, pay increases, extra holiday.

Employment contracts should include learning contracts so both employers and young people have clear responsibilities.

Chapter 7: Making sure young people participate

17 Do you agree that there should be a system of enforcement attached to any new requirement to participate, used only as a last resort?

Yes

No

Not Sure

Comments:

There should be sanctions for employers and young people colluding to not access training.

18 Is it right that the primary responsibility for attending at age 16 and 17 should rest with young people themselves?

Yes

No

Not Sure

Comments:

Young people should be told about their rights and entitlements to training. It should be promoted as a positive thing for them to access.

Young people should be given a positive view of education and learning as something that is of value, rather than something they have to do.

19 Do you agree that if a parent of a young person is helping them to break to law, it should be possible to hold them accountable as well?

Yes

No

Not Sure

Comments:

This is a legal question that we are unable to fully answer.
Anything put in place should apply to employers and other adults as well as parents.

20 Is the process outlined in this chapter the right way to try to re-engage young people and enforce the requirement?

Yes

No

Not Sure

Comments:

It is not clear who is responsible for issuing Attendance Orders etc.
Will young people who break orders then have contact with the Youth Offending Service?
There will need to be extra resources to fund increases in number of Attendance Improvement Officers.

21 On breach of an attendance order, should criminal sanctions be pursued, or civil/administrative ones?

Criminal

Civil or administrative

Not sure

Comments:

This is a legal question we are unable to answer.
Criminal sanctions seem massively inappropriate

22 Please use this space for any general comments you would like to make.

Comments:

Young people need access to a range of qualifications, appropriate to their needs and their chosen career path.

Support needs to be put in place when children are much younger. Persistent absence needs to be addressed when it first occurs.

The idea of entitlement to training and looking at aspirations should start at age 7/8 and continue through school.

23 Please let us have your views on responding to this consultation (for example, were the number and type of questions about right? Was it easy to find, understand and complete?).

Comments:

Thank you for taking the time to let us have your views. We do not intend to acknowledge individual responses unless you place an 'X' in the box below.

Please acknowledge this reply X

Here at the Department for Education and Skills we carry out our research on many different topics and consultations. As your views are valuable to us, would it be alright if we were to contact you again from time to time either for research or to send through consultation documents?

Yes No

All UK national public consultations are required to conform to the following standards:

1. Consult widely throughout the process, allowing a minimum of 12 weeks for written consultation at least once during the development of the policy.
2. Be clear about what your proposals are, who may be affected, what questions are being asked and the timescale for responses.
3. Ensure that your consultation is clear, concise and widely accessible.
4. Give feedback regarding the responses received and how the consultation process influenced the policy.
5. Monitor your department's effectiveness at consultation, including through the use of a designated consultation co-ordinator.
6. Ensure your consultation follows better regulation best practice, including carrying out a Regulatory Impact Assessment if appropriate.

Further information on the Code of Practice can be accessed through the Cabinet Office Website: <http://www.cabinetoffice.gov.uk/regulation/consultation-guidance/content/introduction/index.asp>

Thank you for taking time to respond to this consultation.

Completed questionnaires and other responses should be sent to the address shown below by 14 June 2007

Send by post to:

Consultation Unit
Department for Education and Skills
1st Floor
Castle View House
East Lane
Runcorn
Cheshire
WA7 2GJ

Send by e-mail to: Raising.PARTICIPATION@dfes.gsi.gov.uk

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Originator: Kate Arscott

Tel: 247 4189

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: Departmental Communications - Formal Response

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 During 2006/07, the Scrutiny Board (Children's Services) set up a working group to look at departmental communications. Arising from the working group's activity, the board issued a statement containing a number of conclusions and recommendations in April 2007.
- 1.2 It is the normal practice to request a formal response from departments to the board's recommendations, once a final report or (as in this case) a statement has been issued.
- 1.3 A formal response has now been received. This is attached as appendix 1.
- 1.4 Members are asked to consider the responses provided, and to decide whether any further scrutiny involvement is required, bearing in mind the guidance provided earlier on this agenda.

2.0 Recommendation

- 2.1 Members are asked to consider the responses provided and to decide whether further scrutiny involvement is required.

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DEPARTMENTAL COMMUNICATIONS
CHILDREN'S SERVICES SCRUTINY BOARD RECOMMENDATIONS ACTION PLAN

RECOMMENDATION	LEAD OFFICER(S)	PROGRESS/ACTIONS
<p>Recommendation One</p> <p>That a Children's Services communications project be set up, including all the relevant partners, to enable the new Directorate to</p> <ul style="list-style-type: none"> • take a lead on communications • assess current practice • draw the partners together • assist the Communications Manager, Children's Services in his role to influence and share best practice • draft a communications strategy 	<p>Strategic Leader, Partnerships and Participation – Barbara Newton</p> <p>Communications Manager - Stuart Tarbuck</p>	<p>A communications network has been set up including key officers from across relevant Council Services and partners in health, the police and Connexions. This group will first meet in early July 2007, it will address the issues raised in recommendation one and provide a framework for the broader development of communications across children's services. In addition, work done since the Board's report include:</p> <ul style="list-style-type: none"> • The launch of an electronic Every Child Matters newsletter to keep Children Leeds staff across the city up to date on developments. • Open Forum 'marketplace' events in each area of the city for local children's services to come and promote their work through stalls and networking.

RECOMMENDATION	LEAD OFFICER(S)	PROGRESS/ACTIONS
<p>Recommendation Two</p> <p>That costs for departmental publications 2006/2007 be supplied to a future meeting of Scrutiny Board (Children's Services), to establish a baseline figure for departmental publications produced by Education Leeds for comparison with future years.</p>		<p>We can provide financial information on all design and print projects managed by the communications team during 2006/07. However, because budgets in Education Leeds are devolved to teams, if they have procured their own design and print without using the services of the communications team it will be more difficult to extract this information for 2006/07. This is because the same budget code was used for both stationery and external printing up until the end of 2006/07. For the financial year 2007/08 a separate code has been identified for external print. This will allow Education Leeds to monitor more closely the spend on external design and print across the whole company. It is worth noting that we may already have achieved the greater part of the efficiencies due to our increased emphasis on electronic communication over the last few years. However, we are still pursuing this agenda, and will continue to do so in the future.</p>

RECOMMENDATION	LEAD OFFICER(S)	PROGRESS/ACTIONS
<p>Recommendation Three</p> <p>That the Director of Children's Services obtain costs for publications relating to Children's Services 2006/2007 from Council Departments and external partners, where available, to supply to a future meeting of Scrutiny Board (Children's Services).</p>		<p>This work could be picked up by the communications network (outlined in recommendation one). Considerable work would be involved in seeking comparable figures from the different teams and partners involved in children's services. As part of our efforts to develop effective children's services communications we would appreciate a steer on the urgency and priority of collecting this information from the new network.</p>
<p>Recommendation Four</p> <p>That information on any monitoring process(es) used to evaluate the effectiveness of the corporate communications published by Education Leeds and Children Leeds be supplied to a future meeting of Scrutiny Board (Children's Services).</p>		<p>Responding positively to feedback around communications has been central to the partnership approach being taken in developing children's services across Leeds. For key communication events such as Open Forums and seminars, feedback is always sought and responded to (hence the latest move from conference style to 'marketplace' Open Forums).</p> <p>The Every Child Matters newsletter has also developed in part out of feedback relating to the previous Director of Children's Services newsletter.</p>

RECOMMENDATION	LEAD OFFICER(S)	PROGRESS/ACTIONS
		<p>The planned communications network will look at how to co-ordinated monitoring and self evaluation work around communications more effectively.</p> <p>In communications with schools, Education Leeds use a variety of means of evaluating effectiveness, these include questionnaires, formal and informal discussions with heads and feedback opportunities at training and conferences etc. The need to develop this work further in the future is recognised and as such there is a desire to seek feedback from schools and partners on the overall approach being taken to communications. This will be supported by efforts to achieve the governments new Charter Mark standard when it is introduced later this year, that will include seeking more feedback from stakeholders on Council communications as a whole.</p>

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Children's Services)

Date: 5 July 2007

Subject: Work Programme

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1.0 Introduction

- 1.1 A copy of the board's draft work programme is attached for members' consideration (appendix 1).
- 1.2 The attached chart reflects the discussions at the board's June meeting, and potential items identified during 2006/07. In relation to each issue, a proposal has been set out. These proposals are then reflected in the draft work programme which follows.
- 1.3 In particular, Members are asked to note the proposal to schedule an additional meeting in September or October.
- 1.4 The board is asked to consider which issues should be taken forward through the year, bearing in mind the need to create a manageable programme of work.

2.0 Work programming

- 2.1 Also attached to this report are the current Forward Plan of Key Decisions (appendix 2), the minutes of the council's Executive Board meeting held on 13th June (appendix 3), and the minutes of the Leeds Admissions Forum meeting held on 19th April (appendix 4), which will give members an overview of current activity within the board's portfolio area.

3.0 Recommendation

- 3.1 The board is requested to agree the attached work programme subject to any decisions made at today's meeting.

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**Scrutiny Board (Children's Services)
Potential Items for Work Programme 2007/08**

Item	Description	Notes	Type of item
Possible items for 2007/08 work programme from 2006/07			
Behaviour/ Area Management Boards/ Pupil Referral Units	The Board considered a report on Area Management Boards in April, which focused on management arrangements. Members highlighted this as an area for further work in the new year.	Issues raised included: <ul style="list-style-type: none"> • The activities of AMBs and the support to schools • The future of the PRUs • BESD SILC Ofsted • Wider issues around behaviour in education <p><i>Proposal - report to Scrutiny Board September/October</i></p>	RP
Key Stage 1 performance	Highlighted as an issue in February 2007, arising from the annual report on performance in primary schools.	This issue might be suitable for a working group to carry out initial information gathering <p><i>Proposal - consider alongside standards issues raised in June (see below)</i></p>	PM
Scrutiny by Children and Young People	To consider proposals for children and young people to carry out scrutiny activity	Last year the Board invited the Leeds Youth Council to select a topic for scrutiny and carry out their own scrutiny inquiry <p><i>Proposal - Invite Youth Council to propose topic after elections in October</i></p>	DP/RP
PFI	Community access and extended services have been an ongoing concern for Members	Overview and Scrutiny Committee may carry out some corporate work on PFI <p><i>Proposal - wait until after OSC decision</i></p>	RP
Children and Young People's Plan	The revised Plan was agreed in June 2007. Members flagged the importance of agreeing an approach to monitoring delivery of the Plan	<i>This has been incorporated into the Board's quarterly performance management cycle</i>	PM

**Scrutiny Board (Children's Services)
Potential Items for Work Programme 2007/08**

Item	Description	Notes	Type of item
Children's Services Overview	Last year's Board set aside a number of meetings to maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds.	<i>This has been co-ordinated with the quarterly performance management cycle</i>	PM
Possible items for 2007/08 work programme from June meeting			
8-13 year olds	To examine services available to 8-13 year olds, participation rates, and how they are targeted, to maximize the preventive approach Issues around play	Children's Fund ends March 2008 Fits with inquiry recommendation on youth services <i>Proposal - First inquiry - set up working group at July meeting to scope inquiry</i>	DP
Education Standards	working class boys looked after children some minority ethnic groups children with special educational needs disabled children transition	See also Key Stage 1 performance above <i>Proposal - Second inquiry - set up working group at July meeting to scope inquiry</i>	RP/DP
Parenting support	To consider what support is available to parents, and how joined up it is	<i>Proposal - Report to Board on support available in October</i>	DP/RP
14-19 Review	Proposed college merger Post-14 Centres Wider agenda - standards/diplomas/ mixed economy of provision/rise in school leaving age/personalization/ attendance/NEET group	<i>Proposal - Report to Board in September/October</i>	DP
Governance Issues	Governance in a multi-agency model of provision	<i>Proposal - Briefing for Board in November</i>	B
Academy	How does it fit into the provision of children's services in Leeds?	<i>Proposal - Briefing for Board in November</i>	B

**Scrutiny Board (Children's Services)
Potential Items for Work Programme 2007/08**

Item	Description	Notes	Type of item
Immigration	Meeting the needs of new immigrants in Leeds, including but not exclusively unaccompanied asylum seekers	<i>Proposal - refer to Overview and Scrutiny Committee</i>	
Health	Rising obesity despite healthy schools programme Sexual health including but not limited to teenage pregnancy Mental health	<i>Proposal - Refer to Health Board</i>	
Sustainability	energy/waste/travel	<i>Proposal - Refer to City Development Board</i>	

**Scrutiny Board (Children's Services)
Draft Work Programme 2007/08**

Item	Description	Notes	Type of item
Meeting date – 13th September 2007			
Formal responses to Scrutiny Board recommendations	To receive the formal response to the following final inquiry report: <ul style="list-style-type: none"> Youth Services 		MSR
Children and Young People's Plan	The revised Plan was agreed in June 2007. Members flagged the importance of agreeing an approach to monitoring delivery of the Plan	This has been incorporated into the Board's quarterly performance management cycle	PM
Children's Services Overview	Last year's Board set aside a number of meetings to maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds.	This has been co-ordinated with the quarterly performance management cycle	PM
Performance Management and Recommendation Tracking	Quarter 1 information for 2007/08 (April - June)	All Scrutiny Boards receive performance information on a quarterly basis This item will also include tracking progress with previous Scrutiny recommendations	PM/MSR
Ofsted Inspections	Biannual update on Ofsted Inspections and schools causing concern	The Scrutiny Board agreed in 2006/07 to consider these reports to Executive Board	PM
8-13 year olds	To agree terms of reference for the Board's Inquiry		DP

**Scrutiny Board (Children's Services)
Draft Work Programme 2007/08**

Item	Description	Notes	Type of item
Meeting date – September/October 2007 (date to be confirmed)			
14-19 Review	To consider the emerging proposals for restructuring of education and training provision		DP
Behaviour Support	To consider a report on support for behaviour management in education	Issues raised included: <ul style="list-style-type: none"> • The activities of AMBs and the support to schools • The future of the PRUs • BESD SILC Ofsted • Wider issues around behaviour in education 	RP
Meeting date – 11th October 2007			
8-13 year olds	To consider evidence as the first session of the board's inquiry		DP
Parenting support	To consider what support is available to parents, and how joined up it is		RP

**Scrutiny Board (Children's Services)
Draft Work Programme 2007/08**

Item	Description	Notes	Type of item
Meeting date – 8th November 2007			
Performance Management and Recommendation Tracking	Quarter 2 information for 2007/08 (July-Sept)	All Scrutiny Boards receive performance information on a quarterly basis This item will also include tracking progress with previous Scrutiny recommendations	PM/MSR
Children and Young People's Plan	The revised Plan was agreed in June 2007. Members flagged the importance of agreeing an approach to monitoring delivery of the Plan	This has been incorporated into the Board's quarterly performance management cycle	PM
Children's Services Overview	Last year's Board set aside a number of meetings to maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds.	This has been co-ordinated with the quarterly performance management cycle	PM
Governance Issues	To receive a briefing on governance in a multi-agency model of provision		B
Academy	To receive a briefing on how the Academy fits into the provision of children's services in Leeds		B
Education Standards	To agree terms of reference for the Board's Inquiry		RP/DP
Meeting date – 6th December 2007			
8-13 year olds	To consider evidence as the second session of the board's inquiry		DP
Scrutiny by Children and Young People	To consider proposals for children and young people to carry out scrutiny activity	Following Youth Council elections in October, the new Youth Council will be invited to select a topic for scrutiny	DP/RP

**Scrutiny Board (Children's Services)
Draft Work Programme 2007/08**

Item	Description	Notes	Type of item
Meeting date – 17th January 2008			
Education Standards	To consider evidence as the first session of the board's inquiry		RP/DP
Scrutiny by Children and Young People	To approve terms of reference for the chosen inquiry by children and young people		DP/RP
Meeting date – 14th February 2008			
Performance Management and Recommendation Tracking	Quarter 3 information for 2007/08 (Oct-Dec)	All Scrutiny Boards receive performance information on a quarterly basis This item will also include tracking progress with previous Scrutiny recommendations	PM/MSR
School performance and Ofsted Inspections	Annual report on school performance and biannual update on Ofsted Inspections and schools causing concern	The Scrutiny Board agreed in 2006/07 to consider these reports to Executive Board	PM
Children and Young People's Plan	The revised Plan was agreed in June 2007. Members flagged the importance of agreeing an approach to monitoring delivery of the Plan	This has been incorporated into the Board's quarterly performance management cycle	PM
Children's Services Overview	Last year's Board set aside a number of meetings to maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds.	This has been co-ordinated with the quarterly performance management cycle	PM
8-13 year olds	To agree the final report arising from the board's inquiry		DP

**Scrutiny Board (Children's Services)
Draft Work Programme 2007/08**

Meeting date – 13th March 2008			
Education Standards	To consider evidence as the first session of the board's inquiry		RP/DP
Meeting date – 10th April 2008			
Annual Report	To agree the Board's contribution to the annual scrutiny report		
Education Standards	To agree the final report arising from the board's inquiry		RP/DP

Key:

RFS – Request for scrutiny

RP – Review of existing policy

DP – Development of new policy

MSR – Monitoring scrutiny recommendations

PM – Performance management

B – Briefings (including potential areas for scrutiny)

**Scrutiny Board (Children's Services)
Draft Work Programme 2007/08**

Working Groups			
Working group	Membership	Progress update	Dates of meetings
Inquiry terms of reference 8-13 year olds			July
Inquiry terms of reference Education Standards			
Monitoring progress 'Catching the Bus'			

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LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

EXTRACT RELATING TO SCRUTINY BOARD (CHILDREN'S SERVICES)

For the period 1 July 2007 to 31 October 2007

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)
Allerton C of E Primary School - Provision of Children's Centre Approval to carry out capital works and incur expenditure at Allerton C of E Primary School in respect of the scheme to provide a new Children's Centre.	Executive Board (Portfolio: Children's Services)	4/7/07	None	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds

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

Executive Member

Central and Corporate

Councillor Mark Harris

Development and Regeneration

Councillor Andrew Carter

Environmental Services

Councillor Steve Smith

Neighbourhoods and Housing

Councillor John Leslie Carter

Leisure

Councillor John Procter

Children's Services

Councillor Richard Brett

Learning

Councillor Richard Harker

Adult Health and Social Care

Councillor Peter Harrand

Leader of the Labour Group

Councillor Keith Wakefield

Leader of the Morley Borough
Independent Group

Councillor Robert Finnigan

Advisory Member

Councillor Judith Blake

EXECUTIVE BOARD

WEDNESDAY, 13TH JUNE, 2007

PRESENT: Councillor M Harris in the Chair

Councillors R Brett, A Carter, J L Carter,
R Finnigan, R Harker, P Harrand, S Smith,
K Wakefield and J Blake

Councillor Blake – Non-voting Advisory Member

1 **Late Items**

There were no late items but supplementary/additional information was provided since the despatch of the agenda as follows:

- Minute 9 - Additional supplementary information in relation to consultations and discussions undertaken contained in a report circulated on 11th June 2007 and a further report tabled at this meeting.
- Minute 11 - The current draft of the Council Plan 2007/08 document tabled at this meeting.
- Minute 14 - The Children and Young People's Plan Review document circulated on 7th June 2007.
- Minute 19 - A revised version of appendix 2 to the report tabled at this meeting.

2 **Exclusion of Public**

RESOLVED – That the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of the exempt information so designated as follows:

- (a) The appendix to the report referred to in minute 10 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information as disclosure would, or would be likely to, prejudice the commercial interests of the Council, disclosure of costs and details about the relationships between parties could prejudice the Council's position in dealing with claims and future negotiations. Maintaining the exemption protects the Council's negotiating position and prevents potential wasteful public expenditure.

3 **Declaration of Interests**

Draft minutes to be approved at the meeting
to be held on Wednesday, 4th July, 2007

Councillor Wakefield declared a personal interest in the item relating to the Review of 14-19 provision in Leeds as a member of the Learning and Skills Council.

Councillor Finnigan declared a personal interest in the same item as a governor of Joseph Priestley College.

4 Chair's Announcements

- (a) The Chair reported that Paul Rogerson, the Chief Executive was not present at the meeting by reason of the investiture of his award of Commander of the British Empire on this same day. The Board expressed congratulations to Mr Rogerson upon his receipt of the award which reflected upon his services to the City and the region.
- (b) The Chair announced that the Council had on the day of this meeting received an award from CIPFA in respect of its financial reporting arrangements.
- (c) The Chair welcomed Councillor Finnigan to his first meeting of the Board.

5 Minutes

RESOLVED - That the minutes of the meeting held on 16th May 2007 be approved.

CHILDREN'S SERVICES

6 Review of 14 - 19 Provision in Leeds

Further to minute 242 of the meeting held on 16th May 2007 the Chief Executive of Education Leeds submitted a report on progress of the review of 14-19 provision and on the proposed next stage to develop a detailed implementation plan in conjunction with key partners.

RESOLVED – That approval be given to the vision and approach outlined in the report and to the development of a detailed implementation plan based on the model proposed in the report.

7 Deputation to Council - Community Language Teaching in Leeds Secondary Schools (Sikh Welfare Trust)

The Chief Executive of Education Leeds submitted a report on the deputation to Council on 18th April 2007 regarding community language teaching in Leeds secondary schools.

RESOLVED –

- (a) That the concerns expressed by the deputation and the next steps described in the report be noted.
- (b) That a further report be brought to the Board following the conclusion of the consultation exercise currently underway.

LEISURE

8 Proposed Development of a Dance Headquarters on Quarry Hill for Northern Ballet Theatre Company and Phoenix Dance Company

Further to minute 114 of the meeting held on 15th November 2006 the Director of City Development submitted a report on the proposed development at Quarry Hill for the Northern Ballet Theatre and Phoenix Dance Company. Following consideration of the history of negotiations to date with private developers, it was concluded that partnership with a commercial developer via a developer led delivery model was unlikely to result in the required dance facilities. The report considered proposed delivery models with the Council taking the lead in the delivery of the project namely the Council acting as developer or the Council taking the lead on the project. The report also outlined the option of the Council taking no action, of relocating the proposed development or of attracting another commercial developer to the project.

RESOLVED –

- (a) That the current position regarding the proposed development of a new dance/theatre headquarters on site 1 Quarry Hill for Northern Ballet Theatre and Phoenix Dance Company at a total estimated cost of £11,675,000 be noted.
- (b) That support be given to the principle of a revised delivery mechanism to be pursued for the development of a new dance/theatre headquarters on site 1 Quarry Hill for use by Northern Ballet Theatre and Phoenix Dance Company, the specific mechanism to be agreed by the Director of City Development under the Council's scheme of delegation
- (c) That an additional £7,025,000 be injected into the Capital Programme for expenditure on the proposed development of a new dance/theatre headquarters, to be funded by a grant of £3,560,000 from Arts Council England, £400,000 from Northern Ballet Theatre and an additional contribution of £3,065,000 from the City Council.
- (d) That additional expenditure of £7,025,000 on the proposed development of a new dance/theatre headquarters on site 1 Quarry Hill for use by Northern Ballet Theatre and Phoenix Dance Company be authorised.
- (e) That the thanks of the Board be conveyed to those officers involved in the progression of this development since its first inception.

(Under the provisions of Council Procedure Rule 16.5 Councillor Finnigan required it to be recorded that he voted against this decision).

9 River Safety Management at Wharfemeadows Park, Manor Park and Tittybottle Park, Otley

Further to minute 241 of the meeting held on 16th May 2007 the Chief Recreation Officer and Assistant Chief Executive (Corporate Governance) submitted a report presenting the previous report on the need for water safety measures at the above location, on public meetings held and on the intention to circulate a further report to the Board following a display of the options at Otley Civic Centre on 8th June 2007.

Draft minutes to be approved at the meeting
to be held on Wednesday, 4th July, 2007

Further reports as referred to in minute 1 were also considered.

RESOLVED –

- (a) That the scheme to erect signage and to fence parts of the parks adjacent to the River Wharfe as detailed graphically in Appendix four to the report submitted to the Board on 16th May 2007 be implemented as soon as is practically possible.
- (b) That the height, design and colour of the fencing be as described in the report tabled at this meeting following the recent consultation exercise.

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

10 Swimming and Diving Centre, John Charles Centre for Sport

Further to minute 127 of the meeting held on 13th December 2006 the Director of City Development submitted a report on the anticipated final budget shortfall in respect of the above scheme, on the work areas that have contributed to the shortfall, the reasons and the actions taken and being undertaken, to try and reduce the anticipated shortfall.

Following consideration of the appendix to the report designated exempt under Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED – That the recommendations identifying funding to meet the anticipated final budget shortfall, as contained in the exempt appendix to the report, be approved.

CENTRAL AND CORPORATE

11 The Council Plan 2007/08

The Chief Officer Executive Support submitted a report on the production of the Council's Best Value Performance Plan – the Council Plan 2007/08 to be submitted to the Council meeting on 20th June 2007 for approval to publish on 30th June 2007.

Copies of the current draft of the Plan were circulated at the meeting.

RESOLVED – That Council be recommended:

- (a) To approve the Council Plan to allow publication by 30th June 2007
- (b) To authorise the Chief Executive to upgrade and complete the Council Plan with any outstanding information prior to its publication on 30th June 2007
- (c) To authorise the Executive to make any necessary in-year amendments to the Council Plan subject to the amendments being reported to the next available Council meeting.

12 Performance Outturn 2006/07

The Director of Resources submitted a report on the Council's financial performance for the year ending 31st March 2007 prior to the submission of the annual accounts to the Corporate Governance and Audit Committee for approval, and subject to audit.

RESOLVED – That the report be noted and that approval be given to the creation of an earmarked reserve and an injection to the capital programme in respect of the Housing Revenue Account as detailed in paragraph 7.8 of the submitted report.

DEVELOPMENT AND REGENERATION

13 EASEL Area Action Plan Preferred Options

The Director of City Development submitted a report on proposals to consult on the Preferred Options for the EASEL Area Action Plan.

The report detailed actions taken to date to arrive at the Council's preferred options and presented the Council's response to comments received on the Alternative Options consultation, the summary of the Area Action Plan Sustainability Appraisal Report and the preferred options development plan document.

RESOLVED –

- (a) That the outcome of the informal consultation undertaken as part of the preparation of the Preferred Options be noted
- (b) That the East and South East Leeds Preferred Options be approved for publication together with its Sustainability Appraisal Summary Report and other supporting documents and that representations be formally invited between 18th and 30th July 2007.

CHILDREN'S SERVICES

14 The 2007 Review of the Children and Young People's Plan and the Annual Performance Assessment

The Director of Children's Services submitted a report on the 2007 Review of the Children and Young People's Plan.

A copy of the revised Plan had been circulated subsequent to the despatch of the agenda.

RESOLVED –

- (a) That the Children and Young People's Plan Review be approved as necessary in year amendments to the Plan and those amendments be reported for information to the next meeting of the Council.
- (b) That the final document be submitted to the next meeting of this Board for information.

15 The Future of Youth Services in Leeds

The Director of Children's Services submitted a report on the implications of the Education and Inspections Act 2006 for youth services in Leeds.

RESOLVED –

- (a) That an Integrated Youth Support Service as described in the report, be established in Leeds as from April 2008
- (b) That approval be given to the full integration of Leeds Youth Service and the localised Connexions Service into the Integrated Youth Support Service as part of a wider universal offer for 0-19 year olds.
- (c) That the Director of Children's Services progress all aspects set out in the report for the integration of services for young people.
- (d) That 2007/08 be regarded as a year of transition and change.

16 Design and Cost Report - New Wortley Children's Centre

The Acting Chief Officer for Early Years and Youth Services submitted a report on the construction of an extension to the existing Castleton Primary School to create New Wortley Children's Centre.

RESOLVED – That approval be given to the transfer of £935,000 from the Phase 2 Children's Centre Parent Scheme 12394 and that authority be given to incur expenditure of £768,000 on construction, £40,000 on equipment and £127,000 on fees.

17 Primary Review - Guiseley Primary Planning Area

The Chief Executive of Education Leeds submitted a report on the outcome of a review of primary provision in the Guiseley Planning Area.

The report presented options which had been considered as follows:

- 1 Increase the admissions number at both Guiseley Infant School and St Oswald's Junior School from 80 to 90 with effect from September 2009
- 2 Expand provision at either Tranmere Park or Hawksworth
- 3 Expand provision in Queensway
- 4 Convert both Guiseley Infants School and St Oswald's Junior School into through primaries (either 1.5FE or 2FE)

RESOLVED – That the choice of Option 1, with consultation taking place through the Annual Admissions process, be noted

18 Primary Review - Wetherby Primary Planning Area

The Chief Executive of Education Leeds submitted a report on the outcome of a review of primary provision in the Wetherby Planning Area.

The report presented options which had been considered as follows;

- 1 Maintain all current provision
- 2 Reduce the admissions limit of Deighton Gates Primary from 60 to 45
- 3 Reduce the admissions limit of Deighton Gates Primary from 60 to 30

- 4 Amalgamation of Deighton Gates with Crossley Street to form a 2 form entry school
- 5 Amalgamation of Deighton Gates with St James CE (VC) to form a 2 form entry school

RESOLVED – That the choice of option 1 be noted

19 Amendments to Home to School Transport Policy

The Chief Executive of Education Leeds submitted a report on proposed amendments to the Home to School Transport Policy in accordance with the Education and Inspections Act 2006 to be implemented from September 2008.

A revised version of appendix 2 to the report was circulated at the meeting.

RESOLVED – That the report be noted and that the revised policy, as contained in the tabled appendix 2 to the report, be approved for implementation.

DATE OF PUBLICATION: 15TH JUNE 2007
LAST DATE FOR CALL IN : 22ND JUNE 2007

(Scrutiny Support will notify Directors of any items called in by 12.00 noon on Monday 25th June 2007)

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Leeds Admissions Forum

19th April, 2007

PRESENT:

Councillor P Gruen
Councillor M Coulson
Mrs S Knights – Parent Governor (Special)
Mr I Faulkinham – Parent Governor(High)
Mr J Young – Igen
Mr R Finnigan – RC Diocese
Mrs T Richardson – Social Services
Mr D Shipley – Community School Representative
Mr B Stott – Community School Representative
Mrs S Redding – Aided School Representative
Mrs D Wood – Controlled School Representative
Mr J Steel – (School Member)

OFFICERS

Mrs R Vahey – Education Leeds
Mrs V Buckland – Education Leeds
Mr C Wrench – Education Leeds
Mrs D Leonard – Legal Services
Miss L Pilgrim – Governance Services
Mr J Grieve – Governance Services

54 ELECTION OF CHAIR AND VICE CHAIR

The Secretary to the Forum submitted a report explaining the process for electing the Chair and Vice Chair to the Leeds Admission Forum.

The Secretary to the Forum sought nominations for the position of Chair. Sue Knights nominated Councillor Gruen. Bob Stott seconded the proposal

RESOLVED – That Councillor Peter Gruen be elected Chair of Leeds Admissions Forum for a one year period concluding April 2008.

(Councillor Gruen assumed the Chair)

The Secretary to the Forum sought nominations for the position of Vice Chair. Councillor Gruen nominated Sue Knights. Councillor Coulson seconded the proposal

RESOLVED – That Sue Knights be elected Vice Chair of Leeds Admissions Forum for a one year period concluding April 2008

55 ELECTION OF CHAIR AND VICE CHAIR OF THE CHALLENGING AND VULNERABLE CHILDREN SUB COMMITTEE

The Secretary to the Forum submitted a report explaining the process for electing the Chair and Vice Chair to the Challenging and Vulnerable Children's Sub Committee.

The Secretary to the Forum sought nominations for the position of Chair. Councillor Gruen nominated Bob Stott. Sue Knights seconded the proposal

RESOLVED – That Bob Stott be elected Chair of the Challenging and Vulnerable Children's Sub Committee for a one year period concluding April 2008.

The Secretary to the Forum sought nominations for the position of Vice Chair. Bob Stott nominated Vivian West. Councillor Gruen seconded the proposal

RESOLVED – That Vivian West be elected Vice Chair of Leeds Admissions Forum for a one year period concluding April 2008

56 CHAIR'S OPENING REMARKS

The Chair began by thanking Forum Members for their support on his reappointment as Chair. In commenting upon the work of the Forum the Chair said it was very much an advocacy roll, challenging Education Leeds for the benefit of parents and communities. Non performing schools would be made more accountable. The introduction of a work program would assist the Forum in scrutinising particular issues and developing models of best practice.

57 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Harker, Councillor Shelbrooke, Mrs F Beevers, Mrs E McAllister, Mr P Forbes, Ms. P Hill, Mrs. V. West and Mr. J. Daulby.

58 MEMBERSHIP OF LEEDS ADMISSIONS FORUM

The Secretary to the Forum submitted a report outlining the current position on membership of the Forum and invited nominations from the core membership for further members. The Secretary informed the Forum of new appointments recently been made by the authority:

- Mr. J. Steel - Head teacher Prince Henrys Grammar School (Schools Member).
- Mr. J. Daulby - Head teacher John Smeaton High School (Schools Member).
- Mrs. E. McAlister - Head teacher Brodetsky Primary School to replace the previous Headteacher (Schools Group)
- Mr. J. Young - Operations Manager of igen (Local Community Representative Vacancy).

Two nominations were also presented to the Forum under the category of 'Other Members'. for appointment. Mr. J . Faulkingham was a governor of NW SILC and Mrs. L. Bryant was a member of the delegation from Colton Parents Primary school which had previously attended a meeting of the Forum. The Secretary advised the Chair that Mrs Bryant was unable to take up the Vacancy on the Forum for 'Primary School Governor' as she was not a Member of the Education Scrutiny Board. The Forum noted that there was no representative from any of the Further Education (FE) Colleges despite approaches made to the colleges in the past. It was agreed that the FE colleges should be contacted again to allow for their input into the 14-19 review. A Member of the Forum suggested that John Fryer from the North West Management Board should be contacted to join the Forum and that expressions of interest should be invited from foster carers. The Chair suggested that other vacancies on the Forum should be advertised and asked Members to advise the Secretary of appropriate candidates for Membership of the Forum.

RESOLVED -

- i. To note the appointment onto the Forum of Mrs E McAllister (Jewish Aided School Representative) and Mr J Young (Local Community Representative)
- ii. That the recommendation that Mr. J. Faulkingham and Mrs. L. Bryant be appointed as 'Other Members' be approved.
- iii. That Further Education Colleges be invited to nominate a representative to the Forum. Any nominations should be directed to the Secretary to the Forum in the first instance.

59 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 6th February 2007 were considered by the Forum. In passing comment Mr. Young advised that his first name had been spelt incorrectly and Miss. Wood indicated that she had been present at the meeting.

RESOLVED - That subject to the inclusion of the above amendments the minutes of the last meeting of Leeds Admissions Forum held on 6th February 2007 be approved as a correct record.

60 MATTERS ARISING

Viv Buckland advised that in relation to minute 43 that all Colton Primary School children had been offered a school of their preference and it was hoped the same would happen for the next admissions round.

With regard to minute 47 Chris Wrench advised the Forum that there were no problems, in principle, of including SILCs in the online application process. This would be picked up in the review into the admissions process for SILCs.

The Forum was advised that the Executive Board had not approved the Admissions' Forum recommendation to break the link between siblings going into the sixth form

and those transferring into year 7. The Secretary reminded that Forum that their role was advisory and that the Executive Board was entitled to reject the Forum's recommendations. The Executive Board recommended that 'the proposal to break the sibling link when the older child is in the sixth form be not approved and that Education Leeds be requested to give further considerations as to how difficulties in administering the current arrangements might be more appropriately addressed'. It was the wish of the Forum that further information be obtained as to why the proposal was rejected and reported back to the next meeting.

RESOLVED - That further information be obtained as to why the proposal was rejected and reported back to the next meeting.

61 VOLUNTARY AIDED ADMISSIONS POLICY SUB-COMMITTEE

The minutes of the last meeting of the Voluntary Aided Schools Admission Policies Sub-Committee held on 19th February 2007 were considered by the Forum. In passing comment Mr. Wrench said that schools had until the end of April to send a finalised copy of their admissions policies and that these would be discussed at the next meeting of the Sub-Committee. The policies would be brought back to the Forum if there were any areas of concern.

RESOLVED - That the Minutes be noted.

62 VOLUNTARY AIDED SCHOOL ADMISSION POLICIES SUB-COMMITTEE MINUTES

The Forum received a report which provided an update on the progress made by the Voluntary Aided Admissions Policy Sub-Committee. Addressing the report Chris Wrench informed Members of a correction to the report indicating that Ripon and York was a Church of England Diocese and not Catholic. Mr. Wrench suggested that the final report would be submitted to the next meeting of the Forum..

RESOLVED - That the successful work of the Sub-Committee and comprehensive advice given to voluntary aided schools be noted.

63 CHALLENGING AND VULNERABLE CHILDREN'S SUB COMMITTEE

The minutes of the last meeting of the Challenging and Vulnerable Children's Sub-Committee held on 15th March 2007 were submitted for Members information. The Chair of the Sub Committee, Mr. Stott reported that a Secondary Inclusion Panel for the East wedge had since been established and would have its first meeting in May 2007. Commented on minute 27, Mr Stott said that local authorities were required to have implemented their In Year Fair Access Protocol (formerly Hard to Place Pupil Protocol) by September 2007. It was reported that data on permanently excluded pupils and children missing from education a report would be submitted to the Forum in the future.

RESOLVED - That the minutes of the Challenging and Vulnerable Children's Sub-Committee be noted.

64 UPDATE ON THE CURRENT ADMISSIONS ROUND

The Chair welcomed Amy Williamson, Choice Adviser, Education Leeds to her first meeting of the Forum. Miss. Williamson outlined her role in assisting parents with the transfer of pupils to year 7. Although her role did not involve attending the Appeals she was available to provide advice on the procedures followed and the preparation of their case. Improved links had been made with head teachers at primary schools and parents. Viv Buckland advised that the service which was provided by Amy complimented the work carried out in the Admissions Team and there had been a significant decrease in the number of parents who did not return their common preference form within the deadline. The Forum welcomed the work of the Choice Adviser as a positive step which aided parents in both the transfer and appeals process.

Viv Buckland presented a report which provided a summary of the admissions round in 2007. The Admissions Policy had been amended in respect to children who lived outside of the Leeds Boundary. Previously a child from another district was a priority for a Leeds school if it was their nearest Leeds school despite the fact that they may have lived closer to a school in their own district. Extra district children who had a closer school in their own authority now only qualified under the distance criteria the same way that Leeds children did. This had a noticeable affect on Woodkirk and Priesthorpe High Schools where 35 and 22 Leeds children were offered places under the new policy who would not have received the places under the old policy.

The Forum was advised that all children in the south of the city had received a place at a south Leeds school due to schools agreeing to over allocate for this year. The Authority was unable to allocate all nearest children to Roundhay and Temple Moor. All children in the Colton area had been allocated either Temple Moor or Garforth and both Boston Spa and Brigshaw had filled due to placements which indicated the decline in demographics as both schools remain popular and successful.

Primrose had proved very popular and not all nearest children had been allocated a place at the school. Children who had failed to get a place were allocated to the next nearest school with places, if parents preference could not be met, which was usually City of Leeds.

Education Leeds were in the process of undertaking research in east Leeds to establish if property prices play a significant part in the ability to obtain a place at an oversubscribed school. The work was required as the new School Admissions Code required local authorities to consider this factor where places are allocated on a distance based policy. A report would follow once the research had been completed.

A letter from North Yorkshire County Council, attached to the report, clarified an issue which the Forum had raised with the North Yorkshires Admissions Policy which appeared to operate a 1st preference first policy. The letter clarified that the Authority operated an equal preference policy.

RESOLVED - That the positive improvements to the admissions round be noted and welcomed.

65 UPDATE OF THE ADMISSIONS CODE OF PRACTICE

The Forum considered a report which provided an update on the major changes introduced by new School Admissions Code. The Education and Inspections Act 2006 required that all local authorities should promote fair access to educational opportunities, promote high standards and the fulfilment by every child of their educational potential, secure choice and diversity and to respond to parental representations. The impetus of the new Code was to ensure 'fair access'. The report outlined a number of practical changes that both schools and Education Leeds would need to implement to conform to the new changes such as details regarding when a child must be included on roll at a new school. The new Code states that a child must be included in a school's admission register from the beginning of the first day on which the school has agreed, or been notified, that the child would attend the school. Admissions authorities are also required to ensure that for primary schools siblings (including twins and triplets etc.) could attend the same school as long as they comply with infant class size regulations. Previously the local authority was able to allow twins a place within the regulations on the basis that it was not a reasonable decision to split them. Education Leeds would provide a report on any amendments required to the admissions policy at a future meeting.

RESOLVED –

- i. That the contents of the report be noted.
- ii. That Education Leeds be instructed to re-examine the Council's current admission policy in the light of fair access and to report back to a future meeting.

66 IN YEAR FAIR ACCESS PROTOCOLS

The Forum received a report from Education Leeds which advised on the implementation of the In Year Fair Access Protocol (formerly the Hard To Place Protocol). All local authorities were required to have such a protocol in place by September 2007 and significant progress had been made with in Leeds in developing this protocol with relevant agencies.

The Protocol would be monitored by the Challenging and Vulnerable Children's Sub-Committee. Members would receive information in relation to the number of children covered in each area of the protocol, how quickly those children were allocated spaces in schools and the distribution across schools. Bob Stott, Chair of the Sub-Committee, advised the Forum that admissions to Pupil Referral Units (PRUs) were dealt with separately to other schools but it was hoped that Area Management Boards could evolve to have an improved relationship with the PRUs in order to obtain places. The Admissions Forum would receive regular updates from the Sub-Committee on its findings in order to assist the Forum in its role.

RESOLVED –

- i. That the very positive progress made with schools in the introduction of the Fair Access Protocol be noted
- ii. That the information proposed to assist the Forum in carrying out it's duties be welcomed.

67 FAIR BANDING

The Forum received a report from Viv Buckland which provided information on banding which was one of the permitted oversubscription criteria that admission authorities could use according to the new School Admissions Code. There were a number of variations of banding which could be used and Education Leeds were currently completing a modelling exercise based on the criteria used by the David Young Community Academy (DYCA). The DYCA utilised varied size bands and reflected the range of ability of the applicants to the school.

The initial output from the modelling indicated that the number of pupils who would be allocated their first preference would drop to 25% (this figure was lower for certain ethnic groups). There was little affect on the allocation of children in receipt of Free School Meals. The Forum was advised that it was too early in the modelling stage to provide a conclusive report on how such a policy would affect Leeds. A number of other alternative policies were in the process of being modelled to try to improve fair access for children. A future report would be submitted to the Forum in due course.

RESOLVED – To note the information presented on Fair Banding and that further information would be presented to a future meeting

68 DRAFT ADMISSION FORUM WORK PROGRAMME FOR 2007 AND 2008

The Forum received a work programme for the forthcoming meetings of this municipal year. The Admissions Code had been split up in order to provide reports to the Forum as information became available from the DfES. Items would be added as further information became available.

RESOLVED - That the Draft Work Programme for 2007/08 be approved and adopted

69 ANY OTHER BUSINESS

School Admission Appeals

The Chair, in referring to the school admission appeal process enquired as to the number of requests for admission appeals into reception year and year 7 from September 2007. In providing a response officers reported that appeals would commence in late April. In terms of numbers, request for appeals were still been received but it was anticipated it would be a similar number to that of the previous

Draft minutes to be approved at the meeting
to be held on Date Not Specified

year approximately 1500. Roundhay High School continued to be a very popular school with 8 days of appeals scheduled and Pudsey Grangefield High School had 6 days of appeals scheduled. A further update would be provided at the next meeting.

70 DATE AND TIME OF NEXT MEETING

RESOLVED – That future meetings of the Leeds Admission Forum be scheduled as follows:

Wednesday 26th September 2007

Tuesday 26th February 2008

Wednesday 23rd April 2008

All meetings to commence at 4.00pm in the Civic Hall, Leeds.