



---

## SCRUTINY BOARD (CHILDREN'S SERVICES)

---

Meeting to be held in Civic Hall, Leeds on  
Thursday, 6th December, 2007 at 10.00 am

*(A pre-meeting will take place for ALL members of the Board at 9.30 am)*

---

### 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 I Falkingham	-	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
Ms J Morris-Boam	-	Leeds VOICE Children and Young People Services Forum Representative
Ms T Kayani	-	Leeds Youth Work Partnership Representative

---

**Agenda compiled by:**  
**Telephone:**  
**Governance Services**  
**Civic Hall**  
**LEEDS LS1 1UR**

**Gerard Watson**  
**247 4325**

**Principal Scrutiny Advisor:**  
**Kate Arscott**  
**Tel: 247 4189**

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXCLUSION OF THE PUBLIC</b></p> <p>To identify items where resolutions may be moved to exclude the public</p>	
3			<p><b>LATE ITEMS</b></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><b>DECLARATION OF INTERESTS</b></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><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence from the meeting</p>	
6			<p><b>MINUTES OF PREVIOUS MEETING - 8TH NOVEMBER 2007</b></p> <p>To receive and approve the minutes of the previous meeting held on 8<sup>th</sup> November 2007</p>	1 - 12

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			<p><b>MINUTES OF THE OVERVIEW AND SCRUTINY COMMITTEE</b></p> <p>To note the minutes of the Overview and Scrutiny Committee meeting held on 9<sup>th</sup> October 2007</p>	13 - 18
8			<p><b>SUPPORT FOR PARENTS AND FAMILIES IN LEEDS</b></p> <p>To consider a report from the Director of Children's Services which introduces the new Family Support and Parenting Strategy for Leeds, in addition to providing the Board with a brief overview of the work undertaken by the Parent Partnership service</p>	19 - 38
9			<p><b>YOUNG PEOPLE'S SCRUTINY FORUM</b></p> <p>To receive a report from the Head of Scrutiny and Member Development which updates the Board on the progress being made in relation to the level of young people's participation in the scrutiny process</p>	39 - 40
10			<p><b>EDUCATION STANDARDS - DRAFT TERMS OF REFERENCE</b></p> <p>To consider a report from the Head of Scrutiny and Member Development which sets out and invites the Board to approve draft terms of reference for the Scrutiny Board's inquiry into education standards</p> <p>(Draft terms of reference to follow)</p>	41 - 42
11			<p><b>WORK PROGRAMME</b></p> <p>To receive a report from the Head of Scrutiny and Member Development which details the Scrutiny Board's Work Programme for the remainder of the municipal year</p>	43 - 64

Item No	Ward/Equal Opportunities	Item Not Open		Page No
12			<p><b>INQUIRY INTO SERVICES FOR 8-13 YEAR OLDS</b></p> <p>To consider a report from the Head of Scrutiny and Member Development which details the evidence to be considered as part of the third and fourth formal sessions of the Scrutiny Board's inquiry into services for 8-13 year olds</p>	65 - 158
13			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Thursday, 17<sup>th</sup> January 2008 at 10.00 a.m. in the Civic Hall, Leeds</p> <p>(Please note that a pre-meeting is scheduled for all members of the Board at 9.30 a.m.)</p>	

# Agenda Item 6

## SCRUTINY BOARD (CHILDREN'S SERVICES)

THURSDAY, 8TH NOVEMBER, 2007

**PRESENT:** Councillor W Hyde in the Chair

Councillors J Chapman, J Elliott, R Harington,  
A Lamb, B Lancaster, T Murray and K Renshaw

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

Mr E A Britten	- Church Representative (Catholic)
Prof P H J H Gosden	- Church Representative (Church of England)
Mr I Falkingham	- Parent Governor Representative (Special)
Mrs S Knights	- Parent Governor Representative (Primary)

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

Ms C Foote	- Teacher Representative
------------	--------------------------

### 50 Chair's Opening Remarks

The Chair welcomed all in attendance to the November meeting of the Scrutiny Board (Children's Services).

### 51 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda a report outlining a range of adoption related data from the past six months, which had been requested by the Scrutiny Board, and was to be considered as part of agenda item 10, entitled, 'Recommendation Tracking'.

The report was unavailable at the time of the agenda despatch, and needed to be considered as part of agenda item 10 (Minute No. 58 refers).

### 52 Declarations of Interest

Councillor Murray declared a personal interest in relation to agenda item 8 entitled, 'Performance Management Quarter 2 2007/2008', due to his wife's position as a Reviewing Officer for Social Services, and a personal interest in relation to agenda item 13, entitled, 'Review of 14-19 Education and Training Provision in Leeds', due to being Chief Executive of the Learning Partnerships organisation (Minute Nos. 56 and 61 refer).

Councillor Chapman declared a personal interest in relation to agenda item 16, entitled, 'Work Programme', due to her involvement in issues concerning the proposed fencing of playing pitches at Tinshill Recreation Ground, which was detailed within the Executive Board minutes from the meeting held on 17<sup>th</sup> October 2007 (Minute No. 64 refers)

Mr E A Britten declared a personal interest in relation to agenda item 13, entitled, 'Review of 14-19 Education and Training Provision in Leeds', due to his position as Governor of Notre Dame Sixth Form College (Minute No. 61 refers).

Further declarations of interest were made at later points in the meeting (Minute Nos. 56, 58, 60, 61 and 62 refer).

**53 Apologies for Absence**

Apologies for absence from the meeting were received on behalf of Councillors C Campbell, R D Feldman, Mr T Hales, Mrs S Hutchinson and Ms J Morris-Boam.

**54 Minutes of the Previous Meeting**

**RESOLVED** – That the minutes of the previous Scrutiny Board (Children's Services) meeting held on 11<sup>th</sup> October 2007 be approved as a correct record.

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

**RESOLVED** – That the minutes of the Overview and Scrutiny Committee meeting held on 11<sup>th</sup> September 2007 be noted.

**56 Performance Management Quarter 2 2007/2008**

The Head of Policy, Performance and Improvement submitted a report which invited the Board to consider key performance issues from quarter two of 2007/2008, which were considered to be of corporate significance for the Scrutiny Board (Children's Services). The report also advised Members of a predicted **Comprehensive Performance Assessment (CPA)** score for 2007/08.

Appended to the report was a table detailing all relevant Performance Indicators for the Board.

Councillor Richard Brett, Lead Executive Member for Children's Services, Councillor Richard Harker, Executive Member with responsibility for Learning, Rosemary Archer, Director of Children's Services, Dirk Gilleard, Deputy Chief Executive, Education Leeds, Edwina Harrison, Chief Officer, Children and Families, and Stuart Cameron-Strickland, Commissioning Manager, Performance and Quality Assurance, both of Social Care, were all in attendance to present the report and answer Members' questions.

Having received a brief summary of the key issues detailed within the report, a question and answer session ensued. The main areas of debate were as follows:-

Issues Relating to Looked After Children and Unaccompanied Asylum Seeking Children

- The Lead Executive Member for Children's Services made reference to the rise in the number of **Looked After Children** in Leeds, with particular reference being made to the recent rise in **unaccompanied asylum seeking children** who were entering the city. Members were also advised that parental mental health and parental drug misuse were common

- features in families where children had become looked after;
- Following Members' enquiries, the Board learned that as of September 2007, there were **104 unaccompanied asylum seeking children** in the authority's care, the majority of which were 16-17 year olds. The Board was then assured that every effort was made to identify such individuals, and when they came to the authority's attention, each individual was placed in the most appropriate setting for their needs;
- Members noted that latest figures showed that there were about **1,360 Looked After Children in Leeds**, which was higher than the national average. However, the Board learned that the provision for Looked After Children in Leeds was being improved via a series of initiatives, such as the recruitment of a 'virtual' Head Teacher for all Looked After Children in the city;
- The Board sought information on the number of Looked After Children in Leeds who had statements or were otherwise deemed to have special educational needs, and were advised that such information would be submitted.

#### Issues Relating to Attendance and Absenteeism

- Members made enquiries into the actions taken to reduce the number of persistent absentees in Leeds. In response, the Board noted that Education Leeds and its partners had worked with the **Department for Children, Schools and Families (DCSF)** in order to revise its approach towards attendance, however it was acknowledged that such arrangements now needed to be turned into results;
- Having emphasised the strong link between **attendance and attainment**, Members noted the actions being taken to address the issue of pupils being withdrawn from school, due to family holidays during term time;
- Having highlighted the need for **parental participation** when tackling the problem of persistent absenteeism, the Board noted that the approach taken needed to place an emphasis upon personalisation and intervention;
- Members made reference to the need for the appropriate curriculum to be delivered, in order to keep young people in attendance at school. In response, the Board learned that a curriculum was being developed, particularly in relation to Key Stage 2 and Key Stage 3, which would be delivered through an entitlement for all young people, and which would enable regular intervention to take place with individuals, whenever it was required.

#### General Observations

- In response to Members' comments regarding the decline in secondary school performance against the national minimum '**floor targets**' for **Key Stage 3**, the Board was advised that although such results did reflect the national trend, a more unified and less subject based approach was being taken to address this issue;
- The Board learned that the '**Payment for Skills**' programme aimed to recruit a greater number of foster parents in Leeds;
- In response to Members' enquiries, the Board was advised of the intention to continue to increase the provision of work based learning in Leeds;
- Members discussed the impact that a possible increase in the number of

- academies in Leeds could have in relation to school term times;
- Following Members' enquiries, the Board learned of some of the actions which were being taken to engage with and address the needs not only of the children and young people of Leeds, but also their families and the wider community.

**RESOLVED -**

- (a). That the report and information appended to the report be noted;
- (b). That the information requested by the Board be forwarded to Members for consideration.

(Councillor Lancaster declared a personal interest in relation to this item, due to her respective positions as Governor of the North West Specialist Inclusive Learning Centre (SILC) and Governor of Carr Manor High School)

(Mrs S Knights declared a personal interest in relation to this item, due to being a foster parent)

- 57 Children's Services and the Children and Young People's Plan - Update**
- Further to Minute No. 33, 13<sup>th</sup> September 2007, the Board received a report from the Director of Children's Services which updated Members on several key areas of work being undertaken across children's services, and provided an overview of the progress made in relation to the **Children and Young People's Plan (CYPP)** for Leeds. In order to assist the Board in monitoring the progress made in relation to the delivery of the CYPP's priorities, the report focussed upon two of the CYPP's priorities: reducing teenage conception; and enabling the engagement of parents and young learners in early years and primary schools.

Appended to the report was a chart illustrating Leeds' Children Trust arrangements, in addition to Leeds' CYPP priorities.

Councillor Richard Brett, Lead Executive Member for Children's Services, Rosemary Archer, Director of Children's Services, Stephanie Taylor, Parent Partnership Officer, Education Leeds, Andrea Richardson, Quality and Standards Manager, Early Years, and Martin Ford, Head of Commissioning – Children and Maternity Services, Leeds Primary Care Trust, were all in attendance to answer Members' questions.

Having received a summary of the key issues detailed within the report, a question and answer session ensued. The main areas of debate were as follows:-

Issues Relating to Parental Participation

- With reference to the priorities of the CYPP, Members emphasised the need to ensure effective **parental participation** when pursuing such priorities, which needed to be undertaken in a multi agency way, in order to address the needs not just of young people, but of the whole family;
- Members made enquiries into the existence of performance related data concerning the work which had been undertaken in relation to the engagement of parents and young learners in early years and primary



schools. Having made reference to research which had been carried out by Durham University on the outcomes achieved by the **Surestart programme**, Members were advised that relevant data would be submitted to the Board for information.

#### General Observations

- Members highlighted the need for Leeds to continue to publish a plan which was dedicated to all issues and priorities concerning children's services, rather than such issues being subsumed within a larger, strategic plan. In response, the Board was assured that there continued to be a statutory requirement to publish a dedicated CYPP, and noted that discussions were currently ongoing on the most appropriate way to incorporate these issues within the **Leeds Strategic Plan**;
- The Lead Executive Member for Children's Services made reference to the fact that approximately 500 young people from the 8,000 in each Year 11 cohort were identified as **disengaged**. He suggested that this was a cross-cutting issue which needed to be addressed in a multi-agency way, and a matter which the Board may wish to consider in the future;
- With regard to the **levels of teenage conception in Leeds**, Members were advised that Scrutiny Board (Health and Adult Social Care) were currently undertaking a piece of work on this issue, and that following an invitation from that Scrutiny Board, Councillor Lancaster had been nominated to participate in the piece of work, as a representative of Scrutiny Board (Children's Services).

#### **RESOLVED –**

- (a). That the report and information appended to the report be noted;
- (b). That the information requested by the Board be forwarded to Members for consideration.

#### **58 Recommendation Tracking**

The Board considered a report from the Head of Scrutiny and Member Development which provided Members with an opportunity to monitor the progress of recommendations which had been previously made by the Board, in line with the new, more formal system of recommendation tracking which had been adopted by Overview and Scrutiny Committee.

Appended to the report for Members' information was a flow chart which helped Members classify and consider the progress of its recommendations, in addition to a table summarising the current position of all relevant recommendations. In addition, a report which summarised a range of adoption related data from the past six months had been circulated to Members prior to the meeting.

Rodger Walker, Resources Team Manager - Children's Social Care, was in attendance to answer Members' questions.

Members emphasised the need to promote the work undertaken by **Adoption Panels** in Leeds, and suggested that more could be done to encourage

Elected Members' involvement in such panels, for example by encouraging them to observe a Panel meeting.

With regard to the Board's inquiry into **adoption in Leeds**, Members received an update on the progress which was being made in relation to the issues raised by Members during the inquiry, with particular reference being made to the time taken for the judicial processes in adoption cases to be completed.

**RESOLVED –**

- (a). That the report and information appended to the report be noted;
- (b). That the status of each recommendation be agreed as set out within the report;
- (c). That it be agreed for the Inclusion Working Group, initially established to consider the objectives of the Inclusion Strategy, to consider an update on the progress made against the recommendations of the SILCs Inquiry.

(Councillor Lancaster declared a personal interest in relation to this item, due to her position as Chair of the Foster Carers' Liaison Group, and due to her position on the Elmete Adoption Panel)

**59 Request for Scrutiny**

A report was submitted by the Head of Scrutiny and Member Development detailing a request for scrutiny which had been received from Executive Board. The request related to the processes currently in place to initially publish Key Stage 4 results, with a view to ensuring that the level of risk that incorrect results may be published was minimised.

Councillor Richard Harker, Executive Member with responsibility for Learning, Dirk Gilleard, Deputy Chief Executive, and Gary Milner, 14-19 Strategy Co-ordinator, both of Education Leeds, were in attendance to answer Members' questions.

Members noted that on 17<sup>th</sup> October 2007, Executive Board considered a report relating to the progress being made at South Leeds High School. Having noted the 2007 GCSE results for the school which had been detailed within the report, Executive Board highlighted an inconsistency in the provisional results which had been published in August, and requested that the Scrutiny Board examined the processes whereby Key Stage 4 results were initially published, with a view to ensuring that the level of risk that incorrect results may be published was minimised.

In considering the request, the Board noted that an explanation for the discrepancy between the initial provisional results and the published results had been subsequently provided to Executive Board Members. The Board learned that the discrepancy had been due to a recent change in the national criteria, whereby English and Maths results were only counted at GCSE level, and not equivalent qualifications. The two schools involved had initially reported the equivalent qualifications.

Having noted the explanation for the miscalculation, a question and answer session ensued. The main areas of debate were as follows:-

- Members learned that the change in criteria for recognising English and Maths qualifications would last until 2010, when the accreditation for **'functional skills'** in both subjects would include both GCSE and non GCSE qualifications;
- The Board highlighted the importance of **vocational qualifications**, raised concerns in relation to the **lack of national recognition for GCSE equivalent levels of attainment**, and recommended that locally, such results were submitted to Members in the interim period, alongside the nationally defined results;
- Members received clarification on the attainment levels required to achieve **alternative Level 2 qualifications in English and Maths**.

Having considered the explanation for the discrepancy, Members agreed that there was no requirement for the Board to undertake any further scrutiny on this matter.

#### **RESOLVED –**

- (a). That the request for scrutiny be noted, and that no further scrutiny be undertaken by the Board on this matter;
- (b). That Executive Board be invited to endorse the Board's concerns regarding the lack of national recognition for GCSE equivalent levels of attainment, in addition to the Board's recommendation that locally we continue to recognise these levels of attainment, and that such results are provided to Members in the interim period, alongside the nationally defined results.

#### **60 David Young Community Academy**

The Board received a report from the Head of Scrutiny and Member Development which sought to brief Members on the David Young Community Academy, and how it fitted into the provision of children's services in Leeds.

Appended to the report was a briefing paper on the issue, which had been submitted by Education Leeds in consultation with the Principal of the Academy.

Pat Toner, Strategic Manager, Human Resources, Education Leeds, was in attendance to present the briefing paper and answer Members' questions.

Following a brief summary of the information provided, a question and answer session ensued. The main areas of debate were as follows:-

#### Attendance Levels and Permanent Exclusions

- Members referred to the number of young people who had been **permanently excluded** from the Academy, made enquiries into the reasons for such permanent exclusions, and sought information on the destinations of those young people. In response, it was emphasised that the Academy had worked closely with the local authority on any issues relating to exclusion, and that any permanent exclusions had been for serious offences. The Board was also advised that the destinations of the permanently excluded individuals and the grounds for such exclusions

- would be submitted to the Board;
- The Board acknowledged the serious nature of the offences which had led to the permanent exclusions at the Academy, and emphasised the need for the local authority to make appropriate provision for such individuals;
- Members considered the impact that the Academy's approach towards **vocational opportunities** had on the Academy's level of permanent exclusions and attendance.

#### Timetabling and Curriculum Related Issues

- Following a discussion which related to the opportunities available at the Academy for both academic and vocational pathways, Members made enquiries into the respective status held by the alternative pathways;
- Having discussed the timetabling arrangements which had been established at the Academy, Members were advised that there was a strong expectation for pupils to attend 'session three' of the timetable, in which a range of activities were delivered.

#### General Observations

- The Board made enquiries into the levels of **trade union** support that employees of the Academy received, in addition to details of **staff turnover** at the Academy;
- In response to Members' enquiries, the Board was advised that details relating to the level of involvement that the relevant **Extended Schools Co-ordinator** had with the Academy would be submitted to the Board for information;
- Members made enquiries into the arrangements which were in place to ensure that appropriate **parental participation and engagement** was undertaken by the Academy.

In conclusion, the Board decided to schedule a further session into the work programme, with a representative of the Academy being invited to attend a future meeting of the Board, in order to provide further details.

#### **RESOLVED –**

- (a). That the report and information appended to the report be noted;
- (b). That the information requested by the Board be forwarded to Members for consideration;
- (c). That the issue of the David Young Community Academy, and how it fits into the provision of children's services in Leeds, be rescheduled into the work programme, when a representative of the David Young Community Academy was able to attend, in order to provide further details on such matters.

(Mrs S Knights declared a personal interest in relation to this item, due to her position on the North West SILC Parent's Forum)

(Councillor Renshaw left the meeting at 11.50 a.m., during the consideration of this item)

## 61 **Review of 14-19 Education and Training Provision in Leeds**

The Board received a report from the Head of Scrutiny and Member Development which updated Members on the progress made in relation to the review of 14-19 education and training provision in Leeds. The report also invited the Board to consider the formal proposals for the reorganisation of **Further Education (FE)** in Leeds, which were to be published by the **Learning and Skills Council (LSC)**.

Appended to the report was the statement of the Scrutiny Board (Children's Services) entitled, '14-19 Review of Education and Training Provision in Leeds' which had been published by the Board in April 2007, in addition to a report approved by Executive Board on 17<sup>th</sup> October 2007 entitled, 'Transforming Secondary and Post-16 Provision in Leeds'.

Councillor Richard Harker, Executive Member with responsibility for Learning, Dirk Gilleard, Deputy Chief Executive, and Gary Milner, 14-19 Strategy Co-ordinator, both of Education Leeds, in addition to Cristina George, the Learning and Skills Council's Partnership Director for Leeds, were all in attendance to answer Members' questions.

Having noted that the LSC's formal proposals were yet to be published, the LSC's Partnership Director for Leeds provided the Board with a verbal briefing on the proposals. A question and answer session then ensued. The main areas of debate were as follows:-

### Issues Concerning the Proposals for the Reorganisation of FE Provision in Leeds

- Members acknowledged the levels of support for the proposals, and enquired about the impact upon those institutions which were not involved in the reorganisation. In response, the Board noted that when a model for reorganisation had been agreed, the various sources of funding available to assist with the process would be fully utilised, in order to ensure that the most appropriate FE provision was delivered to all young people in Leeds;
- In response to Members' enquiries, the Board noted that **schools' sixth forms** would continue to play an important part in FE provision, however greater emphasis would have to be placed upon schools delivering such provision in partnership with other institutions;
- Following Members' enquiries into the FE provision which would be available for learners with **Special Educational Needs (SEN)**, the Board was told that such young people were comprehensively covered within the proposals, and that every child needed an individual learning plan, in order to maximise their chances of success;
- Members received a brief summary of Education Leeds' response to the LSC's proposals;
- The Board noted the proposed **timescales** in which the reorganisation of FE provision in Leeds would be delivered;
- Members discussed the revised **post-16 funding methodology** which was being established, and the impact that the revised funding methodology would have on the various institutions throughout Leeds.

### Issues Relating to Consultation

- Following Members' enquiries, the Board was informed that parents were part of the consultation process relating to the proposals, and that learners' views would be sought via organisations such as the **Youth Council**. Members were assured that the education and training of our young people would not be disrupted, as the reorganisation was delivered;
- Members discussed the potential geographical locations of Academies which may be established in the future, in relation to clustering arrangements.

### General Observations

- Members acknowledged the increasingly **mixed economy of education provision** in Leeds, and raised concerns in relation to the differing conditions of employment for staff delivering such provision. In response, Members noted that this issue needed to be addressed nationally, as such matters could not be approached on an individual institution basis;
- The Board discussed the extent to which there would be **democratic accountability** in respect of the partnerships which would be established as part of the arrangements for delivering education provision in the future.

In conclusion, it was proposed that as the LSC's proposals were yet to be published, the Board could not directly comment upon them, therefore Members gave their general support towards the concept of the proposed merger, as an element of the overall review of 14-19 provision in Leeds, and it was

### **RESOLVED -**

- (a). That the report and information appended to the report be noted;
- (b). That in light of the fact that the LSC's formal proposals are yet to be published, the Board's statement entitled, '14-19 Review of Education and Training Provision in Leeds', which had been published in April 2007, following the Board's earlier consideration of the 14-19 review, be re-submitted to Executive Board for consideration, and that the Board recommends that Executive Board satisfies itself that the issues raised in the statement have been adequately addressed in responding on behalf of the council to the LSC's formal proposals.

(Councillor Murray declared a personal interest in relation to this item, due to his position as Chair of Governors at Thomas Danby College)

(Councillor Lancaster left the meeting at 12.33 p.m., during the consideration of this item)

## **62 Inquiry into Fountain Primary School**

A report was submitted by the Head of Scrutiny and Member Development which sought Members' formal approval of the Scrutiny Board's inquiry report into Fountain Primary School.

A draft version of the inquiry report was appended for Members' consideration.

Draft minutes to be approved at the meeting  
to be held on Thursday, 6th December, 2007

Having agreed to include several minor amendments to the inquiry report, it was

**RESOLVED -**

- (a). That the contents of the report be noted;
- (b). That the Scrutiny Board's inquiry report into Fountain Primary School be approved, subject to the inclusion of several minor amendments as agreed by the Board at today's meeting;
- (c). That relevant officers be requested to formally respond to the Scrutiny Board's recommendations, as detailed within the report, with such responses being submitted to the Board's meeting in February 2008.

(Councillor Elliott declared a personal interest in relation to this item due to her position as a Governor of Fountain Primary School)

(Councillor Harington left the meeting at 12.50 p.m., during the consideration of this item)

**63 Education Standards - Draft Terms of Reference**

The Board considered a report from the Head of Scrutiny and Member Development which sought the Board's approval of draft terms of reference for the inquiry into education standards in Leeds.

Members were advised that the draft terms of reference were still being prepared, and it was proposed that they were submitted to the next meeting of the Board for approval.

Members highlighted the proportion of **disaffected young people in each Year 11 cohort**, an issue which had been considered earlier in the meeting, and proposed that this issue be incorporated into the draft terms of reference.

**RESOLVED** – That the draft terms of reference for the Scrutiny Board's inquiry into education standards in Leeds be submitted to the December meeting of the Scrutiny Board for Members' approval.

**64 Work Programme**

A report was submitted by the Head of Scrutiny and Member Development which detailed the Scrutiny Board's work programme for the remainder of the current municipal year.

Appended to the report for Members' information was the current version of the Board's work programme, an extract from the Forward Plan of Key Decisions for the period 1<sup>st</sup> November 2007 to 29<sup>th</sup> February 2008 which related to the Board's remit, together with the minutes from the Executive Board meeting held on 17<sup>th</sup> October 2007, in addition to the minutes from the Leeds Admissions Forum meeting held on 26<sup>th</sup> September 2007.

Members were advised that the work programme would be revised to reflect Members' requests relating to the David Young Community Academy.

Draft minutes to be approved at the meeting  
to be held on Thursday, 6th December, 2007

The Board sought an update on the working group which had been established in July 2007 to monitor the progress, and help develop a response to the recommendations detailed within the inquiry report published by the **Young People's Scrutiny Forum** entitled, 'Catching the Bus'. In response, the Board was advised that elections for the Youth Council had recently been held, and an appropriate date for the initial meeting of the working group would be sought in the near future.

**RESOLVED –**

(a). That subject to the above comments, the Board's Work Programme, as appended to the report, be approved;

(b). That Mrs S Knights be appointed to the Inclusion working group.

**65 Date and Time of Next Meeting**

Thursday, 6th December 2007 at 10.00 a.m. in the Civic Hall, Leeds.  
(Pre-meeting scheduled for 9.30 a.m.)

(The meeting concluded at 12.58 p.m.)



## OVERVIEW AND SCRUTINY COMMITTEE

TUESDAY, 9TH OCTOBER, 2007

**PRESENT:** Councillor P Grahame in the Chair  
Councillors B Anderson, S Bentley,  
S Golton, T Hanley, A McKenna, W Hyde,  
E Minkin and R Pryke

**APOLOGIES** Councillor B Gettings

### 39 Declaration of Interests

The following Member declarations of interest were made:

Agenda Item 9 (Minute No. 43 refers) – Planning Performance – Councillors Golton and Minkin – personal interests in their capacity as Members of Plans Panels.

(NB: See also later Minute Nos 44 and 45)

### 40 Minutes - 11th September 2007 and Matters Arising

The draft minutes of the meeting held on 11<sup>th</sup> September 2007 were submitted for confirmation.

- (a) Debt Rescheduling (Minute No 29 refers)  
Councillor Hanley requested that OSC Members be supplied as soon as possible with the additional information requested at the last meeting regarding an explanation of the dates that loans were taken out, paid off or rescheduled, and how this had led to accumulated savings of some £21.8m. The Head of Scrutiny and Member Development undertook to pursue this.
- (b) Work Programme and Draft Terms of Reference for Proposed Inquiries (Minute No 37 refers)  
The Head of Scrutiny and Member Development confirmed that further names had been received to join the working group, the purpose of which would be to consider terms of reference for an Inquiry into ALMOs. The working group now comprised the Chair and Councillors Anderson, Bentley, Hanley, Harrison and Pryke.

It was agreed that the Head of Scrutiny and Member Development would arrange for information supplied by the Chief Democratic Services Officer to Councillor Hanley when he was Labour Whip, relating to the operating costs of the Group Offices, to be circulated to all OSC Members.

**RESOLVED** – That the minutes of the meeting held on 11<sup>th</sup> September 2007 be confirmed as a correct record.

**41 Minutes - Executive Board, 11th September 2007**

**RESOLVED** – That the minutes of the Executive Board meeting held on 11<sup>th</sup> September 2007 be received and noted.

**42 Leeds Strategic Plan**

Further to Minute No 33, 11<sup>th</sup> September 2007, the Committee considered a report submitted by the Assistant Chief Executive (Planning, Policy and Improvement) relating to the draft strategic outcomes and proposed improvement priorities outlined in the Leeds Strategic Plan 2008-2011. The Committee also received a presentation on this subject.

Steve Clough, Head of Policy, Performance and Improvement, and Dylan Griffiths, Chief Executive's Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues raised were:-

- The need to link the budget process and the allocation of resources to the priorities and outcomes identified in the Plan and how this might be achieved;
- The importance of 'selling' the plan to the public, not just the Council and its partner agencies, and how the public could get involved and feel part of the process;
- The importance of the City's transport infrastructure seemed to be downplayed. The need for greater influence at national level was remarked upon, but also the scope for doing relatively small initiatives locally, which cumulatively would make an impact;
- A lack of reference to several issues which Members regarded as vital components of such a Strategic Plan was commented upon – pedestrians, children (too adult orientated?), tackling obesity and the link to diabetes, heart disease and strokes, substance abuse, the impact of refugees and asylum seekers on Council services;
- The role of Members in the process – (a) as 'Community Champions' and (b) as 'Leaders of Change' in terms of, for instance, planning matters and the design and quality of the built environment;
- Housing – the vast, unmet demand for social housing was commented upon. The view was expressed that this would not be addressed by proposals to build 450 so-called 'affordable' homes per annum.

**RESOLVED –**

- (a) That subject to the above broad comments and concerns expressed today, the report on the draft strategic outcomes and proposed improvement priorities for inclusion in the Leeds Strategic Plan 2008-2011 be received and noted.

- (b) That the matter be referred back to OSC at its November meeting for further comment, following consideration of the Plan by all other Scrutiny Boards in the October cycle of meetings.
- (c) That a further report on the proposed targets and performance indicators to support the improvement priorities contained in the Plan be submitted to the January OSC meeting.

### **43 Planning Performance**

Further to the Committee's Inquiry into this area carried out during the 2006/07 municipal year, culminating in the approval of a final report and recommendations at its meeting on 5<sup>th</sup> March 2007 (Minute No 87 refers), the Chief Planning Officer submitted a report updating the Committee on progress in implementing those recommendations.

Phil Crabtree, Chief Planning Officer, and Helen Cerrotti, City Development Department, attended the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:-

- The Chief Planning Officer was congratulated on the content of the report and the progress which was being made to improve planning performance;
- The Action Plan appended to the report and the make-up of the proposed cross-party Members' and officers Working Group to oversee the process and the implementation of the Action Plan. The need for the involvement of the Party Whips in establishing this Working Group was emphasised, as was the need for OSC to still be involved in the monitoring process;
- The need for greater consultation with Ward Members regarding what was regarded as a 'significant' matter which warranted referral to a Plans Panel – small, but sensitive, applications could still be regarded as significant at local level;
- The importance of developing a digital model of the City in order that the likely impact of planning proposals could be more easily understood by Members and the public;
- The greater emphasis on pre-application presentations, and the development of a protocol in this regard, were welcomed;
- The employment of 'community planning officers' at Area Committee level, such as in the North West Area, was regarded as a good investment in terms of advising local Members, developers and the public;
- The Government's perception of Leeds as a Planning Authority, and whether or not this was influencing the outcome of appeals against planning decisions;
- Whether the current balance of items referred to Plans Panels and those delegated to officers was in need of review?
- The need to improve the administration of Plans Panel meetings in terms of the timing of items, venues, monitoring Members' comings and goings and customer advice and information;

**RESOLVED –**

- (a) That the report and Action Plan, together with the Committee's comments, be referred to the Plans Panel Members for discussion and comment
- (b) That subject to the submission of regular update reports to OSC, the proposal to establish a joint cross-party Member and officer working group to monitor the Action Plan be endorsed
- (c) That OSC receive a further report in 6 months time.

(NB: Councillor Anderson left the meeting at 12 noon, towards the end of this item)

#### **44 Direct Payments**

Further to Minute No 9, 4<sup>th</sup> June 2007 and Minute No 32, 11<sup>th</sup> September 2007, the Committee received a briefing on direct payments from Mike Evans, Chief Officer - Adult Services, to assist the Committee in reaching a decision regarding whether or not to conduct an Inquiry into this issue.

In brief summary, the main issues discussed were:

- An explanation of how the current system of direct benefit payments to the public worked, which services the money could be used to purchase and why take-up in Leeds was currently low;
- Police CRB checks in relation to carers employed by recipients of direct benefit payments and the monitoring arrangements for private firms providing these kind of services;
- The current Improvement Plan introduced in April 2007 and a recent Internal Audit report on the service – OSC to receive this report and the Department's Action Plan in response to the report;
- The need for the Council to perhaps provide greater support and assistance for people wishing to claim direct payments, and the work carried out by the Armley Centre for Integrated Living to assist direct payment claimants;
- Whether the payments could be used to pay for adaptations? It was stated that more usually the payments were used to purchase pieces of equipment, rather than adaptations.

**RESOLVED** – That the Committee consider the Internal Auditor's recent report, and the Department's response, before deciding whether any further action is required and, if so, whether OSC or the Scrutiny Board (Health and Adult Social Care) should carry out an Inquiry.

- (NB: 1 Councillors Hanley and Pryke declared personal interests in this item in their capacity as members of Bramley Elderly Action and Leeds Care and Repair respectively;
- 2 Councillor Harrison left the meeting at 12.30 pm at the conclusion of this item)

## 45 Scrutiny of the Budget - Financial Health Monitoring 2007/08 - Quarter 1 Report

The Committee considered the 2007/08 Quarter 1 Financial Monitoring report of the Director of Resources, submitted to the Executive Board on 22<sup>nd</sup> August 2007. The purpose of this was to ascertain whether any areas required further scrutiny.

Doug Meeson, Chief Officer – Financial Management, was present at the meeting and responded to Members' queries and comments. In brief summary, the main issues discussed were:

- The net projected shortfall of £6m at this early stage of the financial year, and the projected savings to offset this;
- The on-going efforts to ensure that OSC's recommendations regarding the budget being linked to achieving the Council's objectives and priorities are realised;
- Disappointment was expressed at the need for the invocation of penalty clauses to the amount of £300,000 in respect of the PFI street lighting contract, due to non-compliance with agreed implementation timescales, so soon into this important project;
- The Housing Revenue Account situation, incentive payments to ALMOs in relation to the quick reletting of void properties and the redistribution to ALMOs of savings generated through a reduction in disrepair claims and bad debt costs in 2006/07. The former, void levels, had been the subject of a previous Board Inquiry, and this should be reviewed to ensure that ALMOs were reaching agreed targets. It was suggested that perhaps both these issues could be picked up as part of OSC's proposed Inquiry into ALMO related areas;
- The performance in respect of the prompt repayment of undisputed invoices. Councillor Hanley requested details of the number of disputed invoices be circulated to OSC Members – prompt payment was vital to many small local businesses;
- The Local Authority Business Growth Incentive scheme, which allowed local authorities to benefit to a degree from business expansion in their area. The current scheme was due to end in December;
- In terms of the write-off of bad debts, Mr Meeson accepted the need to produce future evidence of a downward trend in this area;
- The Council's contingency plans for meeting its commitments under the equal pay claims currently being processed, and the Government's agreement to allow local authorities to capitalise the costs and pay it back over 25 years.

**RESOLVED** – That subject to the above comments, the report of the Director of Resources be received and noted.

(NB: 1 Councillor Grahame declared a personal interest in respect of the discussion of PFI related issues in her capacity as a member of the Swardale Swarcliffe Eastwood Residents Association;

- 2 Councillor W Hyde left the meeting at 13.10 at the conclusion of this item)

#### **46 Recommendation Tracking**

The Head of Scrutiny and Member Development submitted a report providing the Committee with an overview regarding the implementation of the recommendations of previous Inquiries carried out by Scrutiny Boards and highlighting any possible areas of concern (none on this occasion).

A discussion ensued regarding the need to ensure that reports detailing progress on implementing Scrutiny Inquiry recommendations, whether by internal Departments or partner public sector organisations, gave clear and meaningful information. It was acknowledged that for their part, Scrutiny Boards should be ensuring that their recommendations were specific, measurable, achievable, realistic and time-bound.

**RESOLVED** – That the report be noted.

#### **47 Work Programme**

The Head of Scrutiny and Member Development submitted a copy of the Committee's work programme, updated to reflect decisions taken at previous meetings, together with a relevant extract from the Council's Forward Plan of Key Decisions for the period 1<sup>st</sup> October 2007 to 31<sup>st</sup> January 2008.

In response to Members' queries on the Forward Plan, the Head of Scrutiny and Member Development undertook to circulate to OSC Members further details relating to a future decision regarding lamppost advertising and further information on the proposed formation of the Garforth Schools Trust.

**RESOLVED** – That subject to the above, and any other changes necessary as a result of today's meeting, the Committee's work programme be approved.

#### **48 Dates and Times of Future Meetings**

Tuesday 6<sup>th</sup> November 2007  
Tuesday 11<sup>th</sup> December 2007  
Tuesday 8<sup>th</sup> January 2008  
Tuesday 5<sup>th</sup> February 2008  
Tuesday 11<sup>th</sup> March 2008  
Tuesday 8<sup>th</sup> April 2008

All at 10.00 am (Pre-meetings at 9.30 am)



Originator: Adam Hewitt

Tel: 0113 24 76940

---

## Report of the Director of Children's Service

### Scrutiny Board (Children's Services)

Date: 6th December 2007

### Subject: Support for Parents and Families in Leeds

---

**Electoral Wards Affected:** All

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

---

## 1.0 Purpose of Report

1.1 This report introduces the new Family Support and Parenting Strategy for Leeds, attached at appendix 1. It also gives a brief overview of the work of the Parent Partnership service, to provide a flavour of the sort of work being done with families and parents in Leeds.

## 2.0 Background

2.1 Helping parents and families to guide and support their children effectively is a key element of the remit of children's services. This is reflected in Leeds through the wide range of work that has been ongoing with parents and families for some time, through the priorities and messages within the Children and Young People's Plan, and now through the development across partners of a single 'Family Support and Parenting Strategy' for the city.

2.2 This report introduces that Strategy to members of the scrutiny board. The cover report briefly summarises the key points, with a full version attached at appendix 1. In addition, the cover report also provides a brief overview of the work of the Parent Partnership Service, which works on a practical level with parents in a wide variety of ways. The Parent Partnership service is an example of one of the many support services currently provided, which the strategy will help to increasingly co-ordinate.

2.3 Officers will be present at the scrutiny board meeting to provide both an overview of the strategy and details of Parent Partnership services, showing the relationship between the strategic direction that this area of work is taking and how this will affect services at the front line.

### 3.0 An Overview of our Family Support and Parenting Strategy

3.1 The Family Support and Parenting Strategy has been developed around the belief that parents, carers and those with parenting responsibilities are almost always the best placed people in a child's life to provide the emotional and practical support that each individual child needs.

3.2 As such, parents have been heavily involved in consultation leading to the development of the strategy. Parents and carers from a diversity of backgrounds completed a total of 335 questionnaires, helping us to better appreciate the range and levels of need across the city. Significant input from other stakeholders, including front-line staff, schools, senior leaders across our partners and elected members (a seminar was held over the summer) also helped to inform its development.

3.3 The strategy sets out the vision, principles and aims that will underpin our future work with parents. Crucially, it also clarifies the different levels of service and support parents can expect, based on their individual level of need. This is summarised below

	<b>Level of Need</b>	<b>Definition of Need</b>	<b>Level of service delivery</b>	<b>Type of Support</b>
<b>1</b>	Universal	All parent, carer and family needs met through universal provision	Universal Core Offer	Readily available support services such as self-help, information and signposting (Please see the universal offer)
<b>2</b>	Additional Needs	A parent, carer or family needing some additional support, at a particular time. Parents can self-refer, or may be directed to services	Early intervention and other targeted responses	Early intervention such as an informal drop-in, a 7-day response, a parenting course, or a Common Assessment Framework (CAF). Support may include a lead professional
<b>3</b>	Multiple Additional Needs	A family that has complex or multiple needs, requiring a targeted response from more than one service	Multiple targeted responses	Longer-term support where a lead professional brings together a range of services working to a multi-agency plan
<b>4</b>	Specialist Needs	Parents are not offering effective support to their children and are putting them at risk	Specialist	Intensive support delivered on a statutory basis



- 3.4 The strategy outlines the next steps to be taken in providing for the different levels of need detailed above, including the way that parents will be engaged in this process and the training that will be provided to support it. It focuses on the need to introduce a Parenting Unit to support this work, clarify the governance structures to take the agenda forward and introduce a commissioning plan to provide clarity and co-ordination around the future services to be provided.

#### Promoting the Strategy and Services to Parents, Carers and Families

- 3.5 A variety of work is being undertaken to raise awareness of the strategy and more importantly the services currently available for parents. A summary version of the strategy has been produced in partnership with parents and carers and includes information on where further support is available (for example the Family Hub). A major launch event also took place at Primrose High School on 27<sup>th</sup> November, at which over 40 stalls were run to showcase to parents the services available for them. More feedback from this event will be provided at the time of the scrutiny meeting.

### **4.0 An Example of our work with Parents: The Parent Partnership Service**

- 4.1 The Parent Partnership Service in Leeds is a statutory service established in accordance with the SEN Code of Practice 2001. It is situated within Education Leeds so as to provide a strong link to schools. Education Leeds does not influence the nature of the advice that the service provides to parents, but it does assist in marketing the service's work to parents and supporting the management of information it holds.
- 4.2 The Service aims to provide a first class service to parents/carers, Education Leeds, schools and other voluntary and statutory agencies. It offers expert and knowledgeable support, advice and training with particular emphasis on service information (helping parents to know what support and options are available to them), and the referral service. More recently it has also hosted the Choice Advice Service, a statutory requirement under the 2006 Education and Inspection Act.
- 4.3 The information service ensures stakeholders know that Parent Partnership is available to parents and other partner agencies to offer the support they need. It facilitates appropriate information sharing between different agencies to help coordinate services for parents and it ensures that information provided is available in different languages and formats.
- 4.4 The referral service provides a helpline from 10am to 3pm each weekday. This provides impartial and confidential advice to parents around issues concerning the individual needs and circumstances of their child, including their rights, roles and responsibilities. It supports the provision of surgeries within local areas around referral based issues and it allocates an Independent Parent Supporter for all parents that need one. The service also ensures access to the Independent Mediation Service with a view to avoiding or resolving disagreements.
- 4.5 The Choice Advice Service recognises that making the transition between primary and secondary school can be one of the most challenging times for children and their parents and that whilst many parents will be able to navigate the process effectively

there will be those who find it difficult to understand. As such, it provides guidance, information and impartial advice to help parents choose the right secondary school for their children. The service's work can include: explaining the admissions process; arranging visits to schools for parents; helping parents to fill in the necessary forms and advising on (though not attending) the appeals process.

- 4.6 Parent Partnership aims to provide a service that is flexible, accessible and targets support where it can be particularly beneficial. As such it focuses on services for parents and carers whose children have additional needs in order to empower them to play an active and informed role in their child's education. It takes a pro-active partnership approach and will therefore have a key role to play as services for parents are coordinated within the context of the new Family Support and Parenting Strategy.

## **5.0 Conclusion**

- 5.1 As the example of the Parent Partnership Service suggests, there is already a variety of very good work being done to support parents, families and carers in Leeds. It is essential that we build on this and the new Family Support and Parenting Strategy provides a framework to take this forward in a coordinated, focused way and in partnership with parents themselves.

## **6.0 Recommendation**

- 6.1 It is recommended that members note and comment on the content of this report and particularly the strategy attached at appendix 1.



Every Parent Matters

# Family support and parenting strategy

**Children Leeds**



# Contents

Foreword

Who is the family support and parenting strategy for?

Vision

- principles

- aims

Parent participation

Supporting parents at different levels of need

Needs analysis

What we need to do next

Strategic implementation

Monitoring and evaluation

Conclusion

Implementation plan

Appendices

A single document containing the six appendices to this strategy found on the Children Leeds website. [www.childrenleeds.org.uk](http://www.childrenleeds.org.uk) the following appendices:

Appendix 1 - National context

Appendix 2 - Steering group membership

Appendix 3 - Leeds City Council needs analysis

Appendix 4 - Analysis of parent questionnaires

Appendix 5 - Leeds' universal offer

Appendix 6 - Consultation response

# How you work with parents is important what you do,

## Foreword

Parents and carers are the single most important making sure that children and young people are happy, safe, successful and free from the effects of poverty.

We know that vast majority of parents want the very best for their children; and we know that every parent needs support from time to time. This document sets out how Children Leeds partnership will work together, with parents each other to make sure that services in Leeds go on to recognise and respond to every parent's needs.

We are clear about how vitally important it is to involve parents in shaping services for themselves and their children. We want to thank the parents and carers who have been involved in many different ways in developing this strategy. We have heard their insights but also some very powerful experiences. We want to thank them for their honest feedback. It is truly appreciated.

Working together with parents and carers is a key and expanding area of work for the Children Leeds partnership. We will take forward; only together can we get the very best for children and young people.

D. ...  
k. ...

# What is the family support and parenting strategy for?

The strategy is for the benefit of parents and families, for service users and for commissioners of new services. It has been developed in line with national requirements and local initiatives (see Annex 1). It accepts parenting as part of the overall approach to family support, an approach which is endorsed by the Department for Children, Schools and Families (DCSF) and where the terms 'family support' and 'parenting' are used interchangeably throughout.

## Parenting

One of the aims of the strategy, we have used the term 'parenting' to describe the role of parents, foster-carers, grandparents and other family members acting in a parenting role.

**Parenting** is about the creation and development of local services, activities, networks that support parents. These services will have outcomes that reduce stress, increase self-esteem, and capacity to nurture and protect

Supporting families requires workers to respond to their needs as a whole. They will take responsibility either for offering direct support themselves, or for signposting parents on to other agencies, ensuring that work is followed through and needs are addressed.

- **Parent support** services are any activity or facility aimed at providing information, advice and support to parents and carers to help them bring up their children.
- **Early intervention** is about providing an appropriate and respectful response as soon as a need has been recognised, regardless of a child's or young person's age, in order to prevent problems becoming more serious.

## Vision

In Leeds we want children and young people to be happy, healthy, safe, successful and free from the effects of poverty.

Parents are the main providers of the love, care and stimulation that promote the well-being of children. We want each parent to have the necessary confidence, skills, self-belief and strength to be a good parent and an effective role model for their children. We want all services in Leeds for adults and children to work with parents to make this a reality.

We want:

- to personalise our provision around need and circumstance and to do this in a participative way;
- high quality universal services for all, with targeted and specialist responses that are appropriate and proportionate;
- to wrap services around the family to ensure that we have an overall preventative approach;
- evidence of partnership so that the right people and services respond to need, locally where possible;
- safeguarding to be something that everyone does – in both the workplace and the community.

## Principles

Effective parenting is one of the strongest protective factors for a child. Good parenting is essential if children are to stay safe, be healthy, make a positive contribution, enjoy and achieve and be free from the effects of poverty. In almost all cases parents want and know what is best for their children.

In Leeds, we think positive parenting should be supported by those who:

- provide love and care to their children;
- look after their physical needs;
- support them in their development through education;
- ensure their health needs are met, including any special needs;
- help them to develop social skills and self-esteem;
- support their growth towards independence and achieving economic well-being;
- encourage them to grow up with positive values, beliefs and behaviours.

To help them in their role, all parents should:

- be valued and respected;
- be consulted about their child's needs;
- have good information about parenting that is available to them;
- have access to parenting information and support that is non-judgemental and promptly offered;
- be supported, empowered and encouraged to meet their responsibilities.

All agencies working with parents should:

- offer services that parents can access, delivered by a well-qualified workforce;
- promote choices and be responsive to the wishes of parents;
- be respectful of the diverse needs of parents when planning and delivering services;
- offer a range of appropriate interventions in response to circumstances and needs;
- deliver services that show respect for parents and their children;
- work together and coordinate services in order to avoid duplication of effort.

- provide a framework for service delivery.
- provide a means of identifying gaps in services, both locally and city-wide to assist in service commissioning.
- embed shared values, culture and principles around family support and parenting.

The strategy has been developed by a multi-agency steering group, with broad representation from parents, statutory and voluntary sectors. The steering group has been supported by a project board. Membership of both these groups is presented in Appendix 2.

support and parenting services delivered in a variety of ways a range of providers from the public and private sectors. Provision in different geographical areas, resulting in 'access' to services. In addition, services are available to all, gaps in services provided for those with complex needs.

address these issues and will: can think about different levels

different services, from across all work together to address these

## Parent participation

Page 27

- promote an environment in which parental involvement is a routine expectation.
- develop staff skills to work in a participatory way with parents.
- ensure that we have appropriate resources to support parent participation.
- recognise and address barriers to effective parent participation.

### Current position

Within its children's trust arrangements, Leeds already has a number of groups and forums for working with parents as partners at both city-wide and local level. Some of these are:

- Children Leeds parent participation sub-group.
- Every parent matters group.
- Disabled children and young people's inter-agency group.
- Parents with voices.
- Specialist inclusive learning centre (SILC)

In addition, parents are involved in a number of other ways, for example, through school governing bodies and early years' settings.

In order to embed parents effectively, we must develop clear links between parent partnership, the Children Leeds partnership, the integrated strategic commissioning the local safeguarding children board

# Supporting parents at different levels of need

In Leeds, we want to work together in a more integrated way to support families. We will work within a framework of national practice locally, regionally and nationally. We will provide a range of services and develop best practice from the most straightforward to the complex and the issues and problems families face from the most straightforward to the complex

	Level of need	Definition of need	Level of service delivery	Type of support
1	Universal	All parent, carer and family needs met through universal provision	Universal core offer	Readily available services such as self-help, information and signposting. Parent universal offer as Appendix 5
2	Additional needs	A parent, carer or family needing some additional support, at a particular time. Parents can self-refer or may be directed to services	Early intervention and other targeted responses	Early intervention through an informal drop-in response, a parent or a Common Assessment Framework (CAF) include a lead professional
3	Multiple additional needs	A family that has complex or multiple needs, requiring a targeted response from more than one service	Multiple targeted response	Longer-term support lead professional a range of services multi-agency plan
4	Specialist needs	Parents are not offering effective support to their children and are putting	Specialist	Intensive support statutory basis

# Profile analysis

## Profile

Leeds is the largest metropolitan authority in the north of England with a population of 715,000 people. There has been significant economic growth and rising prosperity in the region, with all families having benefited from this. However, there are a number of areas of poverty and deprivation in Leeds. The local authority and its partners are working to narrow the gap between these areas and the rest of the city. This is a priority. For a more detailed profile, see Appendix 3.

## Engagement with parents

Parents are the best source of information about their children and their needs. We have worked closely with parents through focus groups, surveys and also undertaken discussions with target groups of looked after children; homeless families; children with disabilities; Asian and African-Caribbean fathers. We have completed and are completing this strategy.

## Findings

Parents chose to contact us for support in the form of advice from GPs, health visitors and other professionals. In over 12's, and emotional problems in teenagers were the areas most parents wanted and needed

- schools were the most popular place for support to be available, followed by GP surgeries.
- support in the home; at a community centre; via a telephone helpline; and in children's centres or nurseries was also popular.
- fathers in particular wanted family support to be available in the home.
- 22% of parents wanted support to be available in the evenings.
- fathers showed a preference for weekend support.
- leaflets, followed by face to face contact or word of mouth were the preferred means of communication. Parents from ethnic minority backgrounds preferred this form of communication.
- web sites were particularly favoured by fathers.
- behavioural issues were noted as the most challenging aspect of being a parent.
- seeing their children growing up happy, healthy and taking pleasure in their achievements and taking pleasure in their greatest rewards.
- many parents commented on the significance and need for play and leisure opportunities for their children. They felt there were too few opportunities available at a cost they could afford.
- parents of children with disabilities identified the need for support from the moment a child was born or diagnosed, and for links into informal parent support networks, to offset potential isolation and loneliness.
- many parents made reference to their own unmet emotional needs and how they could be met by addressing support needs for families as a whole.

Further detail about the consultation with parents

We want to ensure that we deliver family support and parenting services in a consistent way across the whole of Leeds. We must ensure that this reflects our diverse population and that services and resources are accessible to all.

## Universal services

We are committed to the 'universal offer' as outlined in the Leeds Children and Young People's Plan 2006/7 (see Appendix 5) and, in particular, to the following:

- developing a city-wide strategic approach to the provision of information for parents and carers, building on the Leeds Family Hub directory, to ensure that all parents, including those of children with disabilities, know what help is available.
- co-ordinating the production and dissemination of leaflets covering issues around parenting, such as bullying, behavioural issues and parenting teenagers. These should be made widely available in schools, children's centres, health centres, libraries and leisure centres.
- promoting the use of the 'Parentline Plus' free helpline (0808 800 2222).
- considering the development of a Leeds helpline for families.
- ensuring a range of local multi-agency drop-in services for families is developed.
- evaluating outreach support and parenting groups across the city.
- ensuring that all age ranges of children and young people are provided for. And that teenage parents and parents of children with disabilities, can access the services they need.

- ensuring that the development of services is working with families and parents in the workforce development
- ensuring that all relevant information about the support services is available

“It's important for parents to see how we live in our situation for themselves”

## Training

The delivery of high quality training has the potential to act as a unifying force in the provision of services to families. The Children's Workforce Development Council provides one model with its programmes can be developed in family support and parenting brought together for training the following:

- establish shared principles around training
- embed common core skills
- develop initial engagement sessions
- establish clarity about boundaries and distinctive roles.
- ensure all family support workers meet a high standard.
- ensure all staff are trained to the Assessment Framework for

## Targeted services

We are committed to providing universal services access and targeted services access. We are committed to providing universal offer and:

- delivering more early intervention preventative services.
- delivering rapid response to needs.



out to work is brilliant. I feel so much about myself” parent

all staff are trained in the Assessment Framework and the lead professional role.

ing for staff in other relevant

availability of counselling and services for families across

bility and consistency of formal reses and programmes around

information, advice and guidance d into parenting programmes, ents to explore opportunities development, making links with ion, training and voluntary work,

ated that the progression from er to becoming a volunteer and part or full-time work cannot . This increases self-esteem and ve out of poverty.

ow mum goes out to

old son

### gated services

perience significant difficulties dinated interventions from a s. It is important they do not in accessing appropriate help need it.

tted to:

ll families access high quality

- embedding integrated processes, including the Common Assessment Framework and the budget holding lead professional, within mainstream services.

- forming teams around the child and family.

- delivering specialist services in supportive and non judgmental ways.

- ensuring the consistent provision of targeted services to address identified needs for parents and children.

- securing the role of the voluntary, community and faith sector in delivering services to families with complex needs.

### Specialist services

For a variety of reasons, providing effective parenting is too difficult for some parents. In these situations, statutory measures will be put in place and children may need to be cared for away from home. Such interventions should still take place within a context of overall support for the family and children returned home if it is agreed that it is safe and appropriate to do so.

### Specialist provision includes:

- supervision orders, emergency protection orders, care orders, section 8 orders and secure accommodation orders from children's and young people's social care.

- education supervision orders and parenting orders from the attendance strategy team in Education Leeds.

- bail supervision, referral orders, community supervision orders, intensive supervision and surveillance programme and custodial sentences by the Youth Offending Service.

- pre-court disposals, including work around final warnings and associated programmes of

“I asked for help when things were ge down and I wasn't coping with my childr had to wait till things got worse before I n any help – and then it was too late and ask for the children to be taken away” p

# Strategic implementation

For successful implementation, the following framework needs to be put in place:

**1. A parenting unit, established for the Children Leeds partnership, to ensure availability and consistency of parenting support throughout Leeds.**

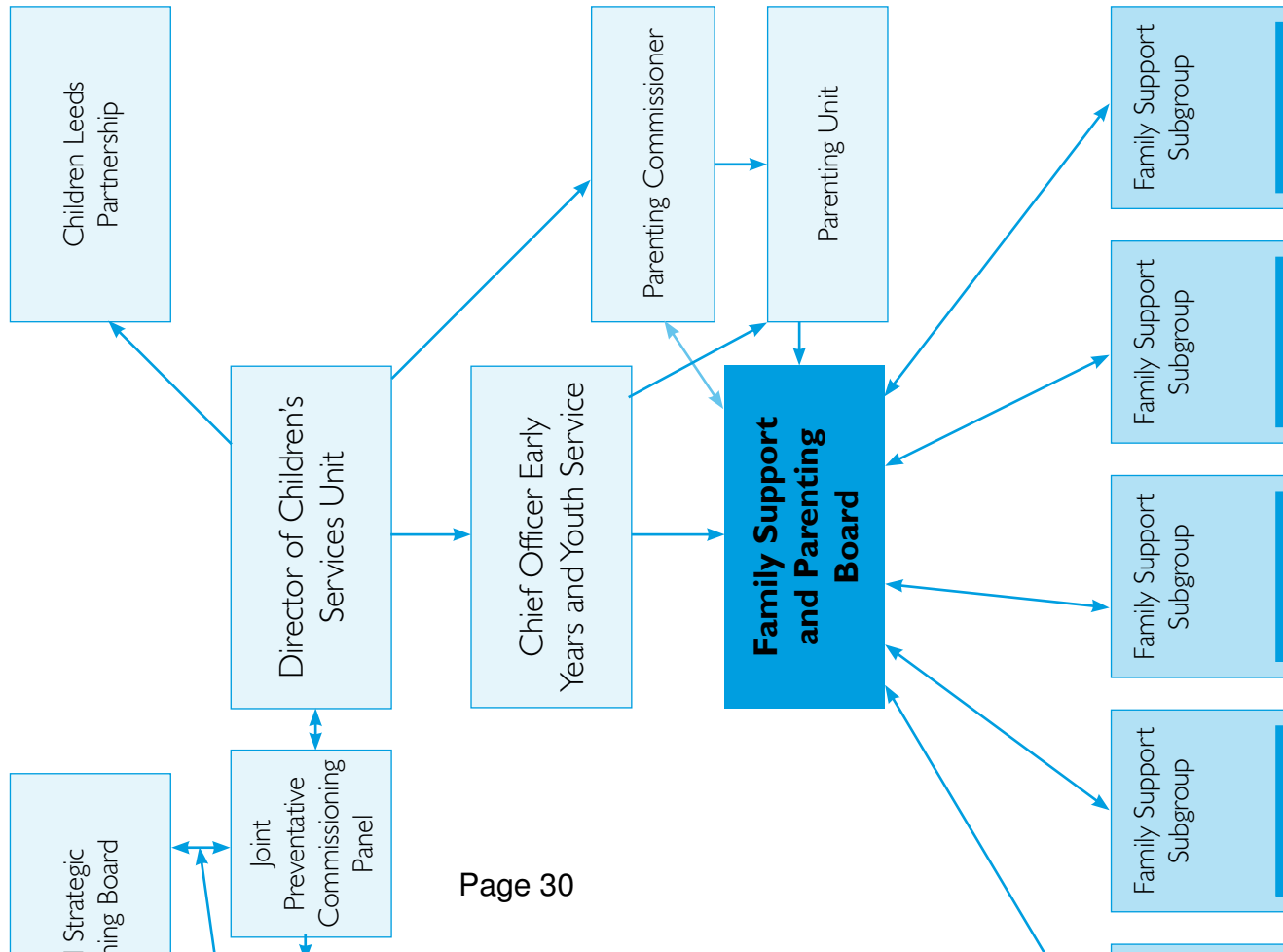
**2. Clear governance structure the agenda forward:**

- parenting commissioner
- dedicated time to carry out
- parenting champions identified
- department or agency, board voluntary.
- an inter-agency family support board established with stro
- from parents, and reporting trust arrangements.
- a strengthened role for we
- support sub-groups.

The diagram on page 14 shows governance arrangements. These in the light of developing citywide

**The role of the parenting unit is likely to include:**

- planning and commissioning of coherent parenting support across Leeds.
- maintaining and developing the family hub as a service information point.
- taking into account the needs and wishes of parents with regard to service provision.
- quality assuring parenting provision.
- ensuring provision of appropriate professional training.
- maintaining relevant data bases.
- acting as a central reference point for all



### 3. A commissioning plan for family support and parenting services, to be developed on behalf of the family support and parenting board, to undertake:

- a review of current expenditure on the different levels of family support and parenting activity by different agencies across the city.
- identification of resources that can be pooled to implement the family support and parenting strategy.
- robust commissioning procedures established through the integrated strategic commissioning board and the joint preventative commissioning panel.

- a robust procurement process, a list of 'approved providers', assurance and other system in place, before potential services be commissioned.
- strategic city wide preventative services inform analysis.
- clarity established between responsibilities.
- support to locality based commissioning family support services.

It is important that all commissioning is outcomes-based.

## Monitoring and evaluation

- All agencies providing family support and parenting services will have appropriate quality assurance and improvement systems in place.
- All services will be subject to the monitoring and evaluation procedures put in place by the integrated strategic commissioning board or joint preventative commissioning panel.

- Parents are central to the therefore essential that the under constant review by working with them. Parents consulted in a variety of experiences of service delivery

## Conclusion

We want this strategy to have a positive impact on of parents and children in Leeds. It provides us with from which we can work together to continue to improve

# Implementation plan

<b>Objective 1</b>
<b>Establish overall governance framework for the family support and parenting strategy</b>
criteria
if designated commissioning and delivery partners are engaged
tability framework is clear, consistent, coherent and widely understood
<b>Key plans</b>
uring People's Plan and see Appendix 1 for links to other plans

	<b>Performance indicator</b>	<b>Timescale</b>	<b>Resources</b>	<b>Outcomes</b>	<b>Lead</b>
Commissioning and delivery partners to ensure accountability streams are clear for family support and parenting	Agencies and delivery partners identify their participation	November 2007	Parenting unit	Understanding of delivery of services, city-wide	Acting early years service
Parent and parenting strategy is city wide	Parents and professionals report understanding of the strategy and confidence that it will be implemented	December 2007	All relevant agencies supported by parenting unit	Strategy is widely disseminated	Acting early years service
Commissioning framework for delivery services	All agencies aware of identity, role and responsibility of the parenting commissioner and their contribution to the commissioning of parenting services	December 2007	DCSU and parenting unit	Parenting commissioner for Leeds identified and commissioning framework in place	Deputy children
Partners (including voluntary agencies) identify a parenting champion within their organisation	Terms of reference in place for identified parenting champions	December 2007	Family support and parenting project board	Parenting champions actively promoting family support and parenting services in Leeds	Acting early years service
Partners, both voluntary, statutory represented on the family parenting board	Equitable representation is evidenced	March 2008	Family support and parenting project board	Family support and parenting activity across Leeds is provided with effective accountability and governance	Acting early years service
Clear and consistent communication channels for the efficient delivery of the strategy	100% of partners involved and engaged in clear lines of communication	April 2008	Family support and parenting project board	Channels of communication established and adhered to	Acting early years service

## Active 2

### Establish and embed Leeds parenting unit within Children

5

criteria

Parenting unit is established at a city wide level by December 2007

Parenting unit is delivering functions required at a city wide level

Parenting unit is supporting clusters and wedges in the delivery of parenting initiatives

Parenting plans

Parenting People's Plan and see Appendix 1 for links to other plans

	<b>Performance indicator</b>	<b>Timescale</b>	<b>Resources</b>	<b>Outcomes</b>	<b>Lead</b>
Terms and remit of the parenting unit	The terms of reference for the parenting unit are consulted upon and implemented	November 2007	DCSU	Remit is established	Acting early years service
Resources and capacity for Leeds	The parenting unit is in place and providing coherence to the delivery of parenting programmes	November 2007 – April 2008	Family support and parenting project board	All parents are able to access parenting programmes to meet their needs	Acting early years service
Quality impact assessment of parenting unit	Assessment completed and recommendations in place	February 2008	Family support and parenting project board with support from relevant officer	Equality requirements for parenting unit are addressed	Acting early years service
Role and function of parenting	Partners and stakeholders are aware of the role and function of the unit	April 2008	Parenting unit	The parenting unit provides the central reference point for parenting programmes	Acting early years service
Fit into current spend on support and parenting services agencies across Children Leeds	A comprehensive analysis of spending on parenting support is available for scrutiny	June 2008	Parenting champions	Spending is appropriately targeted	Acting early years service

### Active 3

## Establish monitoring, evaluation and quality assurance processes

criteria  
percentage of families report satisfaction with services received, increases from current data  
if services delivering family support and parenting services have a quality assurance work in place  
**or plans**  
[Linking People's Plan and see Appendix 1 for links to other plans](#)

	<b>Performance indicator</b>	<b>Timescale</b>	<b>Resources</b>	<b>Outcomes</b>	<b>Lead</b>
assurance framework is the delivery of family and	Established framework is in place	April 2008	Family support and parenting project board and parenting unit	City wide cohesive quality assurance mechanisms are in place	Acting c years an
Partnership with voluntary sector enable them to establish quality assurance frameworks	Established framework is in place	April 2008	Family support and parenting project board and parenting unit	City wide cohesive quality assurance mechanisms are in place	Acting c years an
Systems are in place to monitor parental satisfaction	Systems are in place	July 2008	Family support and parenting project board and parenting unit	Parental satisfaction is evidenced and is available to inform service delivery	Acting c years an
of training needs of	Establish training programme for professionals	June 2008	Parenting unit	Professionals engaged in family support and parenting are appropriately trained	Acting c years an
itudinal study as to the impact for children whose parents have support	Good practice is identified and disseminated. Best value is evidenced	2009	To be agreed	The outcomes for children, young people and families improve significantly	Acting c years an

## Active 4

### Provide inclusive universal family support and parenting services including targeted early intervention services across

s

criteria

support and parenting services are provided across the city

tion is readily available to all families who require it

er plans

ing People's Plan and see Appendix I for links to other plans

	<b>Performance indicator</b>	<b>Timescale</b>	<b>Resources</b>	<b>Outcomes</b>	<b>Lead</b>
Information provided to parents	Audit tool developed and distributed to relevant agencies for completion. Results compiled and analysed	July 2008	Children's information service	All parents throughout Leeds have access to high quality, accurate and consistent information to meet their needs	Acting chief executive years and
Information quality-assure content of information available for	Family Hub is published, widely used and updated	July 2008	Children's information service	Quality and consistency of information is regularly monitored and reviewed	Acting chief executive years and
Services, formal and informal across the city	Audit tool developed and distributed to relevant agencies for completion. Results compiled and analysed	July 2008	Parenting unit to coordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting chief executive years and
Baseline data to inform areas of need analysis	Baseline data is established and resources aligned to meet need	April 2008	Parenting unit to coordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting chief executive years and
Targeted and multi targeted the city (wedge/cluster/locality)	Baseline data is established and resources aligned to meet need	September 2008	Parenting unit to coordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting chief executive years and
Baseline data to inform areas of need analysis	Needs analysis is produced	September 2008	Parenting unit to coordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting chief executive years and
Baseline data to inform areas of need analysis	Training and skills audit undertaken and analysis completed	September 2008	Parenting unit to coordinate resources from across Children Leeds	All professionals are highly skilled and trained in crucial areas of family support and parenting	Acting chief executive years and

## Active 5

### Deliver consistent delivery of targeted and multi targeted support services

criteria

Percentage of targeted/multi-targeted support services that meet identified needs that increases from baseline data

Percentage of families throughout Leeds able to access the services they need from baseline data

Plans

See People's Plan and see Appendix 1 for links to other plans

	<b>Performance indicator</b>	<b>Timescale</b>	<b>Resources</b>	<b>Outcomes</b>	<b>Lead</b>
Baseline data to inform areas of need analysis	Baseline data is established and resources aligned to meet need	April 2008	Parenting unit to co-ordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting early years services
Targeted and multi targeted support (wedge/cluster/locality)	Baseline data is established and resources aligned to meet need	September 2008	Parenting unit to co-ordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting early years services
Skills and training audit of delivering family support	Training and skills audit undertaken and analysis completed	September 2008	Parenting unit to co-ordinate resources from across Children Leeds	All professionals are highly skilled and trained in crucial areas of parenting and family support	Acting early years services
Links with all children's services as appropriate in the targeted and multi-targeted family entering services	Reduction in number of crisis interventions for families	April 2008	Parenting champions	Families across Leeds receive the advice and support required and move out of specialist interventions	Acting early years services
Range of effective family support including links with further voluntary, community and faith	Range of appropriate services in place	July 2008	Parenting champions	Reportable information available to inform the commissioning process	Acting early years services

**Establish consistent delivery of specialist family support and parenting services**

criteria  
 on in the level of requirement for statutory parenting support  
 on in the need for higher level statutory intervention  
**plans**  
 ing People's Plan and see Appendix I for links to other plans

	<b>Performance indicator</b>	<b>Timescale</b>	<b>Resources</b>	<b>Outcomes</b>	<b>Lead</b>
Baseline data to inform areas of need analysis	Baseline data is established and resources aligned to meet need	April 2008	Parenting unit to co-ordinate resources from across Children Leeds	Reportable information available to inform the commissioning process	Acting early years service
Analysis and training audit of undertaking family support	Training and skills audit undertaken and analysis completed	September 2008	Parenting unit to co-ordinate resources from across Children Leeds	All professionals are highly skilled and trained in crucial areas of family support and parenting	Acting early years service
Review of statutory monitoring systems and commissioning of statutory contracts and	Government office is in possession of statutory information	To be confirmed	Parenting champions	Statutory contracts and orders implemented	Acting early years service

**Family support and parenting strategy appendices**

A single document containing the six appendices to this strategy can be found on the Children Leeds website. [www.childrenleeds.org.uk](http://www.childrenleeds.org.uk)



# Children Leeds

## **Children Leeds**

Children's Services Unit,  
6th Floor East, Merrion House,  
Merrion Centre, LS2 8ET  
Phone: 0113 395 0247  
E-mail: [children.leeds@leeds.gov.uk](mailto:children.leeds@leeds.gov.uk)  
Website: [www.childrenleeds.org.uk](http://www.childrenleeds.org.uk)

## **the Leeds Initiative**

*Local partnerships making things happen*

This page is intentionally left blank

---

## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Children's Services)

Date: 6 December 2007

### Subject: Young People's Scrutiny Forum

---

**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

---

## 1.0 Introduction

1.1 This report updates Members on progress with young people's participation in the scrutiny process.

## 2.0 Young People's Scrutiny Forum

2.1 At the beginning of the municipal year, Members agreed to invite Leeds Youth Council to nominate a topic for scrutiny by the Young People's Scrutiny Forum. This will be the third year that young people have carried out a scrutiny inquiry.

2.2 It was agreed to wait until the Youth Council elections had taken place before a topic was chosen. Elections took place in October and the Youth Council will be meeting on Saturday 15<sup>th</sup> December, when they will consider a topic for scrutiny. A member of the Scrutiny Board is invited to attend this meeting to discuss potential scrutiny topics with the young people.

2.3 Once a topic has been chosen, volunteers to sit on the Young People's Scrutiny Forum will be sought from both the Youth Council and through ROAR (Reach Out and Reconnect). This is a similar process to last year, and gives a wider spread of young people the opportunity to become directly involved.

2.4 The Young People's Scrutiny Forum will draft terms of reference for the chosen inquiry, with support from youth work staff and the Scrutiny Support Unit. The terms of reference will be brought to the Scrutiny Board for endorsement, as commissioner of the inquiry. The final inquiry report will then be presented to the Board once completed. This is likely to be in the new municipal year.

### **3.0 Catching the Bus**

- 3.1 Members will recall that, following the publication of last year's report by young people – Catching the Bus – the Board agreed to set up a joint working group of young people, Scrutiny Board members and officers from the Council and Metro to monitor and progress the recommendations of the inquiry.
- 3.2 As with the new inquiry, it was decided to await the outcome of the Youth Council elections before setting up the first meeting of the working group.
- 3.3 The young people who want to be a part of this working group have now met to discuss the original report and the formal response that was presented to the Scrutiny Board in July. The first meeting of the joint working group will take place early in the new year.

### **4.0 Other involvement in scrutiny**

- 4.1 Whilst the Young People's Scrutiny Forum is the main established vehicle for young people's participation in scrutiny, there are other opportunities for young people to be involved.
- 4.2 Where possible, this Scrutiny Board seeks to incorporate opportunities to hear the views of young people as part of its main inquiry work, especially through any visits which form part of major inquiries.
- 4.3 At the November meeting of the Scrutiny Board (Health and Adult Social Care) the Board agreed to invite young people to take part in their forthcoming work on teenage conception. Other Boards have consulted directly with young people as part of their work, for example in relation to previous inquiries on Anti-Social Behaviour and Preventing Alcohol Misuse, and will continue to do so as appropriate.

### **5.0 Recommendation**

- 5.1 The board is requested to note progress with young people's participation in the scrutiny process.

Originator: Kate Arscott

Tel: 247 4189

---

## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Children's Services)

Date: 6 December 2007

Subject: Education Standards - Draft Terms of Reference

---

**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

---

### 1.0 Introduction

- 1.1 At the board's first meeting in June, members agreed to carry out an inquiry into an aspect of education standards in Leeds as one of their major pieces of work this year.
- 1.2 The board appointed a small working group to draft terms of reference for the inquiry. The working group met with officers for Education Leeds School Improvement Service on 19<sup>th</sup> September to discuss the potential scope for the inquiry.
- 1.3 The draft terms of reference will be circulated in advance of the board meeting, once members of the working group have been consulted on the draft prepared by the Principal Scrutiny Adviser.

### 2.0 Views of the director and executive member

- 2.1 The Scrutiny Board Procedure Rules Guidance Notes also require that, before embarking on an inquiry, the board seeks and considers the views of the relevant director and executive member. These views will need to be taken into account in finalising the terms of reference.

### 3.0 Recommendation

- 3.1 The board is requested to agree the terms of reference for the inquiry.

This page is intentionally left blank

Originator: Kate Arscott

Tel: 247 4189

---

## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Children's Services)

Date: 6 December 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 November meeting.

### 2.0 Work programming

- 2.1 Also attached to this report are the current Forward Plan of Key Decisions (appendix 2) and the minutes of the council's Executive Board meeting held on 14 November (appendix 3), 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.

This page is intentionally left blank



**Scrutiny Board (Children's Services)**  
**Work Programme 2007/08**  
**Last updated 8 November 2007**

<b>Item</b>	<b>Description</b>	<b>Notes</b>	<b>Type of item</b>
<b>Meeting date – 17<sup>th</sup> January 2008</b>			
<b>Education Standards</b>	To consider evidence as the first session of the board's inquiry		RP/DP
<b>Leeds Strategic Plan 2008-2011</b>	To consider the final draft of the Plan	The Board asked to see how its comments on the draft in October 2007 had been reflected in the final draft	DP
<b>David Young Community Academy</b>	To receive a briefing from the principal of the DYCA	A follow-up to November's briefing from Education Leeds, looking at several issues in more depth	B
<b>8-13 year olds</b>	To consider evidence as part of session four of the board's inquiry	This session will consider the findings from the board's visits	DP

**Scrutiny Board (Children's Services)**  
**Work Programme 2007/08**  
**Last updated 8 November 2007**

<b>Item</b>	<b>Description</b>	<b>Notes</b>	<b>Type of item</b>
<b>Meeting date – 14<sup>th</sup> February 2008</b>			
<b>Performance Management</b>	Quarter 3 information for 2007/08 (Oct-Dec)	All Scrutiny Boards receive performance information on a quarterly basis	PM
<b>School performance and Ofsted Inspections</b>	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
<b>Children's Services and the Children and Young People's Plan</b>	To maintain an overview across the Board's portfolio, and to monitor the development of the Children's Services arrangements in Leeds	The Board has agreed to monitor progress against the priorities in the Plan on a quarterly basis	PM
<b>Leeds Strategic Plan 2008-2011</b>	To consider the draft indicators and targets to be included in the Plan	This is the next stage, following the Board's earlier consideration of the draft priorities	DP
<b>Recommendation Tracking</b>	This item track progress with previous Scrutiny recommendations on a quarterly basis		MSR
<b>Scrutiny by Children and Young People</b>	To approve terms of reference for the chosen inquiry by children and young people		DP/RP
<b>Fountain Primary School</b>	To receive the formal response to the Board's inquiry report	Subject to agreement of the final report at the Board's meeting in November	MSR

**Scrutiny Board (Children's Services)**  
**Work Programme 2007/08**  
 Last updated 8 November 2007

Item	Description	Notes	Type of item
<b>Meeting date – 13<sup>th</sup> March 2008</b>			
<b>8-13 year olds</b>	To agree the final report arising from the board's inquiry		DP
<b>Education Standards</b>	To consider evidence as the second session of the board's inquiry		RP/DP
<b>Meeting date – 10<sup>th</sup> April 2008</b>			
<b>Annual Report</b>	To agree the Board's contribution to the annual scrutiny report		
<b>Education Standards</b>	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)  
 Work Programme 2007/08  
 Last updated 8 November 2007

<b>Working Groups</b>			
<b>Working group</b>	<b>Membership</b>	<b>Progress update</b>	<b>Dates of meetings</b>
<b>'Catching the Bus' Monitoring progress</b>	Councillor Lancaster Councillor Renshaw Tony Britten	The young people have now met to prepare for the joint working group.	
<b>Inclusion</b>	Councillor Hamilton Councillor Langdale Tony Britten Ian Falkingham Celia Foote Peter Gosden Sandra Hutchinson Sue Knights	This working group will look at two of the four strategic objectives of the Inclusion Strategy: <ul style="list-style-type: none"> <li>• The further development of specialist provision, including the role of the SILCs;</li> <li>• The further development of the behaviour continuum and provision, including the role of the pupil referral units</li> </ul>	5 December 2007

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

EXTRACT RELATING TO SCRUTINY BOARD (CHILDREN'S SERVICES)

For the period 1 December 2007 to 31 March 2008

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
Waiver of Contract Procedure Rules To continue expired contract with igen Ltd for 22 Personal Advisers working with young people during transition from pre 16 to post 16 learning. Value £706,260	Chief Executive of Connexions West Yorkshire	3/12/07	Connexions West Yorkshire Leeds Local Management Committee	Report to the Chief Executive of West Yorkshire Connexions	Chief Executive of Connexions West Yorkshire
Capital Injection of BSF and Existing PFI ICT Funding To approve the injection of the capital and to provide the authority to spend	Executive Board (Portfolio: Children's Services)	19/12/07		The report will be sent to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds
Phase Two Children's Centres in Gipton Obtain authority to incur expenditure	Executive Board (Portfolio : Children's Services)	19/12/07	Full local consultation has been going on for 2 years	The report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services

<b>Key Decisions</b>	<b>Decision Maker</b>	<b>Expected Date of Decision</b>	<b>Proposed Consultation</b>	<b>Documents to be Considered by Decision Maker</b>	<b>Lead Officer (To whom representations should be made)</b>
<p>Formation of the Garforth Schools Trust            To note the formation of the Garforth Schools Trust and approve the transfer of land and premises assets from Council to Trust ownership.</p>	<p>Executive Board            (Portfolio: Children's Services)</p>	<p>19/12/07</p>	<p>These proposals have been developed and pursued by the schools concerned, led by Garforth Community College. As part of the statutory process required for the change of school status and formation of the Trust, a detailed programme of consultation has been undertaken with (amongst others) local schools/educational establishments, the local authority, Diocesan representatives, staff, unions, LCC Scrutiny Board, Local Councillors and Members of Parliament. Responses were fed back to governing bodies and were overwhelmingly positive. Further details on the consultation process can be made available upon request. Proposals for asset transfer will be discussed by Education Leeds Capital Projects Board and LCC Asset Management Group prior to Executive Board discussion. The Councils Property and Finance Legal team and Asset Management team have been involved in the process throughout.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Chief Executive of Education Leeds</p>

## **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

<b><u>Executive Board Portfolios</u></b>	<b><u>Executive Member</u></b>
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

In cases where Key Decisions to be taken by the Executive Board are not included in the Plan, 5 days notice of the intention to take such decisions will be given by way of the agenda for the Executive Board meeting.

This page is intentionally left blank



## EXECUTIVE BOARD

WEDNESDAY, 14TH NOVEMBER, 2007

**PRESENT:** Councillor M Harris in the Chair

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

Councillor J Blake – Non-voting Advisory Member

### 103 Late Items

There were no late items but additional information had been provided since the despatch of the agenda with regard to the Review of 14-19 Provision in Leeds.

### 104 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 ground that it is likely, in the view of the nature of the business to be transacted or the nature of proceedings, that if members of the public were present there would be a disclosure to them of exempt information so designated as follows:

- (a) The annex to the report referred to in minute 115 under the terms of Access to Information Procedure Rule 10.4 (3) and on the grounds that the information contained in the annexe relates to the financial or business affairs of the Council. It is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to the disposal of this property or other similar transactions about the nature and level of offers which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (b) Appendices 1, 2 and 4 to the report referred to in minute 121 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption in relation to appendices 1,2 and 4 attached to the report outweighs the public interest in disclosing the information by reason of the fact that in relation to Appendix 1 and 2, the success of the scheme could potentially be prejudiced by speculative investors acquiring properties in advance of the Council's action, and in respect of Appendix 4, the costs attributed to the purchase of private properties are purely estimates at this stage and their disclosure could prejudice the

Council's ability to reach an agreement on the purchase price with owners.

- (c) Appendix 1 to the report referred to in minute 123 under the terms of Access to Information Procedure Rule 10.4(3) and because publication could prejudice the City Council's commercial interests as, both this Appendix and the Outline Business Case include matters where negotiations of a confidential nature will ensue with bidders. In these circumstances it is considered that the public interest in not disclosing this commercial information outweighs the interests of public disclosure.

#### **105 Declaration of Interests**

Councillor Wakefield declared a personal interest in the item relating to the Review of 14-19 Provision in Leeds (minute 108) as a member of the Learning and Skills Council.

Councillor Smith declared a personal interest in the item relating to a Waste Solution for Leeds (minute 119) as a member of Greenpeace.

Councillor Harris declared a personal and prejudicial interest in the item relating to The Trinity Quarter and Leeds Shopping Plaza (minute 117) having been significantly involved in a fringe meeting sponsored by the principal developer for the scheme.

A further declaration made during the meeting (Councillor Harris) is referred to at minute 123.

#### **106 Minutes**

**RESOLVED** – That the minutes of the meeting held on 17<sup>th</sup> October 2007 be approved and that with reference to minute 102(b) the considerations of the Scrutiny Board (Children's Services) and their decision not to further scrutinise the matter referred to be noted.

#### **LEISURE**

#### **107 Tinshill Recreation Ground**

Further to minute 87(d) of the meeting held on 17<sup>th</sup> October 2007 the Chief Recreation Officer submitted a report on the arrangements for access to two pitches which are to be fenced and which are part of Tinshill Recreation Ground.

#### **RESOLVED –**

- (a) That the report be noted and the following arrangements approved:
- The substantial improvements to the pitches at Tinshill Recreation Ground
  - The letting of the pitches at Tinshill Recreation Ground through the Parks and Countryside annual allocation process
  - The allocation of an on site gardener to Tinshill Recreation Ground

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th December, 2007

- The development of the pilot project for allocations to the changing facilities and car parking at Ralph Thoresby School and the pitches at Tinshill Recreation Ground
- (b) That reports be brought back to this Board on an annual basis with regard to the operation of these arrangements, including information with regard to frequency and patterns of usage under former arrangements and these arrangements.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he voted against these decisions)

## **CHILDREN'S SERVICES**

### **108 Review of 14-19 Provision in Leeds**

A report of the Chief Executive of Education Leeds on the consultation arrangements of the Learning and Skills Council in relation to proposals for the reorganisation of FE colleges in Leeds had been circulated with the agenda. Consultation had commenced on 8<sup>th</sup> November 2007 and was scheduled to end on 5<sup>th</sup> December 2007.

Following publication of the Learning and Skills Council proposals a report of the Director of Children's Services and Chief Executive of Education Leeds offering views on the proposals had been circulated to the Board. A report on the observations of the Scrutiny Board (Children's Services) had also been circulated.

#### **RESOLVED –**

- (a) That the views expressed in the report of the Director of Children's Services and Chief Executive of Education Leeds be approved for use in formulating the Council's official response to the consultation on the proposal for the changes to Further Education Colleges in Leeds.
- (b) That the Chief Executive of Education Leeds be authorised to draft a detailed response in consultation with the Executive Member (Learning) for approval and signature by the Leader of Council.
- (c) That the Chief Executive of Education Leeds be requested to have due regard to the observations of the Scrutiny Board (Children's Services).

## **ADULT HEALTH AND SOCIAL CARE**

### **109 The Outcome of Consultation and the Proposed Procurement Methods for the Future Provision of the Service at Terry Yorath House**

The Director of Adult Social Services submitted a report on the outcome of consultation with disabled adults in Leeds and the detailed assessed needs of the current residents of Terry Yorath House.

**RESOLVED –**That the outcome of the consultation process be noted, that the commitments given to those residents who wish to remain in residential care at Terry Yorath House be endorsed and that the "twin-track" approach to the future development and the procurement of accommodation services for disabled people in Leeds be approved.

## **CENTRAL AND CORPORATE**

### **110 Capital Programme - 2007/08 Mid Year Financial Update**

The Director of Resources submitted a report on the latest financial position in respect of the 2007/08 Capital Programme highlighting some capital expenditure and funding changes that have arisen since the Programme was approved in February 2007 and since the subsequent update report to the Executive Board on 22<sup>nd</sup> August 2007.

#### **RESOLVED –**

- (a) That the latest position of the Capital Programme 2007/08 and the projections for 2008/09 to 2010/11 be noted.
- (b) That approval be given to the injection in 2007/08 of £2,177,000 of Leeds resources for the additional site related costs associated with the Combined Secondary Schools PFI project and that authority be given to spend such amount.
- (c) That approval be given to the injection in 2007/08 of £622,000 of Leeds resources for the additional accommodation works at 225 York Road for the Taxi and Private Hire Licensing Section.
- (d) That the Board notes that any additional capital resources required to support the Roundhay Mansion scheme will be considered as part of the February 2008 capital programme update.
- (e) That approval be given to the transfer of £6,350,000 from the East Leeds Family Learning Centre scheme to the capital contingency scheme to be released at a later date when requirements for the East Leeds site are known.

(Under the provisions of Council Procedure Rule 16.5 Councillor Wakefield required it to be recorded that he abstained from voting in relation to (e) above)

### **111 Revenue Expenditure - Mid Year Update**

The Director of Resources submitted a report setting out the Council's financial health for 2007/08 after six months of the financial year. The report covered revenue expenditure and income to date compared to the approved budget, the projected year end position and proposed actions to ensure a balanced budget by the year end.

#### **RESOLVED –**

- (a) That the projected financial position of the authority after six months of the new financial year be noted.
- (b) That Council be recommended to approve the appropriate budget adjustments as described in paragraph 3.9 of the report.
- (c) That the decision of the Leader, Chief Executive and Director of Resources to approve the Annual efficiency statement – mid year update 2007 for submission to the Department for Communities and Local Government by 15<sup>th</sup> November 2007 be noted.

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

**112 Treasury Management Strategy Update 2007/08**

The Director of Resources submitted a report providing a review and update of the treasury management strategy for 2007/08.

**RESOLVED** – That the report be noted.

**113 Pre Budget Report and Comprehensive Spending Review 2007**

The Director of Resources submitted a report outlining the announcements made by the Chancellor of the Exchequer in the Pre-Budget Report and the Comprehensive Spending Review that directly relate to local government.

**RESOLVED** – That the report be noted.

**114 The Statement of Licensing Policy for Leeds 2007-2010**

The Assistant Chief Executive (Corporate Governance) submitted a report on consultation that has been undertaken under the Licensing Act 2003 and the resulting draft Statement of Licensing Policy for Leeds 2007-2010.

**RESOLVED** –

- (a) That having considered the proposed responses to matters raised in consultation, as set out in Appendix 1 to the report, this Board recommends to Council that it be approved as the response of Leeds City Council to the matters raised in consultation.
- (b) That having considered the evidence set out in Appendix 2 to the report and the consultation responses on the proposals on cumulative impact, this Board recommends to full Council that the Statement of Licensing Policy includes cumulative impact policies in respect of the city centre, Headingley, Hyde Park and Woodhouse, Chapel Allerton and Horsforth.
- (c) That the contents of the revised draft Statement of Licensing Policy at Appendix 3 to the report be noted and that Council be recommended to adopt this policy, including the cumulative impact policies referred to at (b) above, as the Statement of Licensing Policy for Leeds 2007/2010.
- (d) That the Assistant Chief Executive (Corporate Governance) provide advice to Council members as to how reviews of the Statement can be triggered and give consideration as to how full Council could be given the opportunity to debate such Policies in detail at the early stage of proposals being formulated.

**DEVELOPMENT AND REGENERATION**

**115 Former Headingley Primary School**

Further to minute 68 of the meeting of the Board held on 11<sup>th</sup> September 2007 the Directors of City Development and Environment and Neighbourhoods submitted a report on the request made by the Headingley Development Trust to transfer the former Headingley Primary School site to the Trust at nil consideration so that it can be developed as an enterprise and arts centre.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th December, 2007

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

**RESOLVED –**

- (a) That the Headingley Development Trust be given an in-principle agreement that the Council will grant a long-leasehold interest at nil premium and at a peppercorn rent subject to the Trust demonstrating by 30 June 2008 that it has made substantial progress towards achieving all of its funding arrangements and to the Trust agreeing to take on all financial and other responsibility for delivering the services provided from the Headingley Community Centre for a period of 25 years.
- (b) That should the Trust not have made that substantial progress by 30 June 2008 the Director of City Development proceed with the open marketing of the former primary school as part of the Capital Receipts programme.
- (c) That the Trust's application to the Community Asset Transfer Fund be supported and, the Partnership Agreement as set out in Appendix 1 be approved and the Chief Executive be authorised to sign the relevant part of that application on behalf of the Council to allow its submission by the deadline date of 15 November 2007.
- (d) That in view of the deadline date specified in (c) above this decision be exempted from the provisions of Call In.
- (e) That, subject to the Trust being able to complete its funding arrangements and open the proposed HEART centre, the Director of City Development be instructed to make arrangements for the disposal of the Headingley Community Centre, at open market value, once it becomes vacant.

**116 Horsefair, Wetherby - Pedestrian Improvements Scheme**

The Directors of Environment and Neighbourhoods and City Development submitted a report on a proposal to spend £606,000 of Town and District Centre Regeneration Fund monies to deliver a pedestrian improvement scheme on Horsefair, Wetherby.

**RESOLVED -** That the report and the detailed design of the scheme be noted and authority be given to spend £606,000 of Town and District Centres Regeneration Fund monies on the scheme.

**117 The Trinity Quarter and Leeds Shopping Plaza**

Referring to minutes 74 to 80 of the meeting of the Board held on 29<sup>th</sup> September 2004 the Director of City Development submitted a report on the proposed transfer of the existing development agreement and compulsory purchase indemnity agreement from the Universities Superannuation Scheme Limited to Trinity Quarter Developments Limited.

**RESOLVED –**

- (a) That approval be given to the transfer of the development agreement and CPO indemnity agreement from USS to TQD and that approval be given to the form of the guarantee of TQD's obligations by LandSec and Caddick on the terms outlined in the report, subject to Land Securities Trinity Limited (a wholly owned subsidiary of Land Securities Property Holdings Ltd) completing their shareholders agreement such that 75% of the shares in TQD are owned by Land Securities Trinity Limited and 25% by Caddick Group PLC.
- (b) That the "transfer" be approved on the following basis:
  - (i) The entering into of a new development agreement (and ultimately a lease) with TQD on substantially the same terms as the original agreement with USS subject to the amendments outlined in the report.
  - (ii) Approve and enter into the novation (transfer) of the existing CPO indemnity agreement from USS to TQD with the Caddick Group PLC and Land Securities Property Holdings Ltd entering into a guarantee with the Council relating to the Development Agreement, Lease and CPO Indemnity Agreement as outlined in the report.
  - (iii) That following the novation of the CPO indemnity agreement from USS to TQD, USS will no longer have any financial liability to the Council and will be released from all liabilities under the existing development agreement.

(Having declared a personal and prejudicial interest Councillor Harris left the meeting during consideration of this matter and vacated the Chair in favour of Councillor A Carter)

#### **118 Kirkgate Market - Development Strategy Update**

Further to minute 27 of the meeting of the Board held on 18<sup>th</sup> May 2005 the Director of City Development submitted a report on progress made in formulating the Kirkgate Market Asset Management Plan and on a proposal to move onto the next stage of public consultation.

**RESOLVED** – That the public consultation leaflet and questionnaire be approved and authority given for commencement of the public consultation exercise as soon as practicable.

### **ENVIRONMENTAL SERVICES**

#### **119 Waste Solution For Leeds**

The Director of Environment and Neighbourhoods submitted a report on the proposed submission of an Outline Business Case to DEFRA for PFI credits to support the proposed Residual Waste Treatment project.

**RESOLVED** –

- (a) That the report be noted;
- (b) That the submission of the Outline Business Case for the Residual Waste Treatment project to DEFRA be approved;

- (c) That the proposed recycling strategy approved by this Board on 11 September 2007 be further noted with particular reference to the proposals to retain a weekly kerbside collection, and to the fact that it is not the Council's intention to introduce new charging schemes for waste collection;
- (d) That the Board notes that the submission of the bid will be based upon a reference site and technology, with no implication that Leeds City Council land or Energy from Waste constitute preferred options;
- (e) That the procurement shall proceed on a neutral technology and site basis in accordance with government advice;
- (f) That the Board accepts the affordability implications of the Outline Business Case and of entering into a PFI contract for the treatment of residual waste from April 2014 to March 2038 as set out in Table 2 of the report;
- (g) That approval be given to the submission of the Outline Business Case in the knowledge that both the procurement process and prevailing macro-economic conditions may affect the Unitary Charge at Financial Close in April 2011, as illustrated at paragraph 8.6 of the report and in Table 4;
- (h) That approval be given to the project governance arrangements outlined in section 11 of the report, including the establishment of the Residual Waste Treatment Project Board (with delegated powers), and that delegated authority be given to the Deputy Chief Executive, in consultation with the Director of Environment and Neighbourhoods, to extend the responsibilities of the Residual Waste Treatment Project Board and to establish one or more new Project Boards (with delegated powers) in order to support the Director of Environment and Neighbourhoods in the delivery of the wider Waste Solution;
- (i) That the intention to bring further reports to this Board prior to the commencement of the procurement regarding the project evaluation model be noted;
- (j) That decisions on the sale and purchase of LATS be delegated to the Director of Environment and Neighbourhoods, in consultation with the Director of Resources, at what is considered to be the best achievable price.

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

## **NEIGHBOURHOODS AND HOUSING**

### **120 Beeston Group Repair**

The Director of Environment and Neighbourhoods submitted a report on a proposal to inject £2,099,000 of Regional Housing Board money and £233,300 from owner occupiers into the Capital Programme to extend the life of approximately 60 properties in the Beeston area by 30 years.

#### **RESOLVED –**

- (a) That approval be given to the injection into the Capital Programme of £2,099,600 of Regional Housing Board money and of £233,300 from



owner occupiers and that scheme expenditure of £2,333,000 be authorised.

- (b) That a report be brought back to this Board on progress of the scheme.

### **121 Regeneration of Holbeck, Phase 3**

The Director of Environment and Neighbourhoods submitted a report on the options for the regeneration of the Holbeck area and the proposed acquisition and clearance of 34 properties within Holbeck by utilising £2,000,000 of 'Single Regional Housing Pot' funding during 2007/09.

The report presented the options of:

- A Doing the minimum to meet legal conformity
- B Group repair and internal modelling
- C Acquisition, clearance and redevelopment of the site for housing

Following consideration of appendices 1, 2 and 4 designated as exempt under Access to Information Procedure Rule 10.4(3), which were circulated and considered in private at the conclusion of the meeting, it was

#### **RESOLVED –**

- (a) That approval be given to the injection into the capital programme of £2,000,000 of Regional Housing Board funding to enable Phase 3 of the Holbeck scheme to be brought forward.
- (b) That scheme expenditure to the amount of £2,000,000 be authorised.
- (c) That the Director of Environment and Neighbourhoods proceed in accordance with option C and be authorised, in consultation as necessary, to promote Compulsory Purchase Orders should they become necessary.

### **122 Area Management Review**

The Director of Environment and Neighbourhoods submitted a report on a number of strands of work undertaken by officers as part of a review of area management, proposing a number of key recommendations with indicative timescales aimed at strengthening the roles and responsibilities of Area Committees.

#### **RESOLVED –**

- (a) That the recommended changes to Area Committee responsibilities and working arrangements together with the proposed timetable for their introduction be approved.
- (b) That the proposals for local partnership working arrangements be approved.
- (c) That Councillor Chapman be thanked for her work, as Lead Member (Neighbourhoods and Housing), in producing a report on proposals to develop area management and area committees in Leeds.

### **123 Beeston Hill and Holbeck Housing PFI Scheme**

The Director of Environment and Neighbourhoods submitted a report on the proposed Outline Business Case (OBC) for the Beeston Hill and Holbeck

Private Finance Initiative (PFI) scheme, including the scope of the scheme and the financial implications for the Council.

The report referred to the appraisal of four options of decency; regeneration via a PFI contract and complementary development agreements with the private sector; stock transfer; and joint venture partnership.

Following consideration of appendix 1, including minor amendments to figures as reported at the meeting, designated as exempt under Access to Information Procedure Rule 10.4(1), which was considered in private at the conclusion of the meeting, it was

**RESOLVED –**

- (a) That approval be given to the preferred option, as described in paragraph 3.3 of the report, to be procured via a PFI contract and associated Development Agreement alongside the Little London PFI scheme.
- (b) That the proposed Council contributions to the project as identified in section 3.6 and appendix 1 of the report be approved.
- (c) That the Outline Business Case for the Beeston Hill and Holbeck PFI scheme as described in paragraph 3 of the report be formally submitted to the Department for Communities and Local Government.
- (d) That approval be given to the inclusion of the following sites within the Beeston Hill and Holbeck PFI scheme and to the utilisation of capital receipts from the disposal of these sites to support the PFI scheme and regeneration proposals for the Beeston Hill and Hobeck area:
  - Holbeck Tower
  - Malvern Rise / Malvern Grove
  - St Luke's Green
  - Waverley Garth
  - Coupland Place
  - Malvern Road
  - Coupland Road
  - Bismarck Drive
  - Bismarck Street
  - Fairfaxes
  - Meynall Heights
  - Beverleys
  - Folly Lane
  - Cambrian Street
- (e) That the Matthew Murray site be disposed of prior to the commencement of the PFI scheme (as described in 5.10 of the report) with the balance of the capital receipt after BSF call to be used to support the regeneration programme for the area.
- (f) That Moor Road be excluded from the PFI scheme.
- (g) That affordable housing provision should be at up to 40% including new LCC new housing for most sites included in the PFI scheme.
- (h) That the City Council's base annual affordability contribution of £592,000 per annum in the first year of operation be approved.

- (i) That the joint affordability implications for the joint procurement of the Little London and Beeston Hill and Holbeck scheme as set out at paragraph 5.0 of appendix 1 of the report be approved.
- (j) That the costs of acquiring leaseholder interests in order to deliver the scheme, estimated up to £1,300,000 be met by the Council or Aire Valley Homes Limited.
- (k) That the following be noted:
  - (i) the estimated PFI cash flows summarised in Table 2 of paragraph 3 of Appendix 1 to the report and set out in detail in the Annexe to that Appendix;
  - (ii) that the Financial Close for this project is programmed for September 2009 and the macro-economic conditions and price submissions by bidders may vary between the date of this meeting of the Executive Board and Financial Close. Section 4 in the financial appendix to the report set out the range of price sensitivities that could affect the affordability of the project and the submission of the Outline Business Case is approved in the knowledge that both the procurement process and prevailing macro-economic conditions may affect the Unitary Charge at Financial Close in September 2009;
  - (iii) that at this stage the impact of the joint procurement on the affordability of the Little London project as agreed by Executive Board in November 2006 is neutral and that the Little London project is therefore still affordable.

(Councillor Harris declared a personal and prejudicial interest in this matter arising from his personal commercial activities, vacated the Chair in favour of Councillor A Carter and left the room for the duration of the discussion and voting thereon)

#### **124 Councillor Harris**

Noting that this was the last meeting of the Board which would be chaired by Councillor Harris the Board thanked him for his services in that capacity and offered him their best wishes.

DATE OF PUBLICATION: 16<sup>TH</sup> NOVEMBER 2007  
 LAST DATE FOR CALL IN: 23<sup>RD</sup> NOVEMBER 2007

(Scrutiny Support will notify Directors of any items called in by 12 noon on Monday 26<sup>th</sup> November)

This page is intentionally left blank



Originator: Kate Arscott

Tel: 247 4189

---

**Report of the Head of Scrutiny and Member Development**

**Scrutiny Board (Children's Services)**

**Date: 6 December 2007**

**Subject: Services for 8-13 year olds**

---

**Electoral Wards Affected:**

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

---

**1.0 Introduction**

1.1 At the board's first meeting in June, members agreed to carry out an inquiry into services for 8-13 year olds as one of their major pieces of work this year. A copy of the agreed terms of reference is attached as appendix 1.

1.3 The first and second formal sessions of the inquiry were held in October. The attached documents outline the information requested for session three and part of session four of the inquiry:

Additional information requested in October

- Further information on summer holiday provision (appendix 2)
- PFI briefing – prepared for Youth Services inquiry in December 2006 (appendix 3)

Examples of targeted services

- Provision for children with disabilities (appendix 4)
- 'All Relative' Project (appendix 5)

Universal services

- Participation strategy (appendix 6)
- Play strategy (appendix 7)

- 1.4 Relevant officers will be at the meeting to present the information and respond to members' questions and comments. Representatives from the voluntary, community and faith sector will also be in attendance to provide their perspective on the issues contained within the scope of the inquiry.
- 1.5 An important feature of most of the Board's major inquiries is a programme of visits, which enable Members to gain first hand experience of the services being scrutinised. Unfortunately, it will not be possible to complete the programme of visits before the Board's meeting. Therefore the Board will need to postpone until January the sharing of findings from the visits, and discussion of the emerging conclusions and recommendations from the inquiry.
- 1.6 The following visits are being organised as part of the inquiry:
- Ireland Wood Primary School – ESNW extended schools cluster
  - Weekenders Club – play scheme for disabled children
  - Leeds City Athletics Club Junior Disability Group
  - Information – including the Hub and Breeze websites
  - Play provision
  - Primary School Council
  - Homework Club
  - After School Club

## **2.0 Recommendation**

- 2.1 The board is requested to consider the issues raised by this session of the inquiry into services for 8-13 year olds.

## **Scrutiny Board (Children's Services)**

### **Inquiry into services for 8-13 year olds in Leeds**

#### **Terms of reference**

#### **1.0 Introduction**

- 1.1 The Leeds Children and Young People's Plan sets out local priorities and actions to deliver universal and targeted services to all children and young people aged 0-19, and older for those with special needs.
- 1.2 Within this framework, the Scrutiny Board has identified the 8-13 age group as a key target group. Early years and youth services are well established services with recognised target age ranges at either end of the 0-19 age spectrum. There is now a need to extend this approach to join up in the middle in a more formalised manner.
- 1.3 During the Board's early work programming discussions with executive members and the Director of Children's Services, the need to develop universal provision for this age group emerged as a key theme. The Scrutiny Board was also aware that the Children's Fund would be integrated into the mainstream children's trust arrangements from April 2008.
- 1.4 This complements the strong conclusion of the Board's inquiry on youth services, carried out last year, which was that there needed to be more investment in universal and targeted services for the 8-13 age group, and that seeking to re-engage young people and their families in structured provision and support at 13-plus was often very difficult.
- 1.5 This is not to suggest that there is no provision for the 8-13 age group currently, but to identify that there is a need for a more formalised approach to ensuring that the full range of services is extended across the whole 0-19 age range, by enhancing current levels of provision for the 8-13 age group. Much of this delivery will be channelled through extended schools.
- 1.6 In order to decide on an appropriate and manageable focus for the inquiry, the board commissioned a small working group from amongst its membership to scope the inquiry. The working group met with the council's Acting Chief Officer for Early Years and Youth Service on 31<sup>st</sup> July.
- 1.7 The working group discussed the strategy for achieving a more joined up service framework so that there is a smooth transition and continuity of opportunities, involvement and support for young people and their families from 0-19.

- 1.8 Members also learned about the statutory impetus provided by the new requirement within the Childcare Act to provide information for children and families covering the 0-19 age group, combined with the new duty to provide a sufficiency of childcare up to the age of 14 to support working families.
- 1.9 In addition, Members touched on the Leeds Play Strategy which was agreed in March 2007.
- 1.10 The working group were concerned to identify areas where the Scrutiny Board's input could add value to the development of services for 8-13 year olds in Leeds, having regard to the proposed timescale for the inquiry.
- 1.11 The group identified a number of aspects of the 'infrastructure' necessary to successful delivery of universal and targeted services for 8-13 year olds, and suggested that the Scrutiny Board's inquiry could focus on these areas, which are set out in section 2.1 below. Many of these themes (such as the provision of quality, accessible information) have formed key strands of inquiries by the Board on a range of topics in the past.

## **2.0 Scope of the inquiry**

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the provision required to deliver a comprehensive range of universal and targeted services for 8-13 year olds and their families in Leeds. The inquiry will focus on the following areas:

- Meeting the requirement to provide information for children, young people and families
- The use of assets, particularly schools but also other buildings, to deliver services
- Governance models in relation to extended schools
- The role of councillors in supporting and promoting local delivery of services for 8-13 year olds
- The opportunities that are available for young people aged 8-13 to participate in decision-making and influence issues that affect them
- The infrastructure required to deliver the play strategy

## **3.0 Comments of the relevant director and executive members**

- 3.1 The following comments were received and have been reflected in the terms of reference:  
*"Thank you for deciding to look into this issue for your review. We look forward to working with Members and supporting this work. The terms of reference provide a helpful starting point. May I suggest that to strengthen the impact the review can make you might like to include in*



*the scope of the inquiry a specific reference to looking at what opportunities are available for young people aged 8-13 to participate in decision-making and influencing issues that affect them. Increasing young people's participation is a key aspect of how we want to develop children's services and an area where, whilst there is a range of existing good practice that members can look at, we also know that we can do more. Members' ideas around opportunities to do this would be helpful."*

#### **4.0 Timetable for the inquiry**

- 4.1 The inquiry will take place between October and December 2007, with a view to issuing a final report in spring 2008.
- 4.2 It is envisaged that the inquiry will take place over four sessions. The inquiry will conclude with the publication of a formal report setting out the board's conclusions and recommendations.
- 4.3 It is planned that the inquiry will include a range of visits to service providers to complement the evidence gathered in formal sessions.

#### **5.0 Submission of evidence**

- 5.1 The following evidence will be considered by the Board

##### **5.2 Session One – 11<sup>th</sup> October 2007**

To consider background information on the development of services for 8-13 year olds as context for the inquiry

To consider information on the development of extended schools/extended services across Leeds

To receive information on the provision delivered by extended schools during the school summer holidays

To consider the governance issues associated with the development of extended schools/extended services

##### **5.3 Session Two – 11<sup>th</sup> October 2007**

To consider the requirement to provide information for children, young people and their families, and how that requirement is best fulfilled.

##### **5.4 Visits**

Exact locations to be confirmed. Will probably include one or more extended schools clusters. May also include parenting support provision. Possible 'information' search focused on half-term activities.

### 5.5 **Session Three – 6<sup>th</sup> December 2007**

To consider the perspective of other agencies involved in delivering services for 8-13 year olds, for example

- Voluntary, community and faith sector providers
- Youth Offending Service/‘All Relatives’

To consider opportunities for young people aged 8-13 to participate in decision-making and influence issues that affect them

To consider the infrastructure required to deliver the Play Strategy for Leeds

### 5.6 **Session Four – 6<sup>th</sup> December 2007**

To discuss the role of councillors in supporting and promoting local delivery of services for 8-13 year olds

To consider any issues arising from sessions one and two

To consider members’ findings from the visits and to discuss issues arising from the visits with officers

To consider the board’s emerging conclusions and recommendations to inform the production of the final inquiry report

## 6.0 **Witnesses**

6.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Director of Children’s Service Unit staff
- Early Years and Youth Services staff
- Children’s Information Service staff
- Education Leeds staff
- Development Department (in relation to the play strategy)
- Voluntary, community and faith sector organisations involved in provision for 8-13 year olds (to be coordinated through the Leeds Voice Forum)
- Children and Young People’s Involvement Advocates
- Leeds Play Network
- School/governing body representatives
- Leeds Youth Offending Service
- Young people and families (through visits)

## **7.0 Monitoring Arrangements**

- 7.1 Following the completion of the scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
- 7.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of recommendations.

## **8.0 Measures of success**

- 8.1 It is important to consider how the Board will deem whether its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.
- 8.2 The Board will look to publish practical recommendations.

This page is intentionally left blank

School or Venue	Phase	Cluster	Summer event
Abbey Grange Church of England High School	Secondary	Inner North West Hub	Nil return
Allerton Grange School	Secondary	N.E.X.T. (NE)	The N.E.X.T. cluster will have a cluster coordinator by January 2008. Two High schools in the Cluster, Allerton Grange and Roundhay. Allerton Grange hosted a G & T Drama summer school, 1 week, 30 students
Allerton High School	Secondary	Alwoodley (NE)	Shared provision with Carr Manor
Benton Park School	Secondary	Aireborough (NW)	Nil return
Boston Spa School	Secondary	EPOS Boston Spa (NE)	Nil return
Brigshaw High School and Language College	Secondary	Brigshaw (E)	G & T East Leeds Oriental project, 1 week, 30 students
Bruntcliffe School	Secondary	Morley North (S)	Nil return
Cardinal Heenan Catholic High School	Secondary	Alwoodley (NE)	Letting to Leeds United for the Sports Hall
Carr Manor High School	Secondary	NETWORKS (NE)	G & T PE, shared with Allerton High, 1 week, 60 students. 2 additional Summer Schools organized through NETWORKS Extended Services, Multi Sports Summer Camp for 8yrs – 12yrs (2 weeks provision which attracted over 100 young people).
City of Leeds School	Secondary	Open XS (NW)	G&T Dance Summer School for cluster primary schools, targeted at Yr5 & Yr6 pupils, 30 pupils in attendance (1week programme).
Cockburn College of Arts	Secondary	Middleton (S)	Nil return
Corpus Christi Catholic College	Secondary	Templenewsam Halton HO	G & T Science Fiction CSI, 2 weeks, 30 students
Crawshaw School	Secondary	Pudsey (W)	G & T PE, 2 weeks, 15 students
David Young Community Academy	Secondary	Seacroft/Manston (E)	G & T mixed media workshops, 1 week, 30 students
Farnley Park High School	Secondary	Farnley (W)	Nil return
Garforth Community College	Secondary	Garforth (E)	G & T transition workshops, 1 week, 30 students
Guiseley School	Secondary	Aireborough (NW)	Large programme of events and activities throughout the summer, with some involvement from cluster coordinator (see exemplar programme)
Horsforth School	Secondary	Horsforth (NW)	G & T materials & molecules science workshops, 1 week, 30 students
Intake High School Arts College	Secondary	Bramley (W)	G & T ICT workshops, 1 week, 30 students
John Smeaton Community High School	Secondary	Seacroft/Manston (E)	Nil return
Lawnswood School	Secondary	Inner North West Hub	Nil return
Morley High School	Secondary	Morley South (S)	Nil return
Mount St Mary's Catholic High School	Secondary	Richmond Hill FOS (E)	Nil return

Otley Prince Henry's Grammar School Specialist	Secondary	Otley/Pool/Bramhope (NW)	G & T year 6 summer school, 3 days, 50 students
Parklands Girls' High School	Secondary	Seacroft/Manston CGS (E)	Nil return
Priesthorpe School	Secondary	Pudsey (W)	Nil return
Primrose High School	Secondary	Inner East LB	With West CLC, 'Gaining a Voice, 85 asylum seeker and refugee children over 3 weeks
Pudsey Grangefield School	Secondary	Pudsey (W)	Despite rebuild, G & T design & technology workshops, 1 week, 30 students, mostly off-site
Ralph Thoresby High School Community Arts Co	Secondary	ES NW (NW)	Closed due to building work
Rodillian School	Secondary	Rothwell Family(S)	G & T design & technology workshops, 2 weeks, 24 students
Roundhay School Technology College	Secondary	N.E.X.T. (NE)	Future Technologies and Creative Recycling - Gifted and Talented, 2 weeks
Royds School Specialist Language College	Secondary	Rothwell Family(S)	Nil return
South Leeds High School	Secondary	Beeston Hill & Holbeck (S)	G & T Introduction to Local Archaeology, 1 week, 20 students
St Mary's Catholic Comprehensive School, Mens	Secondary	Aireborough (NW)	Nil return
Temple Moor High School Science College	Secondary	Templenewsam Halton TN (	G & T Multi-sports academy, 48 students
West Leeds High School	Secondary	Farnley (W)	Nil return
Wetherby High School	Secondary	EPOS Wetherby (NE)	G & T Enrichment and Enhancement, 1 week, 30 students
Woodkirk High Specialist Science School	Secondary	Ardsley & Tingley (S)	G & T science school, multi-cultural cooking and history project, each 1 week, 90 students
Wortley High School	Secondary	Farnley (W)	G & T PE, 1 week, 30 students
BBC Media Centre			Development of radio skills or digital art workshops, 4 days, 14 students
White Rose Learning Centre			Me and My Movie: Film Making, Two 4 day sessions, 37 students in total
			Conference of the Birds, 4 days, 14 looked-after students
			Victorian Arts & Crafts, 2 days, 18 looked-after students
			Mad Science', 2 days, 9 looked-after students
			Medieval Arts & Crafts, 2 days, 24 looked-after students
			Crime and Punishment', 2 days, 32 students
Hunslet Hawks Learning Centre			Transition, 1 week, 12 students, repeat with 21 students
Headingley Learning Centre			Transition, 1 week, 20 students, repeat with 20 students
South Leeds CLC			Arts workshops, 3 weeks, 9 students (NEETS)

# NETWORKS

## **NETWORKS Gifted & Talented Dance Summer School.**

Hosted by Carr Manor High School, 30 young people, were invited to take part in a Dance Summer School, funded by Education Leeds, Primary Gifted and Talented Strand. The week of activities was aimed at Yr5 and Yr6 boys and girls, who had been identified as being gifted and talented in dance, and came together from Carr Manor, Meanwood, Miles Hill, Potternewton and St. Matthews primary schools.



During the five-days the young people developed their dance skills through a series of workshops and creative work, led by trained dance professionals and artists. They experienced a range of dance styles and explored their creative skills, through a creative arts programme, which complimented the dance workshops. The Summer School then culminated in a high level performance for friends and family on the Friday afternoon, who received the children's efforts with a rapturous applause.

As a result of feedback from the young people the NETWORKS Extended Services Cluster will be looking to offer specialist dance workshops. Information about these workshops will be made available through the schools in the area.



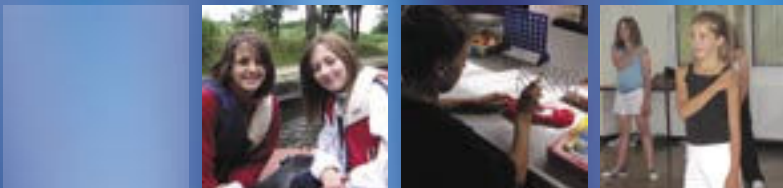
This page is intentionally left blank



# Organised by the 'School Partnership Trust'

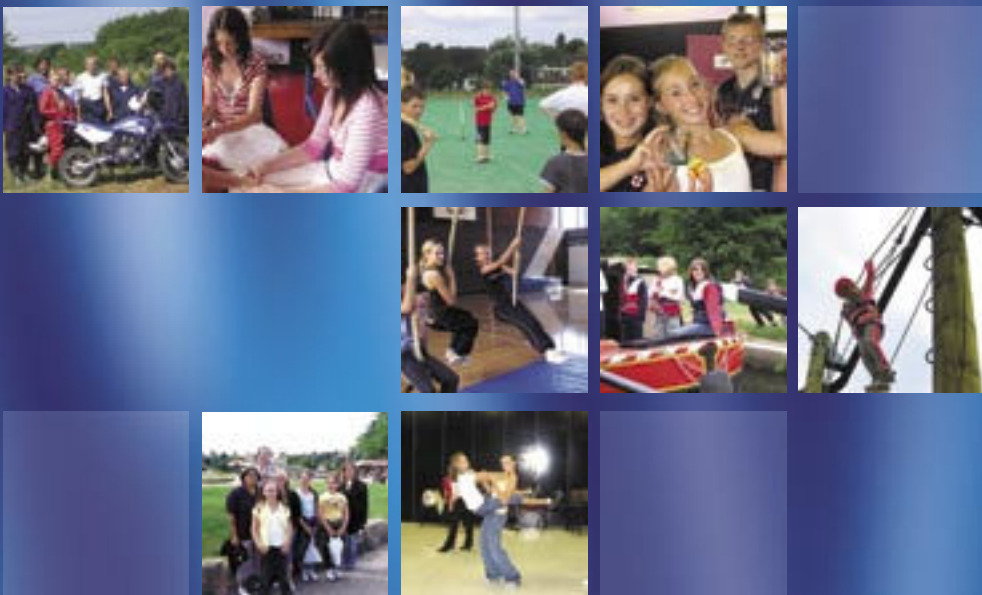
working with

LEEDS **youthservice**



*Garforth and Villages*

## School Holiday Programme 2007



Supported by

**The National Lottery**

through the Big Lottery Fund



# Welcome to the Garforth and Villages School Holiday Programme for 2007.

## Hello!

Many of you will have taken part in the Holiday Programme last summer and we hope you'll come and join us again this year. We have listened very carefully to what you and your parents said you liked, and what you didn't about last year's programme and we've made some changes, so read on and see what's happening

- Because the Big Lottery Fund has given us a grant, we can now run the Holiday Programme through Easter, May half-term, five weeks of the Summer holidays and October half-term!
- THIS IS THE ONLY BOOKLET YOU WILL GET FOR THE WHOLE YEAR SO PLEASE KEEP IT SAFE.
- Four weeks before each holiday, you will be given a booking form. You can only book on activities for one holiday period at a time.
- Where too many people want to do the same activity we will pick names out of a hat! Where there is a big demand for activities, you will only be allowed a place on one, to ensure everyone gets a go.
- If you get Free School Meals, you may get 50% off the cost of the activities.
- As they were very popular, we are doing more trips out.
- We will again be offering sports activities, with our dedicated Sports Team staff; hair and beauty activities at Garforth Community College's own hair and beauty salons; arts and crafts provided by Leeds Youth Service and volunteers; and dance (including ballroom and salsa!) with the wonderful Momentum Dance Company.
- Other new activities for 2007 are archery and orienteering at Herd Farm in Eccup; and motor-biking at BUMPY.

Please read through the booklet. We hope you will want to book on lots of the activities. Activities are open to all 11-16 year olds and/or those of you in Years 6-11. Week One of the Summer Holidays is ONLY open to those of you who will be in Year 7 and 8 in September 2007.

Best wishes

## The Holiday Programme Team

Tel: 0113 385 0658 (Direct) | Tel: 0113 286 9091 (Switchboard)

Email: [holiday2007@btinternet.com](mailto:holiday2007@btinternet.com)

## Volunteer Scheme

Are you interested in volunteering? Would you like to help on the Holiday Programme or in schools? Garforth Community College and its main feeder primary schools are developing the *Garforth Schools' Volunteer Scheme*. No qualifications necessary – just enthusiasm and a willingness to give a couple of hours to help! Training, support and travelling expenses are available. All volunteers will need a CRB check.

If you would like to have a chat and find out more, please ring us on 0113 385 0658.

# Easter Activities 2007

EASTER HOLIDAYS – 2nd April - 13th April				
ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 2nd April</b>				
<b>Rounders</b> – Come and join our Sports Team out on the field for a game (or 3!) of rounders. Drink and snack provided.		12.30-2.30	GCC	£2
<b>Dance</b> – It's Salsa time. Ever fancied learning the basic salsa steps so you can strut your stuff at the disco? Come and join Momentum Dance staff for 2 hours of Latino rhythms and fun.		12.30-2.30	GCC	£2
<b>TUESDAY 3rd April</b>				
<b>Healthy Eating</b> – Join local Youth Worker, Denise making fruit smoothies, cocktails and kebabs – and then eat them for lunch!	10 -12		GCC	£2
<b>Dance</b> – Hip-hop with Momentum Dance. Come and try a variety of hip-hop and streetdance styles.	10 -12		GCC	£2
<b>Bowling</b> – The start of the 2007 Bowling Competition! Join us for a trip to Xscape for a game of bowling. There's a trophy to be presented in November to the overall winner. Don't worry if you are a total beginner, we'll show you what to do!			Depart GCC 12.30 Return 2.30	£2.50
<b>Fun Games</b> – Join the Sports Team in the Sports Hall and try your hand at the mini assault course. (Drink and snack provided).		12.30-2.30	GCC	£2
<b>WEDNESDAY 4th April</b>				
<b>Arts/Crafts (1)</b> – A variety of activities. All Arts/Crafts (1) sessions will involve:- <i>Knitting</i> – we'll show you how to cast-on, knit, purl and cast-off. Make an item of your choice or contribute towards our giant patch-work blanket. <i>Scraper Boards</i> – scrape patterns and pictures. <i>Jewellery Making</i> – badges and bracelets amongst other things. Plus <i>one mystery activity</i> – to be announced at the start of each session. All materials provided.	10-12		GCC	£2
<b>Hair</b> – Join the Garforth Community College Hair Salon and try your hand at shampooing, conditioning, plaiting and styling. There will be no cutting in these sessions!	10-12		HABITS Hair Salon, Oak Road	£2
<b>Football</b> – all welcome. The national teams need all the help they can get. Are you the next David Beckham, Peter Crouch or Sue Smith? Come and practice those dribbling, shooting and passing skills with our Sports Team.	10-12		GCC	£2

...continued overleaf

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>WEDNESDAY 4th April (continued)</b>				
<b>Archery</b> – Calling all Robin Hoods. Come and test your archery skills. Don't worry if you've never done it before – beginners are welcome. All safety equipment will be provided. These sessions will be run by qualified staff at Herd Farm, Eccup, which is owned and run by Leeds Youth Service.			Minibus departs GCC at 12.30 – returning at 3.30	£5
<b>Nail and Beauty</b> – Manicures, nail art and polishes. During term time, HABITS Beauty School, run by GCC, is home to students studying for qualifications, but in the holidays it is being used just by us! All materials provided.		12.30 -2.30	HABITS Beauty Salon, Main Street	£2
<b>THURSDAY 5 April</b>				
<b>All day trip to Doncaster Dome</b> – Ice-skating in the morning. Bring you own packed lunch or lunch money. Swimming in the afternoon. Programme Staff will not be on the ice or in the pool. Qualified staff are on duty at the Doncaster Dome.			Depart GCC 9am Return 4pm	£7
<b>FRIDAY 6 April – Bank Holiday</b>				
EASTER – WEEK TWO				
ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 9 April – Bank Holiday</b>				
<b>TUESDAY 10 April – Holiday</b>				
<b>WEDNESDAY 11 April</b>				
<b>Mini-bus trip to Bradford Media Museum</b> where we will make a TV commercial for the Holiday Programme! The finished product will be shown around schools/youth groups in the area. This activity would suit those young people interested in the media industry. (Maximum 25)			Depart GCC 9.15 Return 12.45	£5
<b>Hair</b> – Join the Garforth Community College Hair Salon and try your hand at shampooing, conditioning, plaiting and styling. There will be no cutting in these sessions!	10-12		HABITS Hair Salon, Oak Road	£2
<b>Football</b> – All welcome out on the school field with our Sports Team. Drink and snack provided.		12.30-2.30	GCC	£2
<b>Nail and Beauty</b> – Manicures, nail art and polishes. During term time, HABITS Beauty School, run by GCC, is home to students studying for qualifications, but in the holidays it is being used just by us! All materials provided.		12.30-2.30	HABITS Beauty Salon, Main Street	£2

## THURSDAY 12 April

**Multi Sports** – Come and try different sports activities with our Sports Team. Drink and snack provided.

### Bowling

The bowling challenge continues at Xscape.

**Archery** – Calling all Robin Hoods. Come and test your archery skills. Don't worry if you've never done it before – beginners are welcome. All safety equipment will be provided. These sessions will be run by qualified staff at Herd Farm, Eccup, which is owned and run by Leeds Youth Service.

**Rounders** – No explanation required. Come and join our Sports Team out on the field. Drink and snack provided.

10-12

12.30-2.30

GCC

Depart GCC  
10am Return  
12.00

Depart GCC  
12.30 Return  
3.30

GCC

£2

£2.50

£5

£2

## FRIDAY 13 April

### Our first trip of the year to Alton Towers.

There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff are and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.

Depart GCC  
8.30am Return  
7.00pm

£15



# Summer Half Term Activities 2007

## SUMMER HALF TERM – 28th May - 1st June

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 28 May – Bank Holiday</b>				
<b>TUESDAY 29 May – Holiday</b>				
<b>WEDNESDAY 30 May</b>				
<b>Motor-bikes</b> – join our Youth Workers for 2 hours of motor-bike riding with qualified instructors down at BUMPY motor-bike project in Birstall. Check them out at <a href="http://bumpy.org.uk">bumpy.org.uk</a> . Protective clothing will be provided. Wear old clothes!			Depart GCC 9.15 Return 12.45	£15
<b>Hair</b> – Join the Garforth Community College Hair Salon and try your hand at shampooing, conditioning, plaiting and styling. There will be no cutting in these sessions!	10-12		HABITS Hair Salon, Oak Road	£2
<b>Archery</b> – Herd Farm again to see how many “bulls eyes” you can hit. Qualified staff will show you what to do.			Depart GCC 12.30 Return 3.30	£5
<b>Nail and Beauty</b> – Manicures, nail art and polishes. During term time, HABITS Beauty School, run by GCC, is home to students studying for qualifications, but in the holidays it is being used just by us! All materials provided.		12.30-2.30	HABITS Beauty Salon Main Street	£2
<b>THURSDAY 31 May</b>				
<b>Make your own lunch!</b> – Healthy food snacks and smoothies are on the menu during our healthy eating sessions. All food provided.	10-12		GCC	£2
<b>Bat and Ball</b> – Join our Sports Team for rounders/ cricket and basketball. You'll do an hour of each with a break for a drink and a snack.	10-12		GCC	£2
<b>Bowling at Xscape</b> – How many strikes can you get? It doesn't matter if you are a beginner or an expert, come and join our Bowling Challenge. We have a trophy to be presented in November for the Highest score. If you don't want to take part in the Challenge, why not just come and have a go?			Depart GCC 12.30 Return 2.30	£2.50
<b>Arts/Crafts (2)</b> A variety of Arts and Crafts activities. All Arts/Crafts (2) sessions will include:- <i>Fabric painting</i> – bring a cloth item to customise <i>Glass Painting</i> – create your own design or use a stencil <i>Card making</i> – cards for all occasions for you to make and take home. <i>A mystery activity</i> – to be announced at the start of the session. All materials provided, but bring your own item for fabric painting.		12.30-2.30	GCC	£2
...continued on the next page				

### THURSDAY 31 May (continued)

**Ballroom Dancing** – Included for the first time in response to popular demand! Staff from Momentum Dance Company will show you the basic steps so you can waltz, cha-cha and jive just like on Strictly Come Dancing! Great for those formal occasions like weddings and proms or just for getting fit!

12.30-2.30

GCC

£2

### FRIDAY 1 June

**Our second trip of the year to Alton Towers.** There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff are and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.

Depart GCC  
8.30  
Return 7pm

£15



# Summer Activities 2007

## SUMMER HOLIDAYS

WEEK ONE – (Open **only** to those who will be in Years 7 and 8 in September 2007)

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 23 July</b>				
<b>Streetdance</b> – Momentum Dance Company will take you through your paces. No experience necessary, just lots of enthusiasm!		12.30-2.30	GCC	£2
<b>Bowling</b> - The 2007 Bowling Competition continues into summer! Join us for a trip to Xscape for a game of bowling. There's a trophy to be presented in November for the individual who gets the highest score. Don't worry if you are a total beginner, we'll show you what to do.			Depart GCC 12.30 Return 2.30	£2.50
<b>Making music</b> – It's Samba time!! Come and join in your very own Samba band. Whistles and drums will be provided. The session will be run by GCC Music Department (so you'll know where it is if you join the Treasure Trail on Thursday!) Come and have a gr8 (and loud) time!		12.30-2.30	GCC	£2
<b>TUESDAY 24 July</b>				
<b>Climbing and Mountain biking</b> – Join our mini-bus trip to Herd Farm, Eccup where qualified staff from Leeds Youth Service will take you up the climbing tower and then out on a bike ride. Safety gear is provided and must be worn.			Depart GCC 10am Return 1pm	£5
<b>Make your own lunch!</b> – Healthy food snacks and smoothies are on the menu during our healthy eating sessions. All food provided.	10-12		GCC	£2
<b>Cricket and Rounders</b> – one hour of each with a break in between for a drink and a snack – and to let you get your breath back.		12.30-2.30	GCC	£2
<b>Contemporary Dance</b> – Come and learn some great new dance moves with the lovely people from Momentum Dance Company. (Ask them how they enjoyed performing at Disneyland Paris!)		12.30-2.30	GCC	£2
<b>Making Music</b> – Steel Pans Workshop. Sounds of the Caribbean at GCC. The Music Department is going to help you get great sounds from the drums. No experience necessary.		12.30-2.30	GCC	£2



<p><b>WEDNESDAY 25 July</b></p> <p><b>Archery</b> – Come and test your archery skills. Don't worry if you've never done it before – beginners are welcome. All safety equipment will be provided. These sessions will be run by qualified staff at Herd Farm, Eccup, which is owned and run by Leeds Youth Service.</p> <p><b>Nails and Manicures</b> – Come and let our qualified staff show you how to make your hands look great at GCC's own Beauty School.</p> <p><b>National Media Museum</b> – Come and try your hand at making your very own Wallace and Gromit style film as we take part in an animation workshop at the wonderful Media Museum in Bradford. (Maximum 20)</p> <p><b>Hair Styling</b> – GCC's own Hair Salon is the venue for our hair styling sessions where our qualified staff will show you how to plait, style, shampoo and condition. Sadly, you won't be cutting anything!</p>	<p>10-12</p>	<p>12.30-2.30</p>	<p>Depart GCC 10am Return 1pm</p> <p>HABITS Beauty Salon, Main Street</p> <p>Depart GCC 12.15 Return 3.30</p> <p>HABITS Hair Salon, Oak Road</p>	<p>£5</p> <p>£2</p> <p>£5</p> <p>£2</p>
<p><b>THURSDAY 26th July</b></p> <p><b>Raft Building</b> – The mini bus is off to Leeds Sailing Centre, Yeadon Tarn this morning where you will be kitted out with safety clothing and shown how to build a floating raft. You'll then spend time on the water before returning home. You will need a change of clothing. (Maximum 12)</p> <p><b>Fun Games</b> – a mini assault course developed by our Sports Team staff Adam and Sarah. Come and see how many sections you can complete.</p> <p><b>Arts and Crafts (1)</b> - a great chance to try a number of different arts and crafts activities. Arts and Crafts (1) will always include:-  <i>Knitting</i> – we'll show you how to cast-on, knit, purl and cast-off. Make an item of your choice or contribute towards our giant patch-work blanket.  <i>Scraper Boards</i> – scrape patterns and pictures  <i>Jewellery Making</i> – badges and bracelets amongst other things.  Plus one mystery activity to be announced at the start of each session.  All materials will be provided.</p> <p><b>Treasure Trail</b> – Come and find your way around Garforth Community College before you arrive in September! Follow the clues, complete the mystery tasks, find the hidden items and answer the quiz questions. Young people will be grouped into teams with a qualified member of staff to support each team. (Small prize for all participants.)</p>	<p>10-12</p> <p>10-12</p>	<p>12.30-2.30</p>	<p>Depart GCC 9.45am Return 12.15</p> <p>GCC</p> <p>GCC</p> <p>GCC</p>	<p>£5</p> <p>£2</p> <p>£2</p> <p>£2</p>

<b>FRIDAY 27 July</b>					
<p><b>Coach trip to Forbidden Corner in North Yorkshire</b> – come and join us as we find our way through mazes and tunnels, under water falls and through doors that keep moving! We will arrive at Forbidden Corner for an early lunch in the grounds before heading off to crack the codes and secret messages.</p> <p><i>Packed lunch required. Please bring waterproof and/or suncream and sunhat. Old clothes are essential and a change of clothes is a good idea if you are the sort of person who always seems to attract the water. Some parts of Forbidden Corner will not appeal to those who scare very easily. For further information please check out their website at <a href="http://www.yorkshirenet.co.uk/theforbidencorner">www.yorkshirenet.co.uk/theforbidencorner</a></i></p>				<p>Depart GCC 10.15 Return 3.15 (approx')</p>	£8

<b>SUMMER – WEEK TWO</b>				
<b>ACTIVITY</b>	<b>MORNING</b>	<b>AFTERNOON</b>	<b>VENUE</b>	<b>COST</b>
<b>MONDAY 30 July</b>				
<p><b>Dance</b> – Hip-Hop. Momentum Dance Company will help you put together your own hip-hop routine. All welcome.</p>		12.30-2.30	GCC	£2
<p><b>Basketball</b> – Join our Sports Team on the basketball court for some shooting practice.</p>		12.30-2.30	GCC	£2
<b>TUESDAY 31 July</b>				
<p><b>Climbing and Mountain biking</b> – Join our mini-bus trip to Herd Farm, Eccup where qualified staff from Leeds Youth Service will take you up the climbing tower and then out on a bike ride. Safety gear is provided and must be worn.</p>			Depart GCC 10am Return 1pm	£5
<p><b>Fun Games</b> – a mini assault course developed by our Sports Team staff Adam and Sarah. Come and see how many sections you can complete.</p>	10-12		GCC	£2
<p><b>Making Music</b> – Steel Pans Workshop. Sounds of the Caribbean at GCC. The Music Department is going to help you get great sounds from the drums. No experience necessary.</p>	10-12		GCC	£2
<p><b>Motor-bikes</b> – join our Youth Workers for 2 hours of motor-bike riding with qualified instructors down at BUMPY motor-bike project in Birstall. Check them out at <a href="http://bumpy.org.uk">bumpy.org.uk</a>. Protective clothing will be provided. Wear old clothes!</p>			Depart GCC 12.15 Return 3.45	£15

<b>WEDNESDAY 1 August</b>				
<p><b>Canoeing</b> – Learners and experienced canoeists are both welcome on this trip to the Leeds Sailing and Activity Centre at Yeadon Tarn in the shadow of the airport runway! Qualified staff will be on the water with the group and everyone will be required to wear appropriate safety clothing which will be supplied. (Maximum 15)</p> <p><b>Nail and Beauty</b> – Manicures, nail art and polishes. During term time, HABITS Beauty School, run by GCC, is home to students studying for qualifications, but in the holidays it is being used just by us! All materials provided.</p> <p><b>Indoor Climbing</b> – Off again in the mini bus. This time we are going to scale the heights at the Leeds Climbing Wall. Trainers or other suitable footwear to be worn. All welcome. (Maximum 12)</p> <p><b>Hair Styling</b> – GCC's own Hair Salon is the venue for our hair styling sessions where our qualified staff will show you how to plait, style, shampoo and condition. Sadly, you won't be cutting anything!</p> <p><b>Arts/Crafts (2)</b> A variety of Arts and Crafts activities. All Arts/Crafts (2) sessions will include:- <i>Fabric painting</i> – bring a cloth item to customise <i>Glass Painting</i> – create your own design or use a stencil <i>Card making</i> – cards for all occasions for you to make and take home. A mystery activity to be announced at the start of the session. All materials provided, but bring your own item for fabric painting.</p>			Depart GCC 9.45 am Return 12.15	£5
	10-12		HABITS Beauty Salon, Main Street	£2
			Depart GCC 12.30 Return 2.30	£8
		12.30-2.30	HABITS Hair Salon, Oak Road	£2
	12.30-2.30	GCC	£2	
<b>THURSDAY 2 August</b>				
<p><b>Football</b> – all welcome. The national teams need all the help they can get. Are you the next David Beckham, Peter Crouch or Sue Smith? Come and practice those dribbling, shooting and passing skills with our Sports Team.</p> <p><b>Arts and Crafts (1)</b> - a great chance to try a number of different arts and crafts activities. Arts and Crafts (1) will always include: <i>Knitting</i> – we'll show you how to cast-on, knit, purl and cast-off. Make an item of your choice or contribute towards our giant patch-work blanket. <i>Scraper Boards</i> – scrape patterns and pictures <i>Jewellery Making</i> – badges and bracelets amongst other things. <i>Plus one mystery activity</i> – to be announced at the start of each session. All materials will be provided.</p> <p>...continued on the next page</p>	10-12		GCC	£2
	10-12		GCC	£2

<b>THURSDAY 2 August (continued)</b>				
<p><b>Bowling</b> - The 2007 Bowling Competition continues! Join us for a trip to Xscape for a game of bowling. There's a trophy to be presented in November for the individual who gets the highest score. Don't worry if you are a total beginner, we'll show you what to do. You might discover a talent you never knew you had!</p>			Depart GCC 12.30 Return 2.30	£2.50
<p><b>Dance</b> – It's Salsa time. Ever fancied learning the basic salsa steps so you can strut your stuff at the disco? Come and join Momentum Dance staff for 2 hours of Latino rhythms and fun. All welcome from absolute beginners onwards.</p>		12.30-2.30	GCC	£2
<b>FRIDAY 3 August</b>				
<p><b>Coach trip to Alton Towers.</b> There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff will be and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.</p>			Depart GCC 8.30am Return 7pm	£15

## SUMMER – WEEK THREE

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 6 August</b>				
<p><b>Streetdance</b> – Momentum Dance Company will take you through your paces. No experience necessary, just lots of enthusiasm!</p>		12.30-2.30	GCC	£2
<p><b>Bowling</b> - The 2007 Bowling Competition continues! Join us for a trip to Xscape for a game of bowling. There's a trophy to be presented in November for the individual who gets the highest score. Don't worry if you are a total beginner, we'll show you what to do.</p>			Depart GCC 12.30 Return 2.30	£2.50
<p><b>Making Music</b> – Steel Pans Workshop. Sounds of the Caribbean at GCC. The Music Department is going to help you get great sounds from the drums. No experience necessary just lots of enthusiasm</p>		12.30-2.30	GCC	£2
<b>TUESDAY 7 August</b>				
<p><b>Climbing and Mountain biking</b> – Join our mini-bus trip to Herd Farm, Eccup where qualified staff from Leeds Youth Service will take you up the climbing tower and then out on a bike ride. Safety gear must be worn.</p>			Depart GCC 10am Return 12.30	£5
<p><b>Make your own lunch!</b> – Healthy food snacks and smoothies are on the menu during our healthy eating sessions. All food provided.</p>	10-12		GCC	£2
...continued on the next page				

<b>TUESDAY 7 August (continued)</b>				
<p><b>Arts/Crafts (2)</b> A variety of Arts and Crafts activities. All Arts/Crafts (2) sessions will include:- <i>Fabric painting</i> –bring a cloth item to customise <i>Glass Painting</i> – create your own design or use a stencil <i>Card making</i> – cards for all occasions for you to make and take home <i>A mystery activity</i> – to be announced at the start of the session All materials provided, but bring your own item for fabric painting.</p>		12.30-2.30	GCC	£2
<p><b>Football</b> – all welcome. The national teams need all the help they can get. Are you the next David Beckham, Peter Crouch or Sue Smith? Come and practice those dribbling, shooting and passing skills with our Sports Team.</p>		12.30-2.30	GCC	£2
<b>WEDNESDAY 8 August</b>				
<p><b>Archery</b> – Come and test your archery skills. Don't worry if you've never done it before – beginners are welcome. All safety equipment will be provided. These sessions will be run by qualified staff at Herd Farm, Eccup, which is owned and run by Leeds Youth Service.</p>			Depart GCC 10am Return 1pm	£5
<b>THURSDAY 9 August</b>				
<p><b>Jazz Dance</b> with Momentum Dance Company.</p>	10-12		GCC	£2
<p><b>Bowling</b> - The 2007 Bowling Competition is bowling along! Join us for a trip to Xscape for a game. There's a trophy to be presented in November to the individual who gets the highest score. Don't worry if you are a total beginner, we'll show you what to do.</p>			Depart GCC 10am Return 12.00	£2.50
<p><b>Arts and Crafts (1)</b> - a great chance to try a number of different arts and crafts activities. Arts and Crafts (1) will always include:- <i>Knitting</i> – we'll show you how to cast-on, knit, purl and cast-off. Make an item of your choice or contribute towards our giant patch-work blanket. <i>Scraper Boards</i> – scrape patterns and pictures. <i>Jewellery Making</i> – badges and bracelets amongst other things. <i>Plus one mystery activity</i> – to be announced at the start of each session. All materials will be provided.</p>		12.30-2.30	GCC	£2
<p><b>Canoeing</b> – Learners and experienced canoeists are both welcome on this trip to Leeds Sailing and Activity Centre at Yeadon Tarn in the shadow of the airport runway! Qualified staff will be on the water with the group and everyone will be required to wear appropriate safety clothing which will be supplied. (Maximum 15)</p>			Depart GCC 12.15 Return 2.45	£5

**FRIDAY 10 August**

**Coach trip to Alton Towers.** There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff will be and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.

Depart  
GCC  
8.30 Return  
7pm

£15

**SUMMER – WEEK FOUR**

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
----------	---------	-----------	-------	------

**MONDAY 13 AUGUST**

**Arts/Crafts (2)** A variety of Arts and Crafts activities.  
All Arts/Crafts (2) sessions will include:-  
*Fabric painting* – bring a cloth item to customise.  
*Glass Painting* – create your own design or use a stencil.  
*Card making* – cards for all occasions for you to make and take home.  
*A mystery activity* – to be announced at the start of the session  
All materials provided, but bring your own item for fabric painting.

12.30-2.30

GCC

£2

**Bowling** - The 2007 Bowling Competition is nearing the end of the summer section! Join us for a trip to Xscape for a game. There's a trophy to be presented in November to the individual who gets the highest score. Don't worry if you are a total beginner, we'll show you what to do.

Depart GCC  
12.30 Return  
2.30

£2.50

**TUESDAY 14 August**

**Climbing and Mountain biking** – Join our mini-bus trip to Herd Farm, Eccup where qualified staff from Leeds Youth Service will take you up the climbing tower and then out on a bike ride. Safety gear must be worn.

Depart  
GCC 10am  
Return 1pm

£5

**Contemporary Dance** – come and learn some new dance moves (or practise your old ones)! Ideal session for those of you doing Dance in school.

10-12

GCC

£2

**Making Music** – Steel Pans Workshop. Sounds of the Caribbean at GCC. The Music Department is going to help you get great sounds from the drums. No experience necessary just lots of enthusiasm!

10-12

GCC

£2

**National Media Museum** – Come and try your hand at making your very own Wallace and Gromit style film as we take part in an animation workshop at the wonderful Media Museum in Bradford. (Maximum 20)

Depart  
GCC 9.15  
Return 12.45

£5

**Aromatherapy** – Our very own qualified aromatherapist will show you how to perform a hand and foot massage with wonderful smelling oils. Bring 2 small towels and prepare to be very relaxed!

12.30-2.30

GCC

£2

<b>WEDNESDAY 15 August</b>				
<b>Archery</b> – Come and test your archery skills. Don't worry if you've never done it before – beginners are welcome. All safety equipment will be provided. These sessions will be run by qualified staff at Herd Farm, Eccup, which is owned and run by Leeds Youth Service.			Depart GCC 10am Return 1pm	£5
<b>Nail and Beauty</b> – Manicures, nail art and polishes. During term time, HABITS Beauty School, run by GCC, is home to students studying for qualifications, but in the holidays it is being used just by us! All materials provided.	10-12		HABITS Beauty Salon, Main Street	£2
<b>Yorkshire Mining Museum</b> – Have you ever wondered what it was really like to work down the pit? Have you heard the stories from Grandad about what it was like? Come and see for yourself as you are kitted out with a lamp and descend into the old mine shaft.			Depart GCC 9.15 Return 1pm	£3
<b>Multi Sports</b> – Come and try different sports activities with our Sports Team. Drink and snack provided.		12.30-2.30	GCC	£2
<b>Hair Styling</b> – GCC's own Hair Salon is the venue for our hair styling sessions where our qualified staff will show you how to plait, style, shampoo and condition. Sadly, you won't be cutting anything!		12.30-2.30	HABITS Hair Salon, Oak Road	£2
<b>THURSDAY 16 August</b>				
<b>It's Salsa time!</b> - Come and join Momentum Dance staff for 2 hours of Latino rhythms and fun. This session is aimed at those of you who already have some dance experience.	10-12		GCC	£2
<b>Outdoor Activities Day</b> – Not for the faint-hearted! You will spend the morning on the High Ropes course out at Herd Farm. The course is challenging, but is supervised by qualified staff who will help you get around. We will have lunch (included in the price) and in the afternoon you can choose whether to go on a 10mile bike ride out to the Emmerdale film set, or take part in orienteering around Eccup. The choice is yours!			Depart GCC 9.30 Return approx 5pm	£7.50
<b>Bat and Ball</b> – Join our Sports Team for rounders/ cricket and basketball. You'll do an hour of each with a break for a drink and a snack.		12.30-2.30	GCC	£2
<b>FRIDAY 17 August</b>				
<b>Coach trip to Alton Towers.</b> There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff will be and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.			Depart GCC 8.30 Return 7pm	£15

## SUMMER – WEEK FIVE

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 20 August</b>				
<b>Kayaking</b> – The mini bus is off to Leeds Sailing and Activity Centre at Yeadon Tarn near Leeds and Bradford airport. Come and spend the afternoon learning how to manoeuvre a kayak and glide across the lake – avoiding the ducks if you can! (Maximum 15)			Depart GCC 12.15 Return 2.45	£5
<b>TUESDAY 21 August</b>				
<b>Climbing and Mountain biking</b> – Join our mini-bus trip to Herd Farm, Eccup where qualified staff from Leeds Youth Service will take you up the climbing tower and then out on a bike ride. Safety gear must be worn.			Depart GCC 10am Return 1.00pm	£5
<b>Football</b> – Your last chance to practise those shooting, passing and dribbling skills before you head back to school in September!	10-12		GCC	£2
<b>Aromatherapy</b> – Our very own qualified aromatherapist will show you how to perform a hand and foot massage with wonderful smelling oils. Bring 2 small towels and prepare to be very relaxed!		12.30-2.30	GCC	£2
<b>Bowling</b> – Last chance this holiday to get the top bowling score and be in with a chance of winning the 2007 Trophy. Don't worry if you've never bowled before – there is such a thing as beginner's luck!			Depart GCC 10am Return 12.00	£2.50
<b>Making music</b> – It's Samba time!! Come and join in your very own Samba band. Whistles and drums will be provided. The session will be run by GCC Music Department.		12.30-2.30	GCC	£2
<b>WEDNESDAY 22 August</b>				
<b>Archery</b> – Come and test your archery skills. Don't worry if you've never done it before – beginners are welcome. All safety equipment will be provided. These sessions will be run by qualified staff at Herd Farm, Eccup, which is owned and run by Leeds Youth Service.			Depart GCC 10am Return 1pm	£5
<b>Nail and Beauty</b> – Manicures, nail art and polishes. Your last chance this summer to learn how to take care of your nails. All materials provided.	10-12		HABITS Beauty Salon, Main Street	£2
<b>Rounders</b> – come on your own or bring a group. Rounders out on the field – weather permitting! Drink and snack included.		12.30-2.30	GCC	£2
<b>Hair Styling</b> – GCC's own Hair Salon is the venue for our hair styling sessions where our qualified staff will show you how to plait, style, shampoo and condition. Sadly, you won't be cutting anything! Last chance to pick up all those good hair tips before you go back to school.		12.30-2.30	HABITS Hair Salon, Oak Road	£2



## THURSDAY 23 August

**Streetdance** – Momentum Dance Company will take you through your paces. No experience necessary, just lots of enthusiasm!

10-12

GCC

£2

**Make your own lunch!** – Healthy food snacks and smoothies are on the menu during our healthy eating sessions. All food provided.

10-12

GCC

£2

**Dance** – Hip-Hop. Momentum Dance Company will help you put together your own hip-hop routine. All welcome.

12.30-2.30

GCC

£2

**Outdoor Activities Day** – Not for the faint-hearted! You will spend the morning on the High Ropes course out at Herd Farm. The course is challenging, but is supervised by qualified staff who will help you get round. We will have lunch (included in the price) and in the afternoon you can choose whether to go on a 10mile bike ride out to the Emmerdale film set, or take part in orienteering around Eccup. The choice is yours!

Depart GCC  
9.30 Return  
approx 5pm

£8.00

## FRIDAY 24 August

**Coach trip to Alton Towers.** The last visit of the holidays! Book early to avoid disappointment! There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff will be and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.

Depart GCC  
8.30am Return  
7pm

£15



# October Half Term Activities 2007


## OCTOBER HALF TERM – 22 October - 26 October

ACTIVITY	MORNING	AFTERNOON	VENUE	COST
<b>MONDAY 22 October</b>				
<b>Multi-sports</b> - Come and join our Sports Team staff and try your hand at different indoor sports.		12.30-2.30	GCC	£2
<b>Bowling</b> – We're almost at the end of the 2007 Bowling Challenge. Come and see how good you are or just come and learn how to bowl!			Depart GCC 12.30 Return 2.30	£2.50
<b>TUESDAY 23 October</b>				
<b>Dance</b> – Hip-Hop. Momentum Dance Company will help you put together your own hip-hop routine. All welcome	10-12		GCC	£2
<b>Football</b> – all welcome. The national teams need all the help they can get. Are you the next David Beckham, Peter Crouch or Sue Smith? Come and practice those dribbling, shooting and passing skills with our Sports Team	10-12		GCC	£2
<b>Arts and Crafts (1)</b> - a great chance to try a number of different arts and crafts activities. Arts and Crafts (1) will always include:- <i>Knitting</i> – we'll show you how to cast-on, knit, purl and cast-off. Make an item of your choice or contribute towards our giant patch-work blanket. <i>Scraper Boards</i> – scrape patterns and pictures <i>Jewellery Making</i> – badges and bracelets amongst other things. <i>Plus one mystery activity</i> – to be announced at the start of each session. All materials will be provided.		12.30-2.30	GCC	£2
<b>Swimming</b> – We're off to Barnsley Metrodome for an afternoon of slides, water and fun. You need to be confident in the water to really enjoy this activity as staff will not be in the pool with you. The pool has qualified lifeguards on duty.			Depart GCC 12.30 Return 3pm	£5
<b>WEDNESDAY 24 October</b>				
<b>High Ropes Course</b> – a chance to see if you have a good head for heights. Come and try out the aerial ropes course at Herd Farm, Eccup. The Centre is run and managed by Leeds Youth Service and qualified staff will be supervising. Safety equipment will be provided and must be worn.			Depart GCC 10am Return 1pm	£5
<b>Nail and Beauty</b> – Manicures, nail art and polishes. Your last chance this year to learn how to take care of your nails at one of our Nail and Beauty sessions. All materials provided.	10-12		HABITS Beauty Salon, Main Street	£2

...continued on the next page **Page 94**

<b>WEDNESDAY 24 October (continued)</b>				
<b>Dance</b> – your last chance this year to try salsa dancing. Come and join the staff from Momentum Dance Company and see how well you can dance to that Latino beat.		12.30-2.30	GCC	£2
<b>Hair Styling</b> – GCC's own Hair Salon is the venue for our hair styling sessions where our qualified staff will show you how to plait, style, shampoo and condition. Last session of the year!		12.30-2.30	HABITS Hair Salon, Oak Road	£2
<b>Bowling</b> – Here it is. At Last! The very last bowling session of the 2007 Bowling Challenge. Find out who has won the trophy! Or just come along anyway for a game of bowling and a laugh!.			Depart GCC 12.30 Return 2.30	£2.50
<b>THURSDAY 25 October</b>				
<b>High Ropes Course</b> – a last chance to see if you have a good head for heights. Come and try out the aerial ropes course at Herd Farm, Eccup. The Centre is run and managed by Leeds Youth Service and qualified staff will be supervising. Safety equipment will be provided and must be worn.			Depart GCC 10am Return 1pm	£5
<b>Arts/Crafts (2)</b> A variety of Arts and Crafts activities. All Arts/Crafts (2) sessions will include:- <i>Fabric painting</i> – bring a cloth item to customise <i>Glass Painting</i> – create your own design or use a stencil <i>Card making</i> – cards for all occasions for you to make and take home. <i>A mystery activity</i> – to be announced at the start of the session. All materials provided, but bring your own item for fabric painting.	10-12		GCC	£2
<b>Bat and Ball</b> – Join our Sports Team for rounders/ cricket and basketball. You'll do an hour of each with a break for a drink and a snack.		12.30-2.30	GCC	£2
<b>Make your own lunch!</b> – Healthy food snacks and smoothies are on the menu during our healthy eating sessions. All food provided.		12.30-2.30	GCC	£2
<b>FRIDAY 26 October</b>				
<b>Coach trip to Alton Towers.</b> The last visit of the holidays! Book early to avoid disappointment! There will be qualified staff on the coach, but young people will go round the theme park without a member of staff. Young people will be told where staff will be and staff will remain in the park at all times. You should be aware that there are height restrictions on some rides.			Depart 8.30am Return 7pm	£15

Should you require all-day childcare during the holidays, these local providers can be contacted on the numbers listed



The Old School  
Vicar's Terrace  
Allerton Bywater

# ABC Daycare

Out of School Care

Children aged from 6 weeks to 11 years

OFSTED Registered	New Equipment	Competitive Rates
Pick Ups from all Local Schools	Wide Variety of Activities	Half Day Nursery Pick Up
52 Weeks a Year	7.30am to 6.00pm	Excellent Qualified Staff

For a visit or a prospectus, please call Katy on 01977 559781 or 07908 736846



...holidays shouldn't be this much fun...

## Holiday Club

Garforth Community College

in partnership with Sweet Peas Nursery Ltd

Weekly activity plans - Active supervision - Tournaments - Role play - Table tennis/Air hockey - Chill zones - 3-14 yrs

☎ 07958 530885



Est. 1996



OFSTED REGISTERED

## OUT OF SCHOOL CLUBS, HOLIDAY PLAYSCHMES & NURSERY WRAP AROUND CARE

Clubs at:  
Garforth Green Lane School, Ninelands School, St. Benedict's School, East Garforth School and Manston St. James School.  
Ages 3-11. All clubs provide care and activities on school site for extra peace of mind!

For further details or an information pack: **0780 3723241**

## **Briefing Paper for Scrutiny Board: Use of PFI Schools by Community Groups and Third Party Groups**

### **1.0 Purpose of this Briefing Paper**

- 1.1 This paper has been prepared in response to a request from Scrutiny Board (Children's Services) to provide details of the contractual provision for community and third party use and the current levels of actual usage at the City Council's PFI schools.

### **2.0 Background Information**

- 2.1 There are three operational Education PFI schemes in Leeds comprising five secondary schools and 16 primary schools. In September 2007 a further two secondary schools will be provided through the Combined Secondary Schools project and in 2008 and 2009 a further five will be provided under Building Schools for the Future.
- 2.2 A key element in each of the PFI schemes has been the provision and maintenance of a range of facilities suitable for both school and community use including sports halls, gyms, dance studios, Multi-Use Games Areas (MUGA's) and sports pitches. A summary of the external facilities at the operational schools is provided in Appendix One.
- 2.3 Within each of the projects the contractor is required to provide all or part of the school buildings and facilities in line with a contractually agreed Maximum Use Table. This table identifies the times and proportion of the school that the contractor will make available during the main teaching day (referred to as core use in the contracts) and outside the main teaching day (referred to as non-core use). Typically the contracts require the whole school to be open during the main teaching day and a portion of the school to be available before school, after school, in the evening, at weekends and during holiday periods for activities including school clubs, governors meetings, rehearsals, community use, training days, holiday clubs and sports events. An example of a maximum use table is provided in Appendix Two.
- 2.4 The schools and Education Leeds can also pay for additional time over and above the maximum paid for through the main contract for their own use or for use by community groups. The extra payment is intended to address the additional costs the contractor will face, such as extended cover by superintendents and cleaners.
- 2.5 The contracts also allow the contractors (subject to certain conditions) to hire the school buildings and external areas for use by third parties. This is managed and controlled by the contractor and can include sporting events (football matches etc) and other events (flower shows, musical performances etc). The contractor is able to charge a commercial rate for the booking to cover the costs of providing the booking. A proportion of the income (or the profit on the income) is returned to Education Leeds on a quarterly basis.

### **3.0 Community Use Contractual Definitions and Leeds City Council Policy**

3.1 Definitions vary slightly between contracts but in principle community use is deemed to include for sporting activities, holiday play schemes, community meetings or other community activities in accordance with the City Council's community use policies.

3.2 Groups included within the City Council's community use policy include:

- Voluntary youth groups such as guides, scouts and majorettes.
- Holiday playschemes (grant aided by Learning and Leisure)
- Music Centres
- Supplementary schools
- Under 18 sports groups
- Community associations and neighbourhood watch groups
- Political party meetings and Councillor surgeries
- Learning and Leisure Youth Services.

All groups should be voluntary non-profit making organisations.

3.3 The use of the schools by the groups identified in 3.2 are supported and subsidised by the LEA through the Education Leeds community use policy. This enables the groups to hire areas within schools free of charge to the group.

3.4 All bookings for community use are managed and administered by the Education Leeds Lettings Unit. They are responsible for ensuring that the groups fall within the requirements of the community use policy and ensure that insurances and security checks are undertaken. The lettings unit can be contacted on Leisure 0113 2243849, Education 0113 2475598

Please note that Lettings Unit refer to community use bookings as 'directed lettings'

### **4.0 Contractual Provision**

4.1 Within the three operational schemes there is either an amount of time specifically for community use or there is time available for use by either the school or community groups. In summary:

#### **4.2 7 Schools Project**

Each of the 7 schools has 3.15 hours of use each term day (190 days per school year) for before school clubs (1 hour) and after school clubs (2.15 hours). This provides a maximum of 4322 hours per annum for before and after school clubs across the 7 schools.

There is also up to 20 hours available in any term week for use of areas at Roundhay and Lawnswood schools for sporting activities by groups of children under 18. This provides a maximum of 1560 hours for community use.

#### **4.3 Primary Schools Project**

Each of the 10 Primary schools has 3.5 hours of use each term day (190 days per school year) for before school clubs (1 hour) and after school clubs (2.5 hours). This provides a maximum of 6650 hours per annum for before and after school clubs across the 10 schools.

Each school also has up to 80 occasions of 3 hours for community use for term time evenings; up to 48 occasions of up to 10 hours for community use on weekday in holidays, up to 36 occasions of up to 3 hours for indoor activities on Saturdays and up to 18 occasions of up to 3 hours for community sports use on Saturdays. This provides a maximum of 8820 hours for community use across the 10 schools

#### **4.4 Combined Secondary Schools Project**

Each of the 6 schools has 3.15 hours of use each term day (190 days per school year) for before school clubs (1 hour) and after school clubs (2.15 hours). This provides a maximum of 3705 hours per annum for before and after school clubs across the 6 schools

To provide greater flexibility in the use of the school facilities in the evenings, at weekends and during holiday periods there is no specific time identified for community use with these schools. This enables the pre-bought time outside of the school day to be used for either the school or community groups, which ensures that the use of the school is maximised.

#### **5.0 Actual Community Group Usage**

5.1 The Education Leeds Lettings Unit have provided details of the current level of community usage within the PFI schools. In summary there are the following community lets within the PFI schools

##### **5.2 7 Schools Project**

A combined total of 27 hours of weekly community use at the two secondary schools

##### **5.3 Primary Schools Project**

A combined total of 4 hours of weekly community use at the 10 Primary schools

##### **5.4 Combined Secondary Schools Project**

A combined total of 50 hours of weekly community use at the 3 operational Secondary schools.

5.5 Please note that no information was provided by the Lettings Unit in relation to before and after school clubs and holiday schemes.

#### **6.0 Third Party Use**

6.1 As outlined in 2.5, school buildings and external areas can also be used by third party groups. The use of the schools by third parties will usually take place outside of the times on the maximum use table and the bookings are

administered and managed by the contractor.

Third parties are charged a commercial rate for the use of the school facilities which is based on the actual costs incurred by the contractor.

- 6.2 There is a general belief that the costs charged by PFI contractors are comparatively high and the use of the school facilities is therefore restricted. However, as part of the planning conditions for the CSSP contract there was a requirement to provide actual costs of hiring sports facilities at the new PFI schools and showing that these costs were comparable to the costs that would be incurred at a Leeds leisure centre. This comparison, which was also required by Sport England, is included in Appendix Three and shows that for bookings during the week the cost of using sports facilities at the new PFI schools is, on average, 6% cheaper than the equivalent facilities at a Leeds Leisure Centre.

The costs for using sports facilities at weekends is higher in the PFI schools but this is primarily because use of leisure centres at weekends is classed as off peak and the costs are subsidised.

- 6.3 It has not been possible to obtain full details of third party bookings at the PFI schools. It is known that there are bookings for a number of general interest groups and some sporting groups. However, there is currently relatively little use of external pitches at weekends.

## **7.0 Sunday Community Use**

- 7.1 There has recently been a request from a local football team to play matches at Methley Primary school (one of the PFI ten primary schools) on a Sunday. This request was initially rejected as there is no pre-bought time for community use on a Sunday.

The football team had previously played their matches on a Saturday and, at the time of the new PFI school opening, had been given assurances that this arrangement would continue. However, the team changed to a league which played their matches on a Sunday and therefore their requirements fell outside of the contractual provisions.

As a result, Education Leeds took the decision to put in place a temporary arrangement with the contractor to allow the matches to take place.

The decision to not have any pre-bought time on a Sunday has been taken for all PFI contracts and the same decision is proposed for the BSF project.

## **8.0 Booking of Community Use and Third Party Use**

- 8.1 The general requirement for the booking of facilities at PFI schools is as follows:
- Requests for bookings by community groups are managed and administered by the Education Leeds Lettings Unit.



- Requests for bookings by third party groups are managed and administered by the relevant contractor, typically through their help desk.

8.2 Requests for community and third party bookings do follow processes which ensures that the bookings can be provided in line with contractual and directed lettings policy implications. It is acknowledged that in some instances community groups consider this process as unnecessarily bureaucratic and it is proposed to review the booking processes to ensure that bookings are not unnecessarily rejected due to the length of time taken to approve the booking. There have also been instances of contractors rejecting community use without full justification.

## **9.0 Conclusions**

### **Community Use in non PFI Schools**

From evidence provided recently by Learning and Leisure community use in non PFI Schools, of particularly sports pitches, appear significantly lower in non PFI Schools and in the majority of non PFI Schools seems to be precluded.

### **9.1 Community Use at Secondary Schools**

Actual community use in the five operational secondary schools averages over 15 hours a week for each of the schools, which is below the maximum provided for by the contracts.

### **9.2 Community Use at Primary Schools**

There is currently only 4 hours of actual weekly community use at the primary schools, which is significantly below the average of 169 hours a week provided by the contract across the ten schools for community use.

### **9.3 Sunday Community Use**

None of the existing or proposed PFI schemes currently have any pre-bought time on Sundays for either school or community use. This is not unusual for school facilities.

### **9.4 Third Party Use**

It has not been possible to obtain full details of third party bookings at the PFI schools. However, the recent cost comparison exercise undertaken for the Combined Secondary Schools project shows that the costs charged at PFI schools are comparable with costs at leisure centres

### **9.5 Booking of Community Use and Third Party Use**

The responsibility for the management and administering of calls for the two types of use is clearly defined and understood by the parties to the contract. Although the process is very similar to the directed lettings system used for other schools, some groups have identified difficulty in using the booking process and uncertainty as to who to contact.

## **10.0 Current Position**

10.1 In the report of the Director of Learning and Leisure to the Executive Board

scheduled for 13<sup>th</sup> December 2006 it is proposed that a pilot project is developed between Learning and Leisure and Education Leeds to promote further access to sports pitches through the Combined Secondary Schools Project.

**Appendix One: Summary of External Sporting Pitches and Facilities at Operational PFI Schools**

<b>7 SCHOOLS</b>
<b><u>ROUNDHAY</u></b>
2 Nr. Football Pitch
1 Nr. Cricket Pitch
5 Nr. Tennis Court/ 2 Nr. Netball (tarmac surface)
2 Nr. Rugby Pitch( 1 Nr. full size)
2 Nr. Hockey Pitch
1 Nr. Athletics Track
<b><u>LAWNSWOOD</u></b>
1 Nr. Athletics Track
1 Nr Cricket Pitch
2 Nr. Rugby Pitch(1 Nr. full size)
4 Nr. Tennis Court3 Nr. Netball (tarmac surface)
2 Nr. Football Pitch
1 Nr. Hockey Pitch( full size)
1 Nr Hockey Pitch(7-a-side)
<b><u>SPRING BANK PRIMARY</u></b>
1 Nr. All-weather artificial pitch
<b><u>5 LANES PRIMARY</u></b>
1 Nr. Football Pitch
1 Nr. Junior Games Court (tarmac)
<b><u>OAKWOOD PRIMARY</u></b>
1 Nr. Junior Football Pitch
2 Nr. Junior Games Courts
<b><u>ASQUITH PRIMARY</u></b>
1 Nr. Football Pitch
<b><u>HILL TOP PRIMARY</u></b>
1 Nr. Netball Court
1 Nr. Football Pitch
<b><u>LEEDS PRIMARIES</u></b>
<b><u>COOKRIDGE PRIMARY</u></b>
2 Nr. 5-a-side pitches (tarmac)
1 Nr. Grassed Pitch
<b><u>KIPPAX PRIMARY</u></b>
1 Nr Netball / 5-a-side football pitch (tarmac)
1 Nr. Grassed Mini Pitch
<b><u>ROTHWELL PRIMARY</u></b>
1 Nr Netball / 5-a-side football pitch (tarmac)
2 Nr. Grassed Pitches.
<b><u>HORSFORTH PRIMARY</u></b>
1 Nr. Grassed Pitch
1 Nr. 5-a-side football / Netball (tarmac)
<b><u>YEADON RUFFORD PARK PRIMARY</u></b>
1 Nr. MUGA (Netball, 5-a-side, Short Tennis)

1 Nr. Grassed Sports Pitch.
<b><u>RAWDON PRIMARY</u></b>
1 Nr. MUGA (Netball, 5-a-side, Short Tennis)
1 Nr. Grassed Sports Pitch
<b><u>EAST ARDSLEY</u></b>
1 Nr. MUGA (Netball, 5-a-side, Short Tennis)
1 Nr. Grassed Sports Pitch
<b><u>METHLEY PRIMARY</u></b>
1 Nr. MUGA (Netball, 5-a-side, Short Tennis)
1 Nr. Grassed Sports Pitch
<b><u>PUDSEY PRIMARY</u></b>
1 Nr. Grassed Sports Pitch
1 Nr. Tarmac Sports Pitch
1 Nr. Basket ball / Netball Court ( tarmac)
<b><u>LOWER WORTLEY</u></b>
1 Nr. 5-a-side Football Pitch
<b><u>COMBINED SEONDARY SCHOOLS PROJECT</u></b>
<b><u>CARR MANOR SECONDARY</u></b>
4Nr Grassed Sports Pitches
1Nr. Rugby Pitch
1 Nr. Athletics Track
3 Nr. Tennis Court / 3 Nr. Netball (tarmac surface)
<b><u>SOUTH LEEDS SECONDARY</u></b>
1Nr Grassed Sports Pitches
1Nr. Rugby Pitch
3 Nr. Tennis Court / 3 Nr. Netball (tarmac surface)
<b><u>PRIMROSE SECONDARY / SHAKESPEARE PRIMARY</u></b>
1Nr Grassed Sports Pitches
1Nr Artificial Sports Pitches
<b><u>JOHN SMEATON SECONDARY(Opening September 2007 – school have use of adjoining new sports centre)</u></b>
2Nr Grassed Sports Pitches
<b><u>RALPH THORESBY SECONDARY (Opening September 2007)</u></b>
1Nr Grassed Sports Pitches
3 Nr. Tennis Court / 3 Nr. Netball (tarmac surface)
2 Nr Grassed Sports Pitches (Tinshill Rec)

**Appendix Two Primary Schools Maximum Scheduled Use Table (Per School)**

<b>Core Hours</b>	<b>Occasions</b>	<b>Start</b>	<b>End</b>	<b>Duration (Hours)</b>	<b>% of Facility</b>
On School Teaching Days	190	08:30	15:30	7	90
On Early Years Teaching Days	243	08:00	18:00	10	10
Days facility open	243				

<b>Non-Core Hours on School Teaching Days</b>	<b>Occasions</b>	<b>Start</b>	<b>End</b>	<b>Duration (Hours)</b>	<b>% of Facility</b>
Before school clubs	190	08:00	09:00	1	10
Before school meetings & other essential school staff/visitor access	190	07:30	08:30	1	10
After school clubs	190	15:30	18:00	2.5	10
Other extra curricular activities for pupils	190	15:30	16:30	1	10
After school meetings & other essential school staff/visitor access	190	15:30	17:30	2	10
Community Use	80	18:30	21:30	3	5
"Small" evening meetings & events	30	18:30	21:30	3	10
"Large" evening meetings & events	9	18:30	21:30	3	90
Days facility open	190				

<b>Non-Core Hours on Early Years Teaching Days</b>	<b>Occasions</b>	<b>Start</b>	<b>End</b>	<b>Duration (Hours)</b>	<b>% of Facility</b>
School Training Days	5	08:30	15:30	7	90
School Holiday Days access	25	08:00	13:00	5	20
Community Use on school holiday days	48	08:00	18:00	10	10
Early meetings etc for early years staff / visitors	243	07:30	08:00	0.5	5
Late meetings etc for early years staff / visitors	243	18:00	18:30	0.5	5
Days facility open	243				

Scrutiny Board Briefing Paper: Community and Third Party Use of PFI Schools

<b>Non-Core Hours on Saturdays during Term Time</b>	<b>Occasions</b>	<b>Start</b>	<b>End</b>	<b>Duration (Hours)</b>	<b>% of Facility</b>
Community Use indoor activities	36	09:30	12:30	3	5
Community Use sports	18	09:30	12:30	3	5
School sports	18	09:30	12:30	3	5
School Events	3	09:00	16:00	7	90
Days facility open	36				

Notes: Start and end times are indicative; % of facility is approximate.

**Appendix Three: Leeds Combined Secondary Schools PFI – Third Party Prices IIC / Mitie Schedule of Prices V LCC Schedule of Prices**

Area	IIC Hourly Rate week day	Standard LCC fees / charges ('peak time')	IIC Hourly rate weekend	Standard LCC fees / charges ('off peak time')
1. Halls with toilets*	£32	From £21.80 / hour	£40	From 21.80 / hour
2a. Sports halls with toilets*	£32	No comparable price available	£40	No comparable price available
2b. Sports hall with toilets, changing facilities*	£35	£45	£43	£33
3. Dance studios, with toilets*	£25	No comparable price available	£32	No comparable price available
3a Dance studio with toilets and changing facilities*	£28.5	£26.50 (studio at LIP)	£35.5	Not available
4. Gymnasium with toilets*	£25	No comparable price available	£32	No comparable price available
4a Gymnasium with toilets and changing facilities*	28.5	£45	£35.5	£33
5. The community theatre at Ralph Thoresby	TBC	N/A	TBC	N/A
6. External Areas;	£21.5	No comparable price available	£28.5	No comparable price available
6a External Areas with toilets	£25	No comparable price available	£34	No comparable price available
6b External Area with toilets and changing facilities	£28.5	£36.70 (Astroturf price)	£37.5	£24.80 (Astroturf price)
7. Such other areas as the City Council's Representative shall permit in his absolute Discretion.	P.O.A.	N/A	P.O.A.	N/A
8. Special Events such as weddings, private parties	P.O.A.	N/A	P.O.A.	N/A

Note:

- \* 10% uplift for Utilities as appropriate
- On average the IIC / Mitie weekday use of the facilities are 6% cheaper than the comparable facilities at Leeds leisure centres (including utilities costs)
- On average the IIC / Mitie use of the facilities are 14% more expensive than the comparable facilities at Leeds leisure centres (including utilities costs)
- Please note that the above IIC / Mitie rates do not take in to account the cost benefits of block bookings which would reduce hourly rates
- LCC rates are taken from the 2006 rates and prices document ([http://www.leeds.gov.uk/files/2005/week52/inter\\_a67f499f-f9db-46bb-9b09-2086152eb125\\_067494ac-369f-44cb-bd24-a8505597f36b.pdf](http://www.leeds.gov.uk/files/2005/week52/inter_a67f499f-f9db-46bb-9b09-2086152eb125_067494ac-369f-44cb-bd24-a8505597f36b.pdf))

This page is intentionally left blank



## Aiming High for Disabled Children

### Short Breaks Pathfinder Programme Bid

The following details provide a summary of the short break service and are taken from a pathfinder programme bid.

<b>Current short break services provided in Leeds</b>					
<b>Short break provision</b>	<b>Is a service provided? (yes/no)</b>	<b>Funded jointly (yes/no)</b>	<b>Funding body/ bodies</b>	<b>Est. total local authority expenditure on services in 2007-08</b>	<b>Est. total other agency expenditure on services in 2007-08</b>
<b>Residential Unit Services</b>					
Overnight stays	Yes	provided by both LA and PCT but it is separate provision	LA (Social Care) and PCT	LA £755,330	PCT - £448k (Hannah House running costs)
Day care or sessional visits	Yes, small pre-school day provision provided by Health respite unit.				
Outreach service	No				
<b>Family based overnight care</b>					
Contract carers	Yes. Family Placement have 7 contract carers	No	LA (Social Care)	£327,202* total budget for Contract Carers and Family Link carers	
Overnight sitting services	Yes, Children's Continuing Care Nursing Team/ Family Placement team	provided by both PCT and LA but it is separate provision	LA (Social Care) and PCT	£113,191 total budget for family placement sitting services	PCT- £765k
Family Link services	Yes. 75 Link carers	No	LA (Social Care)	£327,202*	
<b>Family based day care</b>					
Contract carers	Yes. Family Placement contract carers who offer overnight care will also offer some day care	No	LA (Social Care)	£327,202*	
Family Link services	Yes. Family Placement carers who offer overnight care will also offer some day care	No	LA (Social Care)	£327,202*	

\* total budget for Contract Carers and Family Link carers

Short break provision	Is a service provided? (yes/no)	Funded jointly (yes/no)	Funding body/ bodies	Est. total local authority expenditure on services in 2007-08	Est. total other agency expenditure on services in 2007-08
<b>Sitting or sessional services (inc. befriending)</b>					
	Yes, Children's Community Nursing Team	Yes	PCT and LA (Carers Grant)	LA £22,000	PCT £52,225
	87 approved sitters, provide sessions and some overnights and longer periods in the child's own home	No	LA (Social Care)	£113,191 total budget for family placement sitting services	
	Voluntary Sector contract and spot purchasing with agencies	No	LA (Social Care)	£ 245,000 block contract £43,860 Block contract, carers grant	
<b>Other short break services</b>					
	Martin House Hospice provides some respite	No	PCT		£147k (PCT grant to Martin House)
	Direct Payments- there are 90 families in receipt of direct payments	No	LA (Social Care)	£360,300	
	Leeds Inclusion Support service – Supports the inclusion of disabled children in pre school, out of school and play provision	Yes	LA (Sure Start, Children's Fund, Carers grant) and PCT	Sure Start grant £75,000 (Supports pre school and child care for working parents as well as play and leisure)  Carers Grant £25,500	PCT £19,500  Children's Fund £12,500
	Weekenders – Specialist Voluntary play care provision at weekends	Yes	LA (Social Care and Carers Grant) Children's Fund	Social care £60,000 Carers grant £17,000	Children's Fund £55,000

Short break provision	Is a service provided? (yes/no)	Funded jointly (yes/no)	Funding body/ bodies	Est. total local authority expenditure on services in 2007-08	Est. total other agency expenditure on services in 2007-08
	Weekend residential breaks for disabled children	No	LA (Carers Grant)	Carers grant £9500	
	Vol sector and parents groups that provide short break activities	No	Some LA grants and fundraising by groups		

**Each pathfinder is expected to focus on 4 ‘learning themes’ from a list of 20. Leeds has chosen to focus on:**

- Ensuring that parents, children and young people are fully involved in the planning, commissioning and delivery of short break services – in keeping with the local core offer (A1)
- Building the skills in the short break workforce to deliver the Full Service Offer (C2)
- Securing sufficient, quality short break provision for severely disabled children and young people who have challenging behaviour as a result of their impairment (D2)
- Securing significant, cost effective short break provision by working effectively with universal services (F1)

**The contribution which Leeds would make to learning as a pathfinder is outlined as follows:**

1) There is a wide range of short break provision in Leeds provided by the Local Authority, PCT and Voluntary Sector. This includes specialist residential overnight services (LA and PCT) , Home Based Services(LA, Voluntary Sector and PCT), a well established Family Placement Service and community based services which are joint funded and provided in partnership with the Voluntary Sector. A large number of families receive direct payments.

2) There is well established partnership working in the city. The Disabled Children’s Inter-Agency Partnership leads on strategic planning, service development and joint commissioning of services for disabled children and is attended at a senior level. The group recently appointed a jointly funded programme manager to support the further integration and development of services for disabled children in line with key legislation and guidance.

Priorities for the post are:

- leading on a review of short break provision including further developing both specialist and targeted provision;
- supporting disabled children and young people to access universal provision; and
- further developing parent and child involvement and access to information about services .

The Partnership is therefore committed to developing and improving short break provision with the involvement of parents and families, and this work is already underway.

3) The programme manager has capacity to lead on the work and has experience in developing and integrating short break provision in her previous authority. This has included

developing community based specialist and targeted provision and supporting access to universal provision by developing staff skills through training and mentoring. This is an area Leeds want to develop, to secure significant, cost effective short break provision by working effectively with universal services, to ensure there is a range of provision to meet differing needs and that this is equitably allocated according to need.

4) Leeds is in a strong position to further develop inclusion in universal provision, particularly by improving access to, and availability of, inclusive play and leisure services which also provide short breaks: The city is making good progress in developing extended services and supporting inclusion in these with extended services representatives based in many special schools. One of the clusters is involved in a SEN Regional pilot in respect of inclusion in extended services. The Youth Service wants to further support inclusion; the Inclusion Support Service and Play Network have specialist staff that support inclusion of disabled children in play and leisure settings. There is a specialist sports service and a wide range of voluntary sector provision (such as weekend and holiday play schemes) in the city. Leeds is piloting the budget holding lead professional and wants to enable families to access a basic level of community based short break provision through a CAF completed by a lead professional who can access an aligned or pooled budget to fund any additional support. A work stream is being established to progress this, with parent representation.

5) There is in place a multi-agency resource panel that allocates overnight provision in Health and Social Care. Allocation of resources will be developed to include access to universal and targeted services and ensure all resources are equitably and transparently allocated according to the child and families needs. To support this, assessments will better identify which families need specialist services and which can be supported by more preventative services. This will lead to specialist services becoming more responsive and flexible to families that need these, reducing family breakdown.

6) Leeds was one of the first local authorities to set up a family placement scheme for disabled children. It has a variety of services and has demonstrated its ability to recruit and support carers and provide flexible packages of care. Partnership working in respect of short break provision can be evidenced using the scheme as an example: There is a long standing protocol which is reviewed yearly with the Leeds Health Trusts to train Family Placement carers in nursing interventions and other partnerships include the Fire Service undertaking Fire Risk Assessments, the Community Equipment Service storing and cleaning equipment, and the children's OT team undertaking assessments. The Family Placement Service has identified the need for additional funding to recruit fee paid carers to target hard to place children with challenging behaviour, and BME carers.

7) The good practice that is already established in respect of health service staff supporting and training carers and staff in short break settings will be further developed to build the skills of the short break workforce. This will include partnership working with CAMHS and the Children's' Community Learning Disability team to support the inclusion of children with challenging behaviour in all settings, both in universal services but also carers and staff in targeted and specialist short break settings.

8) As part of a £5m Disabled Children's PFI programme, a 12 bedded short break residential unit is being replaced with a new single storey unit and a new 8 bedded residential unit is being built for Young People 14-18 with learning disabilities and challenging behaviour. It will link with the Adult PFI Independent Living Project to create a pathway to independence in adulthood. The skills of residential staff will be further developed and enhanced prior to the opening of the new units, particularly to meet the needs of children with challenging behaviours and to improve the quality of provision.

9) There is strong commitment in the city to involving parents and disabled children in service developments and parents are represented on many workstreams. A proposal for a parent

liaison post is in development and the Children's Information service are working with agencies to establish a Disabled Children's Information service and a newsletter which can support parents in meeting the needs of disabled children and identifying provision.

10) The above demonstrates Leeds' strong position to progress the short break programme to meet the Full Service offer by April 2010 and thus contribute to national learning. The proposal to achieve this meets both the four specified learning themes but also the majority of the learning themes.

**There are a number of ways Leeds have developed an understanding of disabled children, young people's and parents requirements for short breaks:**

1) A parent action group (PCA) has worked closely with the Disabled Children's Inter-Agency Partnership for many years as a partner in the planning, commissioning and delivery of services.

2) A parent support group, SNAPS recently undertook a consultation exercise with parents (over 100) in respect of short breaks and the key messages were that parents wanted :

- To be involved in service developments
- To have increased access to information about services,
- Improved access to play and leisure opportunities, (both for parents to take children too, and for community based short breaks) and more short break provision in general
- transparent and equitable allocation of short breaks

These issues have been incorporated into the review of short break provision and resulting strategy for development.

3) Parents have been involved in other consultations including planning for the new PFI residential units and developing the Carers Strategy, and are represented on a number of working/steering groups.

4) Referrals for Social Care and Health short break provision are via a Disabled Children's Integrated Needs Assessment, completed with parents and children, and presented to the multi agency resource panel. The panel allocates the most appropriate resource and monitors unmet need which is incorporated into future service planning.

5) There are a number of active parent support groups in the city working in partnership with services and a well established parent partnership service supporting the development of parent's forums in the five "wedges" in the city. A multi agency parent liaison post will support further parental involvement throughout the implementation of the Aiming High agenda and enable consultation and feedback on service provision with as many parent groups and individual parents as possible, and from all community groups. This will help ensure future provision meets the needs of all. It will develop a parent link/information exchange and work closely with the disabled children's information service.

6) There is a multi agency disabled children's participation worker in post who supports the involvement of disabled children in service developments. Disabled children have been involved in consultation about the new PFI residential units and the worker is setting up a disabled children and young people's forum which will link into universal young people's forums. This will work alongside the parent forums to ensure full involvement in service developments, and also incorporate the views of siblings.

7) Children who have overnight short break provision in a social care or health setting have six monthly reviews of their care package. This includes all professionals involved with the child and family, and parents are central to the process and their views sought. The child's input is welcomed and supported in the most appropriate way.

8) The regional pilot in respect of inclusion in extended services is providing resources to support professionals incorporate the views of parents. This will be extended across the city.

### **PCT commitment**

The PCT is strongly committed to the provision of a full range of short breaks, working in partnership with the Local Authority and 3<sup>rd</sup> sector providers to ensure that the health needs of children receiving short breaks can be met in all settings. This includes support to non-Health providers, as well as the direct provision of a range of Health respite provision, and is reflected in our extensive expenditure in this area.

Our Children's Continuing Care Policy is an example of good practice, and underpins the provision of an extensive nursing respite service into children's homes, both in the day-time and overnight, supporting children with the most complex needs and technology dependant children. Leeds is participating in the National Children's Continuing Care Pilot, and will ensure that the new Framework is fully aligned with the best practice elements of our current process.

Leeds has invested in a 4 bedded purpose-built, dedicated Health respite unit, Hannah House, which offers residential respite to a wide group of children identified as having health needs using our ground-breaking Nursing Dependency Tool. The Unit provides short breaks, as well as some day care and day trips for the children. The PCT is currently developing a business proposal to extend the provision in Hannah House to 6 beds, to encompass both step down care for technology dependant children and additional respite.

All Health respite provision is allocated by a joint Social Services & Health Panel, to ensure that the full portfolio of provision in the city is fairly allocated according to need.

Leeds has a well established Children's Community Nursing Team which provides short day-time sessions (3 hours weekly) of respite to children and families with less complex health needs (ie not eligible for continuing care).

The PCT provides support to a wide range of non-Health providers to enable them to meet children's health needs in a range of settings, and training agreements are in place with statutory partner agencies. The PCT is committed to extending this approach to enable all children, regardless of their level of need, to access universal provision and opportunities for leisure and new experiences alongside their peers.

Leeds would be willing to work with Regional Commissioning Units to explore ways of improving the commissioning of short breaks.

### **The following support needs have been identified to enable Leeds to become a pathfinder**

A part time project officer to develop and implement a communication strategy in respect of the Aiming High agenda and Pathfinder programme and to support the Programme Manager in setting up information systems to ensure the reporting requirements are met.

Additional support in fully establishing the parent forums and children and young people's forums across the city and supporting the workforce in incorporating parent and child views into service developments. This support could be identified through extending the work being done in the SEN inclusion in extended services pilot

## **BRIEFING REPORT FOR SCRUTINY BOARD**

**The Project** - The ‘all relative’ project delivers Incredible Years (Webster Stratton) parenting programmes to parents of 8-13 year olds at risk of anti-social behaviour. These programmes are theoretically grounded and have a strong evidence base in improving family functioning by increasing parents’ skills and confidence. Incredible Years programmes have been well researched and are validated by NICE (National Institute for Clinical Excellence). All staff are trained in the approach and their practice is supervised. Initial funding in 06 came from the DfES early parenting pathfinder initiative, with additional funding from the Respect Task Force in 07. All funding ceases in March 08.

The project delivers effective 18 week programmes and removes barriers to attendance for ‘hard to reach’ parents mainly in the lowest 10% super output areas of the city. This has resulted in good records of attendance, completion and parental satisfaction although many families need additional support from workers between group sessions to hold them in the project. A clinical psychologist provides expertise where this is needed. In addition to project funded staff a range of partnerships provides additional personnel to support the programme delivery. These include, for example, colleagues from Early Years, Anti-social Behaviour Unit, CAMHS, Education Leeds and all staff are trained in Incredible Years thus building capacity within the city. Governance for the project is via a Steering Group comprising the key agencies involved in referral and delivery and the project is hosted within the Youth Offending Service.

Parents ‘graduating’ from the first round of groups received certificates in August and the second round of groups is well under way including an evening group which is city wide. A regular ‘drop-in’ facility has been developed for ongoing support and some of the parents are becoming volunteers within the project to support and encourage other parents attending groups. The project was featured on Sky News earlier this year and showed parents speaking out about how the project is helping them and their families.

**Outcomes** - ‘all relative’ is meeting its aims and objectives and achieving outcomes against its targets. Targets for attendance and completion at the groups by parents have been exceeded and significant reductions in first time entrants (young people) to the criminal justice system many from the super-output areas covered by the project have been evidenced. Comprehensive measures used with attendees at the first round of groups have been analysed by University of Bangor. This report – which is available to members, concludes:-

*From the results we can conclude that although the participating families were mainly socially deprived, and had suffered many negative experiences and problems, the parenting course reduced depression and helped parents to manage difficult child behaviour by improving their parenting skills. We know that it is parent behaviour that has modified child behaviour as only the parents attended the group; the children were not seen.*

*Child behaviour was much improved after parents had participated on the parent course and teachers reported some positive outcomes for children in their learning and behaviour at school.*

**Further Information** - Wendy Gledhill, Project Manager (2474835) is happy to provide any further information and details.

Nov.07





**Leeds children and  
young people's  
participation strategy  
2007**

**Children Leeds**

## Foreword

Making sure that every child can get involved in shaping the services that they use is vitally important. It forms a central theme of our Children and Young People's plan as it helps deliver effective and personalised services. It also ensures that each and every child makes the most of their talents, fulfils their potential and develops their confidence.

Leeds has an abundance of children's centres, schools, services, organisations, partnerships, projects and activities that do just that. The list is endless. But we have made a good start, as you will see in appendix 1!

This strategy shows the commitment to take our success in the participation of children and young people to the next level. For the first time it brings together in a single approach how we will work as a partnership to plan, deliver and improve the participation of children and young people in the services that matter to them.

We asked children and young people how they would know if we had succeeded in involving them. One young person told us that "it would look like heaven and every one would be more friendly."

We couldn't agree more.

Lead executive member for children's services  
Councillor Richard Brett

Director of children's services  
Rosemary Archer

## Contents

<b>Leeds children and young people's participation strategy 2007</b>	<b>4</b>
• Aims	4
• Principles	4
• Building a culture of participation: rationale and benefits	4
• How do organisations benefit from children and young people's participation?	5
• How do children and young people benefit from participation?	5
• Levels of participation	6
• Priorities for Leeds	7
• How will we know if the strategy is working? Children and young people's views	7
<b>Appendix 1 Resources to support Participation</b>	<b>8</b>
<b>Appendix 2 Participation Model</b>	<b>31</b>
<b>Appendix 3 Outline Implementation Plan</b>	<b>32</b>

# **Leeds children and young people's participation strategy 2007**

## **Who is the strategy for?**

This strategy affects us all. We want to work together with our children and young people to help them to achieve the outcomes that they want for themselves. The strategy covers all children and young people aged 0-19 years, plus some young people with additional needs up to the age of 25.

## **What do we mean by participation?**

Participation means that children and young people have an ongoing influence over decisions and actions, not just that they are present.

## **Aims**

The aims of the strategy are:

- to provide a framework for all organisations across the Children Leeds Partnership to assist them in involving children and young people in the design, delivery and review of the services that affect them.
- to provide a mechanism for establishing and embedding good participatory practice in Leeds.
- to set out the range of activities underway in Leeds and the support available.

## **Principles**

The Leeds Charter for the Participation of Children and Young People was adopted in 2002. Its five key principles underpin this strategy. They are that we will ensure that:

1. we have positive attitudes towards all children and young people.
2. we are accessible to all children and young people.
3. across the Children Leeds Partnership we have the appropriate resources to support the participation of children and young people.
4. our information will inform and involve all children and young people.
5. we have the skills to enable all children and young people's participation and will support them to develop skills to participate.

## **Building a culture of participation: rationale and benefits**

### **The rationale**

The UK government has made its commitment to children and young people's participation clear:

"The Government wants children and young people to have more opportunities to get involved in the design, provision and evaluation of policies and services that affect them or which they use".

(Children and Young People's Unit 2001).

Locally, we want our children and young people to be happy, health, safe, achieving and free from the effects of poverty. We want them to feel lucky they grew up in Leeds. Across the children's trust arrangements our approach is based on working in partnership, developing participation, personalising services and preventing difficulties from occurring or worsening whenever possible. We will only achieve this with children and young people's help.

There are now many requirements for organisations to involve children and young people, including Article 12 of the UN Convention on the Rights of the Child, National

Service Framework for Children's and Maternity Services 2004, Every Child Matters and the Children Act 2004 and Youth Matters 2006.

### **How do organisations benefit from children and young people's participation?**

Organisations that involve children and young people:

- meet legal requirements and inspection regimes.
- commission services more effectively.
- have confidence that they are meeting service standards and the needs of children and young people.
- develop a more responsive ethos that leads to services that are valued by the whole community.
- can use their research and analysis to enable services to develop efficiently, and to provide useful evidence for funding applications, etc.
- recognise and improve the status of children and young people as valued members of their community.
- enable children and young people's participation in wider society, both now and in the future.

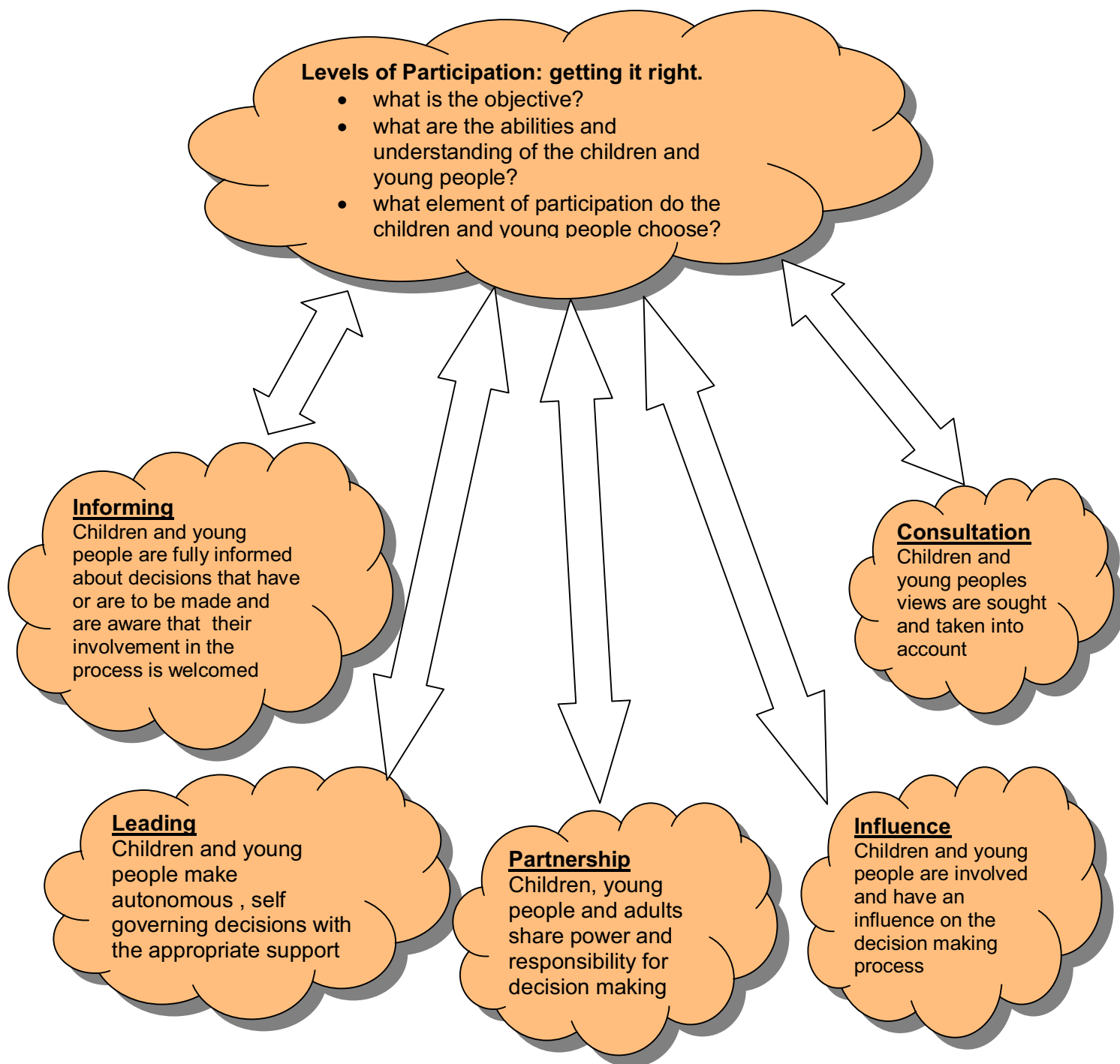
### **How do children and young people benefit from participation?**

Through participation, children and young people:

- have influence, and it is recognised and valued.
- know that they have a right to influence, under the UN Convention on the Rights of the Child.
- have services that meet their needs.
- are active partners in the planning, development, delivery and evaluation of services.
- are recognised as valuable within their communities.
- are equipped with knowledge, skills and understanding to have an active part in wider society, both now and in the future.

## Levels of participation

There are 5 different levels of participation, appropriate for different situations. These are informing, leading, partnership, influence and consultation.



Adapted from *Building a culture of participation*, National Children's Bureau.

## **Priorities for Leeds**

In implementing this strategy, the priorities for Leeds are:

- embedding the Hear by Right standards across Children Leeds.
- using the Participation Evaluation Tool across Children Leeds for service reviews and planning.
- ensuring that staff are trained appropriately in children and young people's participation.
- developing robust and rigorous processes for ensuring compliance with the Participation Strategy.
- building children and young people's participation into the developing commissioning processes for Children Leeds.

The resources available to support this work are set out in Appendix 1.

Outline Implementation Plan: Appendix 2.

## **How will we know if the strategy is working?: Children and young people's views**

### **If Leeds listens and works with children and young people now:**

- Life wouldn't be perfect, but it would be fairer.
- The future would be a better place for children and young people in Leeds.
- Not having money wouldn't be such a problem for families.
- Children and young people would be safer and welcome on the streets.
- Children and young people would make more of a contribution.
- It would look like heaven and every one would be more friendly.
- There'd be colour everywhere.
- Schools would be flexible and let you also learn things that you identify as important to you like driving skills, music, story telling, film making, how to work as a team, what's the best way to communicate and work with people to get what you want and help others. We would learn more.
- There would be more opportunities for children and young people and they would know about them.
- We would have a theme park in Leeds.
- We would have a water park with water slides and stuff.
- Health care would be better and we'd get free glasses.
- There would be no racists.
- More free leisure facilities and youth clubs; free sports for all races and that would help solve obesity.
- Everyone would have access to a career, not just job.
- Everyone would have shelter, food and money to meet their minimum needs.
- There would be more respect for authority' because they would respect us; children and young people would have more respect.
- Top class teachers. Children and young people would be able to have a say in who was employed to be a teacher and what was in their job description.

## Resources to support Participation

Leeds has a wide range of activities and providers to ensure that children and young people can access participation activities, have their say and influence their services and their communities. We acknowledge that not all the activity is described here but hope that it gives some idea of the scope and the framework it all operates within.

The National Youth Agency is currently setting up a pilot programme with Children Leeds to establish the Hear By Right Standards across the City; measuring effectiveness and impact through the Participation Evaluation Tool. Children, young people and service providers have agreed a set of priorities against the standards. The result will be a National Standards Framework for participation in Leeds against which we can measure the impact of the participation of children and young people whilst demonstrating the processes and methods used through the Participation Evaluation Tool.

### **Hear by Right (Self Assessment Participation Standards Framework)**

Hear by Right is a tried and tested national standards framework for organisations across the statutory and voluntary sectors to assess and improve practice and policy on the active involvement of children and young people.

The standards framework in Hear by Right is based on the Seven S model of organisational change: Shared values; Strategy; Structures; Systems; Staff; Skills and knowledge and Style of leadership. It relies on self-assessment, divided into three levels of 'emerging', 'established' and 'advanced', with each level building on the last. *This ensures that young people's involvement is built in and not just bolted on.*

Visit the website <http://www.nya.org.uk/hearbyright>: to find organisational profiles, case studies, mapping and planning tools, 'What's Changed' tools and downloads providing ideas, useful templates and evidence of young people's involvement and engagement.

### **PET (Self Assessment Participation Evaluation Tool)**

The Participation Evaluation Tool has been developed in Leeds to support services and schemes of work that encourage and enable children and young people not only to access services but have involvement in the policies, planning and decision making processes that shape them. The PET lays down clear principles and standards about what constitutes good practice in participation issues. PET is a self assessment tool which will help you to:

- Identify and record the types of participatory work your current service carries out.
- Identify your development priorities and put these into action plans.
- Evaluate the level of participation your service is working towards.

For more information please contact Charlee/Jo at the Project on 0113 3070905

At a strategic level, Leeds has two models currently operating to ensure that we can develop appropriate conduits for a "voice" for children and young people that can inform, influence and hold service providers to account. Whilst other participation initiatives in the City also operate at a city wide and even national level, the Youth Council and ROAR provide a framework for bringing children and young people from schools and across all of those initiatives together to look at specific issues.



## **Leeds Youth Council / Youth Parliament**

The Leeds Youth Council is an elected body representing young people of high school age from all over the city. Each high school, and currently one college, holds annual elections in October to elect two Leeds Youth Councillors who hold office for one year.

The Youth Council began in 2003. Currently 25 high schools in Leeds send representatives bringing the Youth Council membership to fifty.

The key aims of the Leeds Youth Council are to:

- be the elected voice of young people in Leeds.
- improve life for young people; and
- make sure that Leeds City Council and other decision making bodies take into account the views of young people when making decisions that affect us all.

Every year the Leeds Youth Council elects four of its members to serve as Members of the UK Youth Parliament.

Leeds Youth Councillors have produced a manifesto 2005-2008 which outlines the LYC's priorities. The Youth Council is key to the development of the democratic process for young people's voices in Leeds. It does this through developing a feedback mechanism through school councils, running scrutiny panels, engaging with consultation work, and leading on the youth opportunity and youth capital fund. The Youth Council often works in partnership with ROAR initiatives.

LYC has seven working groups: five reflect the Every Child Matters Outcomes and in addition there is a Transport Group and Fair Trade Group.

Please contact: Diane Whiteley-McLean or Lesley Reed, Voice and Influence Team, Leeds Youth Council, The Youth Service, East Leeds Family Learning Centre, Brooklands View, Seacroft, Leeds LS14 6SA Tel: 0113 224 3331

[www.leedsyouthcouncil.com](http://www.leedsyouthcouncil.com)

## **ROAR: Reach Out And Reconnect**

**ROAR** is a new city wide partnership group for children and young people to work at a strategic level in the planning and development of services for children and young people. In September 2005 Participants aged 8 to 19, from a host of different programmes including; YSHAG, Leeds Youth Council, The Crew, Young Peepz, Leeds Children's Rights and Youth on Health came together for the first time to develop 'Reach Out and Re-connect' or R.O.A.R. Over twenty children and young people designed, planned and delivered a citywide consultation event which reached 300 children and young people and a Young Delegate event to feedback their findings directly to members of Senior Management and Local Councillors.

ROAR is not a fixed group of children and young people, but a forum that invites participants from participation and involvement initiatives to work with other children and young people to inform and influence both the planning, development and delivery of services and increase the participation of children and young people. It also has a direct membership of over 600 children and young people who are informed of opportunities through a newsletter. Children and young people can participate to a level that meets their needs and interests; they can take part in as much or as little activity as they choose.

### **ROAR aims to:**

- Provide opportunities for children and young people to participate at a strategic level, specifically those who are often excluded.
- Enable children and young people to develop participation initiatives at both a city wide and wedge level as equal partners in the Children Leeds partnership.
- To promote children and young people as active participants engaged in dialogue and joint action with other Children Leeds partners.

In its first year ROAR planned and developed consultation and Young Delegates' events, formed part of the recruitment process for key posts in Children and Young People's Services, worked with services to develop strategies, took part in Scrutiny Panels with Councillors looking at specific issues and worked with the Leeds Youth Council on the Youth Opportunity/ Capital Fund.

For more information about ROAR please contact Jo Price The Project, 180, Chapeltown Road, Leeds, LS7 4HP [theproject1@btconnect.com](mailto:theproject1@btconnect.com), Tel: 0113 3070905.

In order to support the participation of children and young people, Leeds has two groups of adults who work with them at a strategic and operational level.

### **The Strategic Participation Group**

The Strategic Participation group works alongside others on the Children Leeds partnership to ensure that services ask children and young people, hear what they have to say and act with them to improve outcomes for children and young people in Leeds.

#### **What does the group want to achieve?**

- To influence strategy through active involvement of children and young people in obtaining their views and opinions.
- To ensure that services and organisations hear and respond to the voices of children and young people.
- To monitor and measure the performance of partners in terms of participation and consultation across the city.
- To embed the culture of participation through the Children Leeds partnership and associated key agencies.

#### **How is it going to do it?**

- To challenge the planning mechanisms of services that currently do not involve children and young people.
- To be the communication channel between the strategy/policy makers.
- Share knowledge and promote best practice at all times.
- To involve children and young people and ensure two-way communication.
- Promote the values and principles of participation, as outlined in the Leeds charter for the participation of children and young people and monitor how they are implemented.
- To provide and support the work of the Children and Young people Involvement Advocates (CIA's).

#### **Who are the members?**

Champions for participation representing a wide range of services, sectors and organisations.

We try to have effective and appropriate representation from key agencies, with an even balance of both the statutory and the voluntary sectors and a distinct contribution from partnership organisations. These key areas include Wedge representation, Health, Education, Environment, Community Safety, Youth Service, Early Years, Social Services and organisations from the voluntary sector that reflect the range of participation work in the city.

**Membership:** to be confirmed.

## **The role of the Children and Young People's Involvement Advocate. (City Wide)**

To champion children and young people's participation in the children's trust arrangements for Leeds, monitoring and advocating for the involvement and participation of children and young people at all levels of service design, delivery and review.

### **Key Activities**

1. To sit on Children Leeds partnership as CIA.
2. To be a critical friend to Children Leeds in relation to children and young people's participation in all aspects of the children's trust arrangements.
3. To work to ensure that Children Leeds acknowledges the reality of children and young people's involvement and to encourage and advocate for progress.
4. To hold Children Leeds accountable to the children's charter of participation.
5. To sit on the strategic participation group.
6. To encourage the best use of resources for children and young people's participation.

City Wide CIA: Deborah Howe

theproject.dh@btconnect.com

## **The Role of the Children and Young People's Involvement Advocate. (Wedge Partnerships).**

The Children Leeds Partnerships in each wedge each have a CIA to champion the development of participation and involvement. The role would reflect that of the city wide CIA but with specific reference to their wedge.

### **Key Activities**

1. To sit on wedge Children Leeds partnership as CIA.
2. To be a critical friend to the wedge partnership in relation to children and young people's participation e.g. child centred planning etc.
3. To attend the participation sub group at wedge level and advise on the development, implementation and monitoring of the participation plan.
4. To work to ensure that the wedge partnership acknowledges the reality of children and young people's involvement and to encourage and advocate for progress.
5. To hold the wedge partnership accountable to the charter for the participation of children and young people and the wedge partnership plan for participation.
6. To attend the strategic participation group.
7. To encourage the best use of resources in the wedge for children and young people's participation.

Children Leeds West CIA: Diane Law

diane@barca-leeds.org

Children Leeds East CIA: Pat Brooke

pat.brooke@leeds.gov.uk

Children Leeds South CIA: Flavia Docherty

info@cupboard.org.uk

Children Leeds North West: Emma Manners

youthpoint@cardigancentre.org.uk

Children Leeds North East: John Bosworth

john.bosworth@leeds.gov.uk

## Leeds Participation Team

**The Leeds Participation Team** is an essential link in the participation and involvement chain. It is a forum where practitioners come together to both influence and support the work of the strategic participation group, looking at the practical application of strategic decisions, whilst influencing the direction of those decisions. It is a cross sector group of professionals who have clear operational responsibility for the development and delivery of participation within their organisations, departments or networks.

### **The Team aims to:**

- Identify and develop guidelines in relation to participation in the context of the city and Children Leeds.
- Develop and deliver a range of appropriate training that can be delivered by members of the partnership.
- Develop pathways for an open two way dialogue with Children Leeds including the wedge based partnerships.
- Provide support and information to other children and young people's services.
- Identify and share positive experience and practice.
- Develop the capacity for partnership working including projects, training and dissemination events.

Another essential link is with ROAR; as practitioners they are able not only to support members of their groups to be involved, but to work together to support the activities of ROAR.

Current members of the LPT describe what they do below, and indicate the wide range of activity currently in Leeds. As the membership is growing, this range of activities will inevitably develop;

**Name:** Diane Law  
**Job Title:** Youth Work Manager  
**Organisation:** BARCA-Leeds  
**Tel:** 0113 2209783  
**Email:** [diane@barca-leeds.org](mailto:diane@barca-leeds.org)  
**Fax:** 0113 2565884

I work for BARCA, a community based organisation that delivers a range of services and opportunities for children, young people and adults. These range from youth work provision, Youth Bank, community development with learning opportunities for all, working with drug users and those affected by drug use to promoting and developing safe play for children.

The Youth Work Team upholds the right of young people to participate in decisions about the services on offer that affect them:

- By encouraging and supporting the involvement of young people in the planning, delivery and evaluation of all our services.
- Developing and supporting young people's involvement in projects, processes and partnerships that help them to contribute at all levels in community, civic and democratic life in the city.

**Who are the young people you work with?**

Any young people across West Leeds aged 5-19 years.

**What are you aiming to achieve with them?**

- Enabling young people in West Leeds to participate in the work of all providers who develop, plan and deliver services that affect their lives.
- Working for a common youth strategy for BARCA Leeds with youth participation at its core.
- Working with partner agencies and young people themselves to bring in resources, facilities, service improvements, and opportunities for young people in the area.

**How do you work with them?**

On a one-to-one basis and in small group work.

**Where do you work with them?**

Centre based Fairfield, Bramley & Sandford community Centres and 277 Upper Town Street (our info space)

Detached and mobile provision, Intake High & Valley View Primary Schools.

**Name:** Flavia Docherty  
**Job Title:** Coordinator  
**Organisation:** The Cupboard  
**Tel:** 0113 2762720  
**Email:** info@cupboard.org.uk  
**Fax:** 0113 2776868

The Cupboard is the young people's part of South Leeds Health for All. (SLHFA) is a community health development organisation working in partnership with communities in South Leeds to improve health and enhance people's lives. The organization was established in 1991 to work alongside communities, enabling them to identify health needs and take action to meet them. The organization has a strong track record working with a wide range of people from babies to the elderly. The Cupboard has gained national recognition for its participation work

### **Who are the young people you work with?**

We work with a wide range of young people (aged 13-19yrs) from South Leeds. These include traveller families, young people who have recently settled in the country, young people with learning difficulties, young people who are homeless, young people excluded from school or at risk of exclusion, young people who witness domestic violence, young parents and young women at risk of pregnancy, young people in care and care leavers and young people who are NEET (not in education, employment or training).

### **What are you aiming to achieve with them?**

Our overall aim is to improve the health and well-being of young people, within South Leeds. An integral part of this is ensuring that young people have the voice and tools to bring about real change in their services.

We identify and research young people's health needs within South Leeds in partnership with them through a range of different approaches. We are part of the national Young Researchers network. Whilst developing support work with vulnerable young people in response to their health needs, we support their participation in shaping health services. Our peer education programme underpins both the work of the Cupboard and contributes to the wider organization with young people trained in peer support/education to deliver on our programmes. We work with our young people to build links and research good practice locally, regionally and nationally.

### **How do you work with them?**

The Cupboard Project offers a wide of different approaches to meet the needs of young people and to give them different access points. A vital element of our work is young people's participation. Young people are involved on our steering group; we run a peer education project; and we consult young people on their views about issues and services that affect them. This work is done within the context of:

- **1-2-1 support** – practical and emotional support on a one to one basis. This ranges from a one off chat to ongoing support.
- **Group work** – a range of small targeted groups in response to young people's expressed needs.
- **Drop-in** – time and space where young people can come for information and support on a range of health issues. We also offer C Card Scheme, sexual health information and free pregnancy testing.

### **Where do you work with them?**

In a variety of venues in South Leeds

**Name:** Hannah Lamplugh  
**Job Title:** Youth Participation Officer – Healthy Schools  
**Organisation:** Education Leeds  
**Tel:** 0113 2144073  
**Mobile:** 07891 279304  
**Email:** hannah.lamplugh@educationleeds.co.uk  
**Fax:** 0113 2144083

I am the youth participation officer based within the Leeds Healthy Schools and Wellbeing Programme (LHSWP). I am part of a wider team that offers a wide range of resources to schools that promote 'Wellbeing'. At the centre of the programme is 'The Leeds Healthy School and Wellbeing Standard'. This provides schools with a self-evaluation tool for Every Child Matters (ECM) outcomes and routes to achieving national and (Leeds) advanced healthy school status. The programme uses a whole school, participative approach. The standard helps schools to define their ethical stance, and make explicit the links between the curriculum, mental health, physical health and the environment in the context of a local and global community. The LHSWP works in partnership with a range of voluntary, statutory and private organisations to promote the health and wellbeing of children, young people and families in Leeds.

The LHSWP employs staff with dedicated time to promote participation: Annie Mitchell is the Senior Consultant for PSHE and Participation and Alison Yates is the Be healthy/Be safe challenge coordinator. In addition, at least 9 other members of the wider LHSWP team promote and evaluate the provision for participation in schools and beyond.

Our current work includes:

- External assessment of school provision of participation (standard 11 with sub criteria) as a requirement for the Leeds National and Advanced Healthy School Standard. The criteria reflect and promote the principles of the Leeds participation charter, participation evaluation tool and Hear By Right.
- Training and support for school senior management, relevant staff and young people to promote participation and effective school councils.
- Support with Youth Council and links with schools.
- Investors in Pupils (IIP); a quality award recognising the achievement of whole schools or class groups of pupils and involves children and young people taking a lead in understanding their role in schools in relation to learning, behaviour, attendance, classroom management and induction. All pupils and supporting adults are involved in the process, which creates a team ethos and leads to pupils feeling empowered, motivated and can contribute to raising achievement and attendance.
- Be Healthy-Stay Safe challenge (further details below).
- Sustainable Schools Summit and Young People's forum.
- Support the Project with Youth on Health meetings (all team members) and promote their work with schools.
- Mayor for the Day.

### **Who are the young people you work with?**

Specific groups I regularly support include are the Leeds Youth Council (LYC), Be Healthy! Young People's Planning Group and students involved with the yearly 'Mayor for the Day'.



I can potentially work with any child or young person attending school in Leeds (and West Yorkshire for IIP). I often attend school council meetings, run training for school councils, Investors in Pupils support sessions and assessment days and work with schools as part of LHSP.

### **What are you aiming to achieve with them?**

My role with the LYC and Be Healthy! Group involves facilitating opportunities for young people to come together, discuss issues that affect their lives and support them in working together to plan and take action to affect behaviour change in their own lives, the lives of others and the schools and communities they live in.

The aim of running training for children, young people and staff is to provide information, facilitate discussion and encourage schools to develop new ideas and strategies for increasing participation of children and young people in all aspects of school life. Through supporting schools to achieve 'Investors in Pupils' and providing training on effective school councils and participation, schools are encouraged to listen to their students more, value their opinions and ideas and give them some control over their learning and daily aspects of school life e.g. uniform, school policies etc.

Mayor for the Day promotes high school students' understanding of democracy and the election process. The aim is that young people will take greater interest in politics and the issues that affect their lives, school and community and develop strategies to address these issues. The initiative hopes to encourage more young people to vote when they turn 18.

The LHSP also engages with young people through school assessments (IIP and Healthy Schools) consultations, involving young people in the planning and delivery of events. This is to ensure young people's views and feedback to guide the work that we do as a service.

### **How do you work with them?**

- I work with LYC on a regular basis and support the 'Making a Positive Contribution' working group which meets every six weeks.
- The Be Healthy! Young People's Planning Group has met on a regular basis. The group was involved in problem solving, writing funding bids, writing articles and letters, running launch events for schools, working with health professionals and partner organisations e.g. Radio Aire to plan the campaign, organising the challenge in their schools and running the celebration event.
- Other direct work with children and young people e.g. Investors in Pupils sessions or school council training involves planning the session with the teacher and students in advance and running the session in school.

### **Where do you work with them?**

**LYC** - The Civic Hall, LYC Office, schools, Residentials, Visits and Trips in a variety of settings

**Be Healthy! Group** - The Project, West Yorkshire Playhouse, Schools, Host Media Centre, site visits e.g. Leeds Metropolitan University

**Mayor for the Day** - Schools, The Civic Hall

**Investors in Pupils** - Schools, training and conference venues across West Yorkshire

**School Council** – Schools

**Name:** Josie Warwick  
**Job Title:** Customer Relations Manager  
**Organisation:** Education Leeds  
**Tel:** 0113 2475690  
**Email:** josie.warwick@educationleeds.co.uk  
**Fax:** 0113 2243998

I work for Education Leeds. It is responsible for providing all education support services that relate to children and young people of statutory school age.

**Who are the young people you work with?**

Children and young people in education up to 16 years old (19 years old with special educational needs).

**What are you aiming to achieve with them?**

To develop communication and engagement strategies that can contribute to improve learning and learning environments. This year we have objectives to engage more children and young people in recruitment and selection and to improve our performance in the "Every Child Matters" Viewpoint survey so that all children and young people say that they have very good or good opportunities to make changes in the way the school is run.

**How do you work with them?**

We work in partnership with teachers and staff to increase skills and knowledge in schools. We support them in organising activities in and out of school. We also have contact with parents and carers and we have involved some children and young people in recruitment.

**Where do you work with them?**

Mostly in schools.

**Name:** Jo Price  
**Job Title:** Programme Coordinator  
**Organisation:** 5.2.13 Crew  
**Tel:** 0113 3070905  
**Email:** theproject.jp@btconnect.com  
**Fax:** 0113 3070906

The 5.2.13 Crew is part of the participation programme of Leeds Children's Fund. Children have direct membership of the 5.2.13 Crew and receive the 5.2.13 Magazine four times a year as well as information about participation opportunities that they can engage with. 5.2.13 Crew currently has over 2,000 members.

**Who are the young people you work with?**

We recruit through the 5.2.13 Crew membership for all Crew activities and work in schools to extend the access to the 5.2.13 Magazine. The age range is 5 -13yrs.

**What are you aiming to achieve with them?**

We provide a range of different opportunities that enable children to explore different issues that affect them and other children, identify what they want to say and put their "voice" into action.

The different programmes include:

5.2.13 Magazine: an editorial group of between 20-30 children who meet on a regular basis to plan, design, edit and publish a magazine four times a year.

Crew on Move: an outreach programme that takes the magazine out to schools and specific groups to extend the contribution to the magazine.

Events Crew: at different times groups of children come together to plan and deliver young delegates events around different themes and organise events such at the Leeds Children's Fund Celebration.

Crew on the Loose: Groups of children visit different cultural events and places such as museums, art galleries and parks to find out what's available for them and record their experiences in the 5.2.13 magazine.

**How do you work with them?**

Through a range of different activities that engage the children in planning what they are going to do, what they have to say and how they are going to do it.

**Where do you work with them?**

At West Yorkshire Playhouse, in schools and at their service provision.

**Name:** Georgia Cooper  
**Job Title:** Managing Director  
**Organisation:** Getaway Girls  
**Tel:** 0113 240 5894  
**Email:** georgia.cooper@getawaygirls.co.uk  
**Fax:** 0113 249 6746

Getaway girls offer various youth work programmes across the city of Leeds These currently include: a pregnancy, parenting and prevention programme, a sports and outdoor activity programme, a black and mixed heritage group work programme and a programme for young women 13-19 to encourage them to re-engage with education, work or training.

We are also able to offer other activities for young men, mixed groups and adults through our social enterprise programme.

### **Who are the young people you work with?**

Young women between the ages of 12 and 24 across Leeds. We have current priorities to work with following groups:

- Pregnant or at risk of early pregnancy (must be under 19).
- Black or of Mixed Heritage (12-24).
- Those currently not engaged in sport or outdoor activities (12-24).
- At risk of exclusion or excluded from school (13-19).
- In care or are carers themselves (13-19).

### **What are you aiming to achieve with them?**

Self development in many forms:

Increased confidence, increased ability to manage own behaviour, increased self awareness, increased self esteem, an opportunity to enjoy themselves, an opportunity to take controlled risks in a safe environment, opportunities to get involved in physical activity, opportunity to look at own and other cultures.

An integral part of the above is developing their skills and opportunities to influence decision making processes both at Getaway girls and with other services.

### **How do you work with them?**

Through group work, individual support and offering fun activities. We have a users' forum with members drawn from across the projects. This group contributes and influences the services Getaway girls offer and has recently been successful in raising funds to refurbish the building. They have recently won a national award and have made a DVD looking at young people and money choices. Other examples include regular sessions with young mums looking at the services provided for them and the "Cultivate" magazine written and designed by a group of young black and mixed heritage young people.

### **Where do you work with them?**

At our base in Harehills, in schools, in other youth work settings, in the outdoors, and on the sports field, anywhere young people choose to be.

**Name:** Liz Armitage  
**Job Title:** Development Adviser  
**Organisation:** igen  
**Tel:** 0113 226 2164  
**Email:** liz.armitage@leedscareers.co.uk  
**Fax:** 0113 225 9090

### **What does your organisation/service do?**

The Leeds Careers division of igen provides information, advice and guidance, and transition support to young people aged 13-19 (up to 25 with learning difficulties or disabilities) as part of the Connexions service in Leeds. Services are provided in secondary schools and colleges, SILCs, the Connexions Centre and in community locations across the city. Connexions Personal Advisers (PAs) provide support to young people according to their level of need and specialist PAs work intensively with targeted groups of young people such as teenage parents, young offenders and those leaving care.

### **Who are the young people you work with?**

I co-ordinate the engagement and involvement of young people in the design, delivery, evaluation and governance of services. The young people I work with can be any age within the range above, from any part of Leeds. The numbers of young people involved and their ages, ethnicity, gender etc continually changes over the year as young people leave groups and different young people join. At any one time around 40 young people are actively involved.

### **What are you aiming to achieve with them?**

- The development of young people's skills in and knowledge and understanding of the services igen delivers.
- Their influence upon the development of existing and new services.

### **How do you work with them?**

Young people are involved in a variety of ways and in many different projects. They can be involved in formal sit-down meetings, selection interviews for new staff, and also in more fun and creative ways – getting involved in the redesign of our website or publications or in organising events for other young people. Young people are nearly always involved in group sessions with other young people but individual young people can be involved on their own with adults.

### **Where do you work with them?**

I usually work with young people at No 1 Eastgate – which is where Leeds Careers is based and also where the main city centre Connexions Centre is located.

**Name:** Kerry Roling  
**Job Title:** Participation and Communication Worker  
**Organisation:** Leeds Children and Young People's Social Care  
**Tel:** 0113 2474693  
**Email:** kerry.roling@leeds.gov.uk

I work within Children and Young People's Social Care. Within my organisation I work with professionals who work either on a regular basis (within respite and residential units) or on a less frequent basis (social workers, social work assistants and social work students) with disabled children and those with communication impairments. I support and offer advice to the professionals regarding communication and participation particularly in the assessment and review process as well as day to day living within respite and residential units. This can be in general terms or on a more individual basis for specific cases. I also develop and deliver training around communication and participation with this group of children and young people.

I am developing a group where disabled children and young people can meet to talk about issues that affect them. I am also hoping this group will enable disabled children and young people to participate in making decisions that affect them and develop skills that will enable them to participate. We intend to make links with more mainstream participation groups across the city and provide disabled children and young people with the confidence and skill to participate in these groups. I am currently developing this group with the support of Breeze International Youth and The Project and hope to support the group to access funding which would enable the group to continue to run. More information regarding this group is available on request.

**Who are the young people you work with?**

Disabled children and young people.

**What are you aiming to achieve with them?**

To develop their participation in decision making regarding their life.

**How do you work with them?**

Primarily I work with other staff working with the children and young people. Occasionally I will meet with certain children at respite or residential settings, school or home to undertake direct work with them. I also aim to meet with children and young people via an empowerment group which will meet once a month.

**Where do you work with them?**

Respite and residential settings, school or home. Also the empowerment group meets at Leeds Trinity and All Saints college.

**Name:** Fiona Blair  
**Job Title:** Project Worker (children's rights and advocacy)  
**Organisation:** Leeds Children's Rights Service  
**Tel:** (0113) 394 4748  
**Email:** fiona.blair@nch.org.uk  
**Fax:** (0113) 234 3560

Leeds Children's Rights Service is the children's rights and advocacy service for children and young people looked after by Leeds Social Care (plus care leavers up to the age of 25).

### **Who are the young people you work with?**

Looked after children and young people (including those in residential and foster care) and care leavers in Leeds (aged 25 and under), plus young people placed out of authority by Leeds Social Care.

### **What are you aiming to achieve with them?**

To provide a service to young people where there are concerns regarding their rights. This includes a variety of methods including individual and/or group advocacy and the promotion of children's rights.

To ensure that Leeds looked after children, young people and care leavers are informed of their rights, as embodied in the Children Act 1989 and the UN Convention on the Rights of the Child and other relevant legislation.

To promote and increase active participation of children and young people in respect of Social Care provision. A range of methods and forums is used to achieve this aim. To ensure children and young people are actively involved in decision making in a participatory way.

To influence the development of Social Care practice and procedures in respect of services provided to all looked after children and young people and care leavers.

To raise awareness in Leeds City Council and elsewhere about issues surrounding corporate parenting and children's rights and how they are affected by local government policies and procedures.

### **How do you work with them?**

Our work includes:

- Provision of individual and group advocacy for children and young people in care and care leavers (including advocacy in the complaints procedure and in child care reviews).
- Young People's Advisory Panel.
- The Flash magazine (produced in partnership with young people).
- In-care groups and events.
- Drama projects.
- Training young people as trainers for 'Total Respect' and delivering the training in Leeds.
- Visiting children's homes in Leeds.
- Provision of rights information.
- Attending national conferences alongside young people.
- Facilitating young people's participation in Leeds.

- Facilitating consultations with young people, locally and nationally (e.g. Care Matters consultation).
- Involving young people in the running of the Children's Rights Service.
- Campaigning on children's rights issues.

**Where do you work with them?**

Advocacy: venue chosen by young person (for example, Leeds Children's Rights Service young people's room, children's home, foster placement, school, Social Care office).

Groups and events: Leeds Children's Rights Service young people's room and occasionally in external venues.



**Name:** Lizzie Neill  
**Job Title:** Participation and Development Coordinator  
**Organisation:** The Market Place project for young people  
**Tel:** 0113 2461659  
**Email:** liz.themarketplace@virgin.net

The Market Place provides support, information and counselling for young people in Leeds 13-25. It is a city wide provision, based within the city centre taking a young-person-centred approach. I work within the Participation and Involvement project within The Market Place which commenced April 2007.

### **Who are the young people you work with?**

Any young person between 13 and 25 living in or around Leeds – who defines themselves as needing support.

The Participation and Involvement project works with any of these current (or past) service users within the age range who want to get involved in service development. A chunk of this work is running a participation group called HYPE (named by its members) standing for Helping Young People through Experience.

### **What are you aiming to achieve with them?**

There are two main objectives of the HYPE participation group.

The first is to provide service users with a space where they can grow and learn in a empowering, supportive environment, to experience being part of a group, grow in confidence, share their thoughts and opinions, debate and learn effective ways of communicating and reaching decisions.

The second objective is to seek a young person's perspective and take on board the experience of the service user when planning and developing services – a fantastic resource that helps the organisation (and sometimes outside parties) keep on track with what young people really want from their support services.

We have a whole range of systems in place at The Market Place for getting feedback from service users help to feed into the organisation in terms of service development and delivery so that anyone who uses services at The Market Place can have an impact regardless of whether they want to join a group. Young people have also participated in the recruitment of staff.

### **How do you work with them?**

The HYPE participation group meets regularly and the sessions are facilitated by myself and another member of staff. The members receive support to get involved, as well as high street vouchers to acknowledge their commitment. We try to provide creative tools to enable communication and to engage the young people in activities. As far as possible the content of the sessions is steered by its members. Relevant information from the HYPE group is fed back through the staff team and the board of directors (and sometimes other stakeholders) so that it can impact on service development.

### **Where do you work with them?**

Currently at 28, Kirkgate at The Market Place but the organisation is soon to be hiring a space in a second building on Lower Briggate (also city centre).

**Name:** Charlee Bewsher  
**Job Title:** Programme Coordinator  
**Organisation:** theProject, West Yorkshire Youth Association  
**Tel:** 0113 3070905  
**Email:** [theproject.cb@btconnect.com](mailto:theproject.cb@btconnect.com)  
**Fax:** 0113 3070906

The Project is a department of West Yorkshire Youth Association, a regional charity that provides a range of different services for young people across West Yorkshire. The project provides a range of different opportunities for children and young people to explore issues in their lives; inform and work with service provider to bring about changes that will result in positive outcomes for them and others. The majority of our work is in partnership with other service providers.

### **Who are the young people you work with?**

We work with children and young people from across the city, in locality based, service focused and city wide initiatives. Our programmes are inclusive; through targeted provision or recruitment to programmes that bring together children and young people from diverse backgrounds and circumstances.

The age range is 5-19yrs, with older young people involved as volunteers, who with training help run groups.

### **What are you aiming to achieve with them?**

We aim to work in partnership with children and young people. We provide a range of different opportunities that enable them to explore their lives and others, identify what they want to say and then to have a voice on matters that concern them. We also work with them and other service providers to put their "voice" into action and bring about change for them and others.

An integral part of the process for the young people is activities that raise their confidence, self esteem and communication skills. They also develop ways of working with others and specific skills related to the programmes; arts, drama, film, creative writing, editing etc.

### **How do you work with them?**

Our team of youth workers has a range of skills to engage with young people, from youth work, to film making, magazine, drama, dance, music, photography and graphics. Children and young people may just engage with these as part of the process to explore their lives and issues or that may produce a product such as a magazine, DVD, banners, performance and presentations. They use them as powerful platforms to present to service providers, elected members, parents and carers and other children and young people and engage them in further dialogue and action.

### **Where do you work with them?**

Across the city in a variety of different venues, within their service's provision, schools, in parks, fields, streets; wherever it is most appropriate for them.

**Name:** Diane Whiteley – McClean/Lesley Reed  
**Job Title:** Senior Youth worker  
**Organisation:** Voice and Influence Team  
**Tel:** 0113 224 3331/3130  
**Email:** [diane.whiteley-mclean@leeds.gov.uk](mailto:diane.whiteley-mclean@leeds.gov.uk)  
lesley.reed@leeds.gov.uk  
**Fax:** 0113 2243173

The Youth Service provides a range of services across Leeds, ranging from local youth centres, detached youth workers, mobile provision, residential courses at Herd Farm, outdoor activities at the Lazer Centre, Duke of Edinburgh Awards to specialist provision in health, information, advice and guidance. The Voice and Influence team is part of that specialist provision.

### **Who are the young people you work with?**

We work with young people aged 13 to 18 years from across Leeds. These are elected to the Leeds Youth Council in a democratic process that is open to all high schools in Leeds during Local Democracy week. If the young person is not a member of their school council they are co-opted on to ensure there is a platform for two way communication and dialogue. We also support Youth Council members to work with other young people in school, through partnership with the ROAR programme and at events such as Breeze on Tour.

### **What are you aiming to achieve with them?**

We provide opportunities for young people to come together, discuss issues that affect their lives and support them in working together write their manifesto; to plan and take action to affect change in their own lives, the lives of others and the schools and communities they live in.

Through meeting with elected members and other decision makers, scrutiny panels and consultations, the Youth Council members aim to draw attention to young people's issues and seek to work with the council and others to bring about positive change. They also raise awareness of democratic processes and support others to engage a wider range of young people.

### **How do you work with them?**

We meet with the full council four times year, but facilitate the executive's meetings on a more regular basis. The Youth Council also has "ECM Outcome" groups which meet every six weeks. These groups recruit from across the membership of the Youth Council and explore specific issues for young people.

The Youth Council also takes part in consultations from a range of different service providers. Four members and 2 reserves are elected to sit on the UK Youth Parliament as members/deputy members for Leeds. We also support two young people who are paid as part time Youth Council workers.

### **Where do you work with them?**

LYC - The Civic Hall, LYC Office, schools, Residentials, Visits and Trips in a variety of settings.

**Name:** Gaby Paradis  
**Job Title:** Project Worker  
**Organisation:** Youth on Health (YoH)  
**Tel:** 0113 3070905  
**Email:** theproject.gp@btconnect.com  
**Fax:** 0113 3070906

Youth on Health is a partnership programme supported by Leeds PCT, Leeds Healthy Schools and the Project, WYYA. YoH is about children and young people. YoH is made up of wedge based YoH groups for Primary Schools involved in the Healthy School initiative, plus the original Central YoH which recruits from the high schools. YoH is now working with approximately 100 children, from 50 schools and in contact with over 150 primary schools and all high schools. The children and young people have gained national recognition for their work and are featured on the National Youth Agency's Hear By Right website.

### **Who are the young people you work with?**

The young people are elected and nominated through their schools. We encourage schools to send a school council representative and a child or young person that they feel would benefit from the process who might not have engaged with participatory activities before. This year has seen an increased representative from SILCs and with Central YoH we recruit young people from specific interest groups who can contribute to the agenda. The age range is 8 -19yrs.

### **What are you aiming to achieve with them?**

We aim to work in partnership with children and young people in YoH. We provide a range of different opportunities that enable them to choose a "health" theme for each YoH group, identify what they want to say and put their "voice" into action.

The children and young people develop action plans to take back to their schools, looking at what they want to achieve, what they need to do and who back at school can support them. They then report back at their next session. This process has led to real changes that are child/young people led.

The children and young people also run a young delegates event each year in each wedge at Central YoH, where they meet with decision makers and services providers including representatives from their schools to discuss their "health" theme and activities.

An integral part of the process for the young people is activities that raise their confidence, self esteem and communication skills. They also develop ways of working with others and specific skills related to the programmes; arts, drama, film, creative writing, editing etc.

YoH also contribute to other consultation and participation programmes such as CAMHS, Sustainable Schools, School Dinners, Obesity Strategy etc.

### **How do you work with them?**

Each YoH meets every half term during the school day. We explore their themes through creative methods chosen by the young people.

### **Where do you work with them?**

At a variety of venues in the wedges and at West Yorkshire Playhouse for Central YOY.

**Name:** Andrina Dawson  
**Job Title:** Youth Participation Worker  
**Organisation:** Youth Point  
**Tel:** 0113 274 9959  
**Email:** andrinayouthpoint@hotmail.com  
**Fax:** 0113 274 4795

I work for Youth Point, a locality based youth work provider that delivers a wide of services for young people in North West Leeds. These can range from information and support, detached youth work, youth arts projects, volunteering projects to alternate curriculum programmes in schools.

In particular the Make it Happen project supports young people to be involved in decision making and to have a voice. Any ideas of projects, volunteering or learning that a young person initiates can be supported by Make it Happen.

**Who are the young people you work with?**

Young people aged between 13 and 19 who live within the North West of Leeds.

**What are you aiming to achieve with them?**

The project's primary aim is to encourage young people to participate in decision making to a much higher level so that they are given more power and control of the services, opportunities and issues that affect them.

**How do you work with them?**

The young people at Youth Point are given information about the participation opportunities that are available to them, such as steering group meetings, youth forums, young advisors programmes etc and are supported to access those opportunities.

All of the projects that Make it Happen supports are initiated by young people and it is the service users themselves who manage and control every aspect of their project. Make it Happen provides support by giving information, highlighting the available options, supporting access to funding and occasionally giving individual support so that the young person can overcome any barriers they may experience that could prevent them from participating fully.

**Where do you work with them?**

We work within various venues in young people's communities or from Youth Point.

**Name:** Jo Holmes  
**Job Title:** Youth Work Manager/Sexual health  
**Organisation:** YSHAG in partnership with Health Ed Leeds  
**Tel:** 07891 271043  
**Email:** jo.holmes@leeds.gov.uk  
**Fax:** 0113 2775307

YSHAG (Young Sexual Health Action Group) works with young people interested in making a positive contribution to the development of city wide sexual health services, as well as sex and relationship issues.

The aim of YSHAG is to:

'Inform, improve, modernise and revolutionise sexual health services and make them more accessible to a wider range of young people across the city'.

### **Who are the young people you work with?**

Young people are recruited from across the city in a variety of settings. Many come from CASH (contraceptive and sexual health services), via youth work involvement in clinics, some come from mainstream youth provision and others come via youth work links in schools.

The age range is 13 to 19, with older young people involved as volunteers who help run the group.

### **What are you aiming to achieve with them?**

The above aims of YSHAG are achieved by members working towards becoming active peer educators, acting as consultants and/or working alongside professionals who deliver sex and relationship education, training and services. YSHAG aims to have young people's voices heard at as many levels as possible to begin to meet the sexual health needs of young people across Leeds. This includes representation at the Teenage Pregnancy and Parenthood Partnership Board.

### **How do you work with them?**

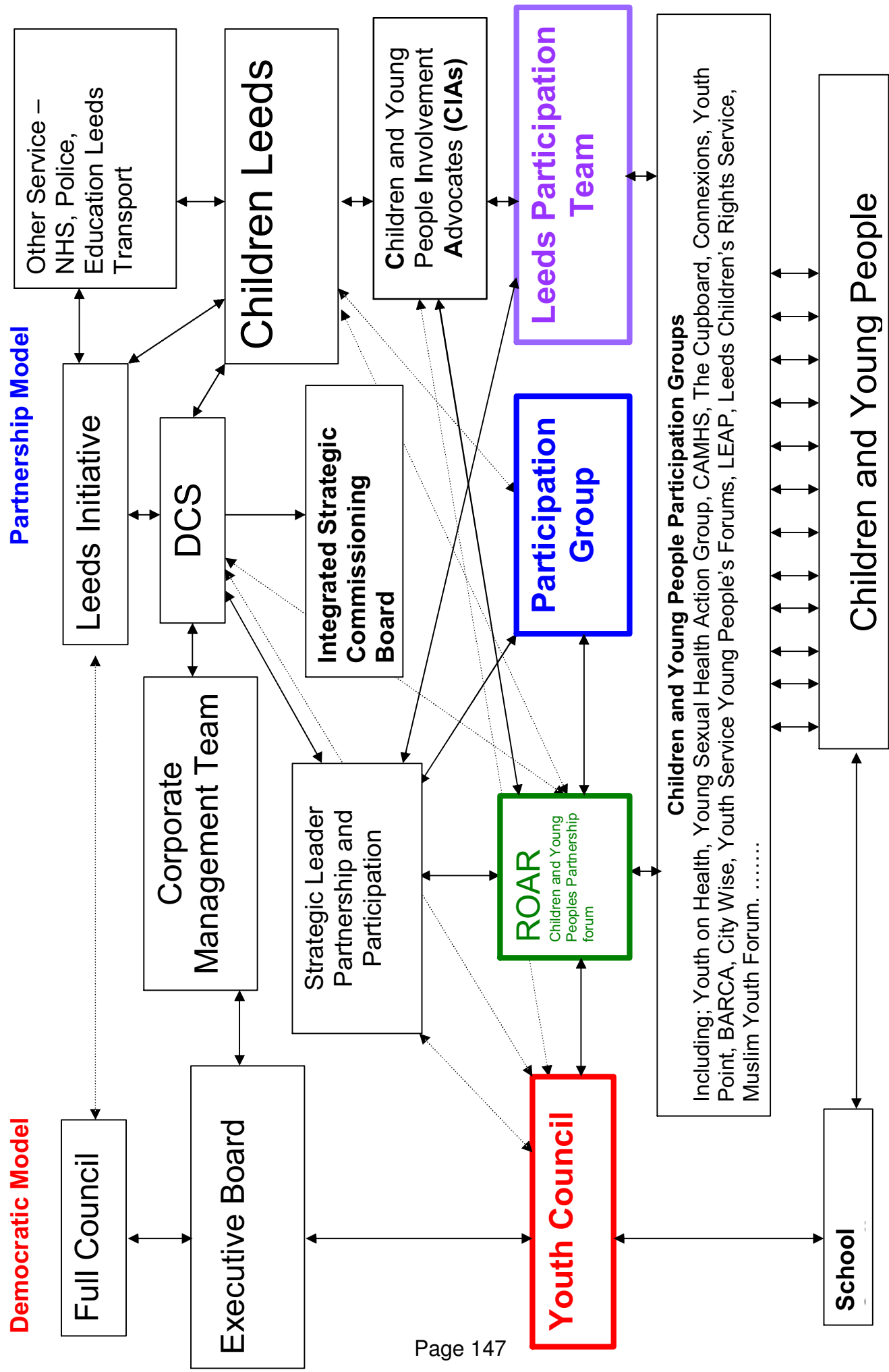
We meet fortnightly and have a set agenda led by the young people looking at issues such as project development, resource development, referrals, and opportunities for YSHAG members to attend citywide sexual health initiatives.

### **Where do you work with them?**

Citywise Clinic  
No1 Eastgate  
Fortnightly from 4-6.30

However, YSHAG offers sessional work in a number of venues, such as young people's dance nights where they provide a c-card and sexual health stall.

For more information and details of how to join the Leeds Participation Team please contact the Project on 0113 3070905 or email at [theproject1@btconnect.com](mailto:theproject1@btconnect.com).

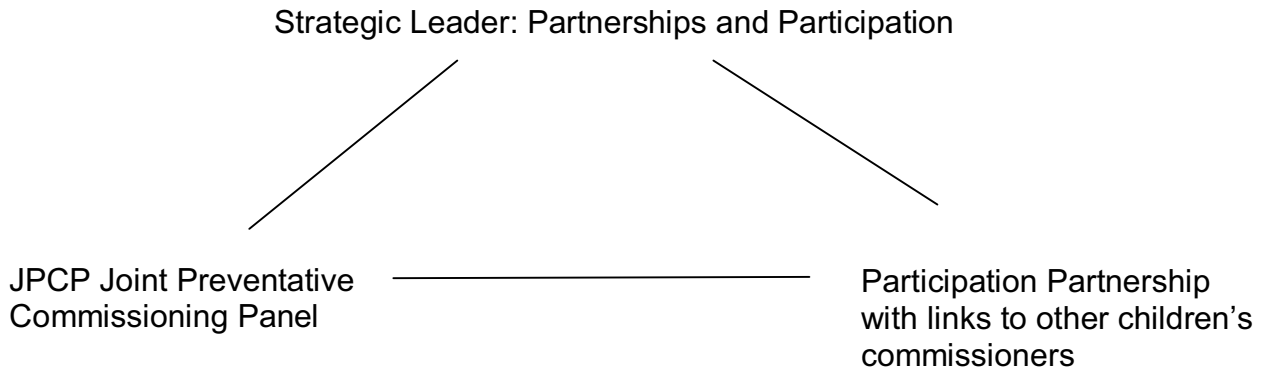


**Proposed model for commissioning children and young people’s participation**

Given the overarching nature of participation and the importance in ensuring service users’ voices are heard, the lead responsibility for co-ordinating commissioning should rest with the Children’s Services Unit.

The process should be the following:

- Participation strategy developed by November 2007.
- Implementation plan developed between November – December 2007. This will be undertaken by the strategic participation group.
- This will inform the drawing up of the specification for participation January – February 2008 to be completed by the strategic participation group.
- The membership of the current strategic participation group should be reviewed and the group established as the Participation Partnership to oversee strategic implementation and performance management of participation.



The Participation Partnership will have terms of reference and through the Joint Preventative Commissioning Partnership and the Joint Preventative Partnership will have a route to the Integrated Strategic Commissioning Board.

The commissioning plan for participation will need to cover the full range of young people’s involvement work.



# Participation



**It's simple: all young people have a right to express their views and have a right to have a say in decisions affecting them.**

# Why is participation important?



- **Young people are all entitled to input their opinions and ideas into decisions that affect them.**
- **The only way a service will improve is to involve both adults and young people's opinions.**
- **It allows young people to make a positive contribution and see their opinions being put in practice.**

**Adults opinion + young people's opinion =  
a more representative opinion that is likely to have a  
greater impact and be more effective.**

# Liam's experience of participation



- **I am a member of the Leeds Youth Council, a democratically elected group of young people.**
- **Recently I became a Peer Support Worker for the Leeds Youth Council, this is an employed role.**
- **I support the youth councillors.**
- **My ideas are often different from the adults perspective. This is participation in action!**

**“Representing tomorrow  
The Leeds Youth Council”**





- **We are often consulted for our youth opinion by adult decision makers, in the past we have been involved with:**
- **Ofsted – to talk to them about inspecting schools.**
- **Consulted by Education Leeds and Chris Edwards (Chief Executive of Education Leeds) for our perspective and opinion on the education system**
- **Consulted by executive members of the Leeds City Council to talk about what could be done to improve the city for young people.**
- **The Leeds Youth Council elects MYPs (members of youth parliament) and...**
- **Gordon Brown strongly favours this!**



# Becky's experience of participation



- **I am a member of Youth on Health, a citywide youth forum made up of 6 wedges, 5 local and one central.**
- **We meet once every half term to discuss health topics that affect our schools and Leeds as a whole.**
- **I am also a member of ROAR, representing young people's opinions from all over Leeds when meeting adult decision makers.**
- **I recently finished FACILITATE, a programme designed to train young people to become facilitators. The young people are awarded accreditation units from the open network college. The reason why this is successful and young people want to volunteer and give up their time is to receive this INFORMAL EDUCATION!**



# Participation is successful



- **Transport scrutiny panel, I was chair of the transport scrutiny panel.**
- **We achieved a flat fare for every young person in the city and developed a publication.**
- **Young people have been involved in every decision, and this example of participation has been very successful therefore showing how participation works.**





# The Youth Opportunities/Capital Fund

- In Leeds, the panel group who distribute the money are known as the LS£ash Panel.
- The group assesses application forms from young people applying for funding for something benefiting young people; this could be a residential event or for a centre to be built.
- This scheme shows young people helping other young people.
- They get satisfaction from helping other young people and for having this adult associated responsibility.
- The Local Network Fund is also a group that young people are involved in allocating money to small organisations, it has the same reward to everyone involved as the Youth Opportunities Fund.



# Hear By Rights!



- **Many young people got involved in the Hear by Rights agreement deciding how active the involvement of children and young people should be in Leeds.**



# Overall



- **Participation is the way forward!**
- **Not only do young people have the right to have a say in decisions affecting them, this has proven to be successful and involving both adults and young people in making decisions is the right choice, in improving services for young people in Leeds.**
- **After having discussed participation with other young people at the Hear by Rights event, we all felt that participation in Leeds was strong. However we want to see more involvement of young people at a bigger scale, for example introducing young advisors.**
- **We welcome the new Children Leeds participation strategy for children and young people.**