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## SCRUTINY BOARD (CHILDREN'S SERVICES)

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Thursday, 21st October, 2010 at 9.45 am

*(A pre-meeting will take place for ALL Members of the Board at 9.15 a.m.)*

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### MEMBERSHIP

#### **Councillors**

- J Chapman (Chair) - Weetwood;
- M Coulson - Pudsey;
- G Driver - Middleton Park;
- B Gettings - Morley North;
- W Hyde - Temple Newsam;
- A Lamb - Wetherby;
- B Lancaster - Moortown;
- P Latty - Guiseley and Rawdon;
- J Lewis - Kippax and Methley;
- K Maqsood - Gipton and Harehills;
- V Morgan - Killingbeck and Seacroft;
- B Selby - Killingbeck and Seacroft;

#### **Co-opted Members (Voting)**

- Mr E A Britten - Church Representative (Catholic)
- Prof P H J H Gosden - Church Representative (Church of England)
- Mr B Wanyonyi - Parent Governor Representative (Secondary)
- Ms N Cox - Parent Governor Representative (Special)
- Mr J Granger - Parent Governor Representative (Primary)

#### **Co-opted Members (Non-Voting)**

- Ms C Johnson - 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

# 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> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p><b>No exempt items or information have been identified on this agenda.</b></p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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 AND NOTIFICATION OF SUBSTITUTES</b></p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p><b>MINUTES - 8TH AND 20TH SEPTEMBER 2010</b></p> <p>To confirm as a correct record the minutes of the meetings held on 8<sup>th</sup> and 20<sup>th</sup> September 2010.</p>	1 - 12
7			<p><b>LEEDS CHILDREN AND YOUNG PEOPLE'S PLAN 2011 - CONSULTATION</b></p> <p>To receive and consider a report from the Director of Children's Services providing an update on the consultation process and next steps in relation to the Leeds Children and Young People's Plan 2011.</p>	13 - 18
8			<p><b>SCRUTINY INQUIRY - SERVICES FOR CHILDREN WITH DISABILITIES, SPECIAL EDUCATIONAL NEEDS AND ADDITIONAL HEALTH NEEDS - INQUIRY INTO SERVICE REDESIGN</b></p> <p>To receive and consider a report from the Head of Scrutiny and Member Development presenting evidence in line with Session 1 of the Board's Inquiry into services for children with disabilities, special educational needs and additional health needs - Inquiry into Service Redesign.</p>	19 - 32

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>WORK PROGRAMME</b></p> <p>To receive and consider a report from the Head of Scrutiny and Member Development outlining the Scrutiny Board's work programme for the remainder of the current municipal year.</p>	33 - 50
10			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that the next meeting of the Board will be held on Thursday, 18<sup>th</sup> November 2010 at 9.45 am with a pre meeting for Board Members at 9.15 am.</p>	

# Agenda Item 6

## SCRUTINY BOARD (CHILDREN'S SERVICES)

WEDNESDAY, 8TH SEPTEMBER, 2010

**PRESENT:** Councillor B Lancaster in the Chair

Councillors B Chastney, P Grahame, R Grahame,  
K Groves, W Hyde, A Lamb, P Latty, J Lewis, A Lowe  
and K Maqsood

### CO-OPTED MEMBERS (VOTING):

Mr E A Britten                      Church Representative (Catholic)

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

Ms C Foote                              Teacher Representative

## 24 Appointment of Chair

**RESOLVED** – That Councillor Lancaster be appointed Chair of the Scrutiny Board (Children's Services) Call In meeting, as Councillor Chapman, the appointed Chair of the Scrutiny Board for the 2010/11 municipal year had submitted her apologies for absence for the meeting.

**(Councillor Lancaster took the Chair)**

## 25 Appeals Against Refusal of Inspection of Documents

Members expressed concern that Councillor J Procter (one of the signatories to the call-in) had been refused a full copy of the minutes of the July CLT meeting. It was reported that only the relevant extract from the minutes had been provided. The Scrutiny Board was advised that in accordance with the Council's Access to Information Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting, and this had not been achieved.

## 26 Declaration of Interests

Members declared personal interests in their capacity as governors at various primary and secondary schools. In addition, Councillor R Grahame declared a personal interest in his capacity as a Member of GMB, and Co-opted Member, Ms C Foote declared a personal interest on the basis of being a Member of one of the groups that had benefited from community use reimbursements. (Minute No. 29 refers)

## 27 Apologies for Absence and Notification of Substitutes

Apologies for absence had been submitted by Councillors Chapman, Coulson, Driver, Gettings, Harper and Selby and Co-opted Members, Ms Cox, Professor Gosden, Mr Wanyonyi, Ms Johnson and Ms Kayani. Notification

Draft minutes to be approved at the meeting  
to be held on Monday, 20th September, 2010

had been received that Councillor Chastney was to substitute for Councillor Chapman, Councillor R Grahame for Councillor Coulson, Councillor P Grahame for Councillor Driver, Councillor Lowe for Councillor Harper and Councillor Groves for Councillor Selby.

## **28 Call-In of Decision - Briefing Paper**

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

Members were advised that the options available to the Scrutiny Board in respect of this particular called-in decision were:

**Option 1 – Release the decision for implementation.** Having reviewed the decision, the Scrutiny Board (Children's Services) could decide to release it for implementation. If this option was chosen, the decision would be released for immediate implementation and the decision could not be called-in again.

**Option 2 – Recommend that the decision be reconsidered.** Having reviewed the decision, the Scrutiny Board (Children's Services) could recommend to the Interim Director of Children's Services, that the decision be reconsidered. If the Scrutiny Board (Children's Services) chose this option, a report would be submitted to the Interim Director of Children's Services within three working days of this meeting. The officer would reconsider the decision and would publish the outcome of their deliberations on the delegated decision system. The decision could not be called-in again whether or not it was varied.

**RESOLVED** – That the report outlining the call-in procedures be noted.

## **29 Call-In - Review of Delegated Decision D37174 - Community Use of Schools Policy**

The Head of Scrutiny and Member Development submitted a report, together with relevant background papers, relating to an Officer Delegated Decision D37174 of the Interim Director of Children's Services as follows:

### **Review of the 1990 Community Use of Schools Policy**

The Interim Director of Children's Services approved the recommendations that:

- The central subsidy on community use of schools should cease from November 2010
- A hardship fund of £50,000 be established
- Revised policies and procedures as set out in section 5 to the report (safeguarding to follow at a future meeting)
- £10,000 be provided as an additional grant to support supplementary schools. Administration to be carried out by the Head of School Improvement, Education Leeds

- The policy set out at section 5 is applied to PFI properties, the lettings of which are administered directly by the Lettings Unit.

The decision had been called-in for review by Councillors J Procter, Campbell, Finnigan and D Blackburn on the following grounds:

‘There are significant concerns around how this decision is being taken, the view being that it should be a decision by the Executive Board. In addition, there are concerns around sufficient consultation with affected groups.’

The Scrutiny Board considered the following written evidence:

- Delegated Decision Notification form – D37174
- Report of the Chief Officer Early Years and Integrated Youth Support Service to the Director of Children’s Service Delegated Decision Panel – 15<sup>th</sup> July 2010 – Review of the 1990 Community Use of Schools Policy.

Councillor J Procter attended the meeting to present the request for call-in.

The following Executive Members and officers were in attendance to explain the reasons for making the decision:

- Councillor Blake, Executive Member (Children’s Services)
- Councillor Dowson, Executive Member (Learning)
- Eleanor Brazil, Interim Director of Children’s Services
- Sally Threlfall, Chief Officer for Early Years and Integrated Youth Support Services
- Simon Darby, Head of Service (School Funding and Initiatives), Education Leeds.

In explaining the reasons for calling in the decision, the key areas of discussion were:

- Concern about the process for assisting community groups and the financial challenges they could face in the future.
- Concern about the lack of consultation and the need for more integrated working.
- Concern about the lack of community venues in some areas.
- Concern about the lack of transparency and openness, particularly that the decision should have been taken by the Executive Board.

In explaining the reasons for making the decision, officers made the following comments:

- Clarification that schools received funding to support extended provision.
- Community groups to be consulted on alternative provision where appropriate.

- Work undertaken on potential impact, e.g. user groups and the effect on deprived communities.
- This decision was implementing a decision taken as part of the 2010/11 budget.

The Chair then invited questions and comments and the main areas of discussion were:

- Further information about the decision-making process.
- Further information about the consultation exercise, particularly in relation to developing and applying fair lettings policies.
- General support for the principles behind the revised policy.
- The need to introduce efficiencies and the role of governing bodies in ensuring that schools managed their budgets effectively.
- Concern that some groups were unaware of having benefited from subsidised rates and the effect of the proposed changes.

**RESOLVED** – That the report and information provided be noted.

### **30 Outcome of Call-In**

Following consideration of the evidence presented and the options available to them, as outlined in Minute No. 28, the Board resolved that Option 2 – recommend that the decision be reconsidered was the most appropriate action.

**RESOLVED** – That the Scrutiny Board recommends that the Officer Delegated Decision D37174 be referred back for reconsideration in view of:

- The fact that the Scrutiny Board was not happy with the decision-making process in this instance. Members' recommend that this decision should be taken by the Executive Board, and not as an officer delegated decision, and that this should take place as soon as possible.
- The fact that the Board strongly advised of the need for further consultation and discussion with schools and user groups about the impact of the changes in charging.

(The meeting concluded at 12.15 pm.)



## SCRUTINY BOARD (CHILDREN'S SERVICES)

MONDAY, 20TH SEPTEMBER, 2010

**PRESENT:** Councillor J Chapman in the Chair

Councillors M Coulson, G Driver, B Gettings, W Hyde,  
A Lamb, B Lancaster, P Latty, J Lewis, K Maqsood,  
V Morgan and B Selby

### CO-OPTED MEMBERS (VOTING):

Mr E A Britten	- Church Representative (Catholic)
Mr J Granger	- Parent Governor Representative (Primary)

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

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

### 31 Chair's Opening Remarks

The Chair welcomed all in attendance to the September meeting of the Scrutiny Board (Children's Services), particularly Councillor Morgan to her first meeting of the Scrutiny Board, since her recent appointment at Council.

### 32 Late Items

The Chair admitted to the agenda an updated Fostering Inspection Action Plan, to be considered as part of agenda item 10. (Minute No. 39 refers)

### 33 Declaration of Interests

There were no declarations of interest at this stage, however, declarations were made at later points in the meeting. (Minute Nos. 36, 37 and 40 refer.)

### 34 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Professor Gosden, Mrs S Hutchinson, Ms C Johnson, Ms J Morris-Boam and Mr B Wanyonyi.

### 35 Minutes - 16th July 2010

**RESOLVED** – That the minutes of the meeting held on 16<sup>th</sup> July be confirmed as a correct record.

### 36 Matters Arising from the Minutes

Minute No. 17 – Performance Report Year End 2009/10 and Children's Services Improvement Plan – Monitoring Report

Draft minutes to be approved at the meeting  
to be held on Thursday, 21st October, 2010

One Member referred to the increase in swimming visits from people aged 16 and under, which it was noted had increased by 43% across the city. The Scrutiny Board briefly discussed the benefits of free swimming, particularly in relation to work undertaken to tackle obesity.

(Councillor Selby declared a personal interest in this item as a user of local swimming facilities.)

### **37 Children's Services Improvement Plan - monitoring report / Performance Report 2010/11 - Quarter 1**

The Scrutiny Board agreed to jointly consider agenda item 7, Children's Services Improvement Plan – monitoring report, and agenda item 8, Performance Report 2010/11 – Quarter 1.

The Chair welcomed to the meeting, Bill McCarthy, Independent Chair of the Improvement Board, and the following Executive Members and officers:

- Councillor Blake, Executive Member (Children's Services)
- Councillor Dowson, Executive Member (Learning)
- Eleanor Brazil, Interim Director of Children's Services
- Chris Edwards, Chief Executive of Education Leeds
- Jackie Wilson, Chief Officer for Children and Young People's Social Care.

The Independent Chair of the Improvement Board provided a brief update on the work of the Improvement Board as follows:

The Improvement Board was maintaining an overview of 5 key areas:

- consistency of practice, particularly focussing on training and development programmes
- partner relations – more practical work to be undertaken
- delivering improvements on a sustainable basis – ensuring correct processes and procedures were in place
- recognition of changes in officer leadership and the impact on progress made to date
- economic climate – difficult financial decisions to be made.

On behalf of the Scrutiny Board, the Chair thanked Eleanor Brazil, for her hard work and positive contribution as Interim Director of Children's Services. It was reported that her replacement, Nigel Richardson, was due to start work on 30<sup>th</sup> September.

The Chief Executive of Education Leeds provided a brief update on exam results as follows:

- positive outcomes at foundation and Key Stage 2
- primary – good progress being made in literacy and numeracy

- secondary – 5% increase in provisional 5 A\*-C including English and Maths GCSE results – 9% increase in 5 A\*-C grades or equivalent
- improvements in relation to Key Stage 5 (A-levels), looked after children and ethnic minorities
- challenges remained around persistent absenteeism.

The Chair then invited questions and comments from the Scrutiny Board and the key areas of discussion were:

- The benefits of 1-2-1 tuition and developing local working arrangements, particularly in supporting vulnerable young people.
- New multi-agency arrangements being established to formalise arrangements and strengthen provision.
- Update provided on social care recruitment and the positive impact of recently appointed advanced practitioners.
- Recognition of the need for further improvements at the 25 primary schools still below Key Stage 2 floor targets and prioritising work with families.
- Success of the National Strategy Programme and family support strategies.
- Concern about the three red areas in the Improvement Plan relating to child protection. The Scrutiny Board was informed that in relation to the delivery of child protection conferences, 5 conference chairs had been appointed. A review of child protection arrangements was also taking place.
- The types of support available to parents, particularly in relation to tackling persistent absenteeism and the range of strategies and interventions in place.
- Concern about the level of consultation with unions and staff representatives regarding the transformation programme. The Interim Director of Children's Services reported that discussions had taken place with Joint Consultative Committees about the potential impact of the changes. Further information was being made available in October and November.
- Support for robust monitoring of work taking place on the ground.
- Work being undertaken with SILC's, outreach work, etc to improve special educational need provision. The recent Ofsted national report on SEN was referred to.

**RESOLVED** – That the report and information appended to the report be noted.

(Councillor W Hyde joined the meeting at 10.15 am during the consideration of this item.)

(Councillor Lancaster declared a personal interest in this item as LEA Governor at Carr Manor High School.)

### **38 Children's Services Update (September 2010)**

Draft minutes to be approved at the meeting  
to be held on Thursday, 21st October, 2010

The Interim Director of Children's Services submitted a report which updated the Board on key developments across Children's Services.

The following Executive Members and officers attended the meeting and responded to Members' questions and comments:

- Councillor Blake, Executive Member (Children's Services)
- Councillor Dowson, Executive Member (Learning)
- Eleanor Brazil, Interim Director of Children's Services
- Jackie Wilson, Chief Officer for Children and Young People's Social Care
- John Kearsley, Chief Officer, Resources and Strategy.

In brief summary, the main points of discussion were:

- Managing the effect of in-year budget reductions (area based grant reduction of £5.2m)
- Social care expenditure particularly in relation to placement. Actions being taken to address this were as follows:
  - robust action plan around child placements
  - improvements to in-house services
  - identified need for more robust contract arrangements.
- Improvements to leadership and accountability arrangements.
- Clarification regarding membership of the Children's Services Programme Board. The Scrutiny Board was informed that membership comprised senior representation from children's services, NHS, police, heads of primary (Queensway) and secondary schools (Ralph Thoresby).

**RESOLVED** – That the update report be received and noted.

### **39 Fostering Inspection Report**

The Head of Scrutiny and Member Development submitted a report which requested the Scrutiny Board to consider the fostering inspection report's findings and the action plan produced in response to the recommendations.

Appended to the report was the following information:

- Scrutiny Board – Fostering Inspection Plan (August 2010)
- Leeds City Council Fostering Service – Ofsted Inspection Report.

The following Executive Members and officers attended the meeting and responded to Members' questions and comments:

- Councillor Blake, Executive Member (Children's Services)
- Eleanor Brazil, Interim Director of Children's Services
- Jackie Wilson, Chief Officer for Children and Young People's Social Care

- Sue May, Head of Looked After Children
- Sarah Johal, Service Delivery Manager – Fostering Adoption and Family placement.

In brief summary, the key areas of discussion were:

- Members welcomed the positive assessment of LCC fostering service and congratulated staff involved.
- Clarification that additional independent members were being recruited to serve on fostering panels.
- Identifying new ways of recruiting foster carers.

#### **RESOLVED –**

- (a) That the inspection report's findings and response to the recommendations be noted and that staff be congratulated; and
- (b) That the Scrutiny Board receive 6 monthly update reports to assist in monitoring progress against the inspection report and action plan, as well as the success of recruitment initiatives.

(Mr T Britten and Ms C Foote left the meeting at 11.40 am during the consideration of this item.)

#### **40 Request for Scrutiny - Connexions**

The Head of Scrutiny and Member Development submitted a report which invited the Board to consider a request for scrutiny relating to the future of the Connexions service and the potential impact on young people.

A copy of the request for Scrutiny was appended to the report for Members' information.

The Chair welcomed to the meeting, Dave Ferris and Josie Hoy, Connexions Leeds Unison Stewards, to present the request for scrutiny and respond to Members' questions and comments, and John Paxton, Head of Integrated Youth Support Services, to respond to the request.

In brief summary, the main areas of discussion were:

- Concern about the reduction in area based grants and the potential impact on the employment of connexions staff and on services for young people. The Scrutiny Board was informed that a report on grant reductions had been submitted to the Executive Board.
- Discussions had taken place with Prospects and igen about the proposed cuts to services and transferring some universal responsibilities to schools.

**RESOLVED –** That the request for scrutiny, insofar as it related to the potential impact on young people's employment prospects, be considered as

part of the Scrutiny Board's overall work programme when the Board considers a second major inquiry for the year.

(Councillor Lamb declared a personal interest in this item in his capacity as a Regional Board Member of the Prince's Trust.)

(Councillor J Lewis left the meeting at 12.15 pm at the conclusion of this item.)

#### **41 Vision for Leeds 2011 to 2030 - progress with development and next steps**

The Scrutiny Board received a report from Leeds Initiative which provided an update on work undertaken to date to develop a new Vision for Leeds 2011 to 2030.

Appended to the report for Members' information was a copy of the consultation document 'What if Leeds ...', consultation and communication plans for the Vision for Leeds 2011 to 2030, together with a consultation timetable.

The Chair welcomed to the meeting, Martin Dean, Head of Leeds Initiative, and Jenny Hill, Project Officer, to present the report. Officers provided detailed information on the consultations being carried out with children and young people.

**RESOLVED** – That the report and information appended to the report be noted.

#### **42 Recommendation Tracking**

The Head of Scrutiny and Member Development submitted a report which requested Members to confirm the status of recommendations from previous scrutiny inquiries.

Appended to the report was the recommendation tracking flowchart and draft status of recommendations.

The status of recommendations were agreed as follows:

- Services for 8-13 year olds (recommendation 9) – stop monitoring. This recommendation is no longer achievable.
- Entering the Education System (recommendation 2) – sign off as achieved.
- Entering the Education System (recommendation 8) – continue to monitor, as single funding formula not in place yet.
- Safeguarding Interim Report (recommendation 1) – continue to monitor.
- Meadowfield Primary School (recommendation 1) – continue to monitor until new complaints arrangements in place.

- Meadowfield Primary School (recommendation 4) – continue to monitor pending confirmation that all work is completed.
- Meadowfield Primary School (recommendation 5) – continue to monitor until benchmarking complete.
- Attendance Strategy (recommendation 1) – good example from West, but continue to monitor until all areas have targets in place.
- Attendance Strategy (recommendation 2) – continue to monitor until extended leave policy completed.
- Attendance Strategy (recommendation 4) – continue to monitor pending confirmation that all schools have a named governor for attendance.

**RESOLVED –**

- (a) That the report and information appended to the report be noted; and  
 (b) That the Scrutiny Board approves the status of recommendations as set out above.

**43 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> September to 31<sup>st</sup> December 2010, together with the minutes from the Executive Board meetings held on 21<sup>st</sup> July, 16<sup>th</sup> August and 25<sup>th</sup> August 2010.

In brief summary, the main highlighted points were:

- Due to national funding issues, the Scrutiny Board agreed to suspend the work of the Youth Services Commissioning Framework working group and replace it with the School Balances working group.
- Service Redesign – volunteers sought for programme of visits. The Principal Scrutiny Advisor agreed to e-mail the Scrutiny Board with suggested dates.
- Leeds Strategic Plan report no longer being submitted to October Scrutiny Board.

**RESOLVED –** That the work programme as amended be approved.

**44 Date and Time of Next Meeting**

Thursday 21<sup>st</sup> October 2010 at 9.45 am with a pre-meeting for Board Members at 9.15 am.

(The meeting concluded at 12.28 pm.)

Draft minutes to be approved at the meeting  
 to be held on Thursday, 21st October, 2010

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**Report of the Director of Children's Services**

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

**Date: 21<sup>st</sup> October 2010**

**Subject: Leeds Children and Young People's Plan 2011 – Consultation**

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**Electoral Wards Affected:**

All

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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## 1.0 Background

- 1.1 At present, all local areas are statutorily required to have a Children and Young People's Plan. The Plan must set out how the local partners within a Children's Trust (which includes the local authority) will cooperate to improve well being for children and young people living in the area. It should be clear about the priority issues for children's services in the city and set out broadly how these will be addressed. It should link in with other, relevant key strategic plans for the city.
- 1.2 Leeds developed its first Children and Young People's (CYP) Plan in 2006. This ran until 2009. During this period the Plan was refreshed annually to ensure it stayed relevant and focused to the needs of children, young people and families in the city. A full review was then carried out and a new Plan produced in 2009. This set out longer term ambitions until 2014 and specific short-term priorities until 2011. This Plan underwent an annual refresh earlier in 2010. The Children's Services Scrutiny Board have consistently been involved in work to review and develop the city's CYP Plan.
- 1.3 It was always the intention to carry out a full review of the Children and Young People's Plan ready for 2011. This has become particularly important in light of the changing political and financial context during this year. It is also important in view of a number of specific developments in Leeds, notably:
- The Improvement Plan and the work of the independently chaired Improvement Board to target priority areas (including those in the CYP Plan) and oversee improvements in outcomes.
  - The Transformation Programme, aiming to develop a more integrated approach to delivering children's services.

- The development of revised Children's Trust arrangements for the city, which came into effect in April 2010.
- A new Director of Children's Services, Nigel Richardson, taking up post at the start of October 2010.

A review for 2011 will also mean that the Plan can link in with the 2011 review of the Leeds Vision.

- 1.4 This work is taking place against a shifting national approach to children's services. Currently Children and Young People's Plans are a statutory requirement for all local areas. However, the coalition government has clearly stated its intention to remove this statutory obligation by April 2011. This will mean Leeds is no longer required by government to produce a Children and Young People's Plan. In anticipation of this change, senior leaders from partners on the Children's Trust Board have considered the implications and options. The collective view is that Leeds will still benefit significantly from having a document that captures the shared vision and priorities for children's services in the city. However it is too early to determine how close such a document will remain to the format and level of detail within the current Plan.
- 1.5 As such, senior leaders have drawn up outline proposals for the priorities within a future Plan and a period of consultation is now taking place on these proposals, along with consideration of how a new Plan can best be structured to deliver the maximum benefit to services and the public in Leeds. The remainder of this report outlines the proposals, the approach being taken and the consultation process. The Children's Services Scrutiny Board is an important part of this process.
- 1.6 It is important to see consultation on the CYP Plan for the city as complementary to the consultation on the organisational transformation of children's services in Leeds, which is also taking place at the current time. The two overlap and as set out below, must be seen as a whole in order to understand how we will take forward services for children, young people and families in Leeds in the short, medium and longer term. Nigel Richardson, the new Director of Children's Services in Leeds, will complement the information within this report by providing members of the Scrutiny Board with a presentation at their meeting that sets out his initial thinking around the development of this work.

## **2.0 Main Issues**

### Existing Priorities

- 2.1 When considering priorities for a future CYP Plan, it may be helpful for members to be reminded of how the framework behind improvement work in Leeds has been evolving over the last eighteen months. The 2009-14 Children and Young People's Plan (published in September 2009) contains a mixture of immediate and longer term priorities. These are as follows:

#### Immediate priorities: improving outcomes:

1. Improving outcomes for Looked After Children
2. Improving attendance and reducing persistent absence from school

3. Improving early learning and primary outcomes in deprived areas
4. Providing places to go and things to do
5. Raising the proportion of young people in education or work
6. Reducing child poverty
7. Reducing teenage conception
8. Reducing the need for children and young people to be in care

Immediate priorities: working together better

9. Strengthening safeguarding
10. Enabling integrated working.

Longer term ambitions, all children and young people:

1. are safe and secure
2. are safe and supported in stronger communities
3. are helped to narrow the gap
4. are thriving in learning
5. are safe and supported in stronger families
6. enjoy life and have places to go and things to do
7. make the right choices
8. make a good start
9. are supported by excellent, integrated working.

2.2 At the start of 2010, Leeds produced an Improvement Plan that drew together the priorities in the CYP Plan along with the recommendations from Ofsted's key announced and unannounced inspections and the requirements set out in the Improvement Notice issued by the government. There are five themes within the Improvement Plan and a significant number of detailed actions for each of these. The five themes are:

1. Effective leadership and governance of integrated children's services in Leeds
2. Excellent safeguarding standards and practice
3. Improved outcomes for Looked After Children
4. All young people participating fully, socially and economically
5. A highly skilled, well supported, motivated and continually developing workforce

2.3 During 2010, the Children's services Scrutiny Board has received updates on progress in these areas as part of the wider suite of quarterly performance information it regularly receives. The new proposals build on the progress made and continuing challenges under these themes.

What is being proposed?:

2.4 Given that CYP Plans are unlikely to be statutory for much longer, and that the financial pressures facing the public sector will ensure resources are increasingly targeted to the most critical areas, members of the Children's Trust Board have proposed that the new Plan should sharply focus on only those *specific* priority areas where joint working between the partners can make a marked and clear difference

over the three year life span of the plan. Through the current consultation it is intended we will be able to develop action plans that give the detail of how the partners will work together to resource and improve priority outcomes in particular areas.

- 2.5 Discussions of the CYP Plan have also emphasised the importance of **how** partners work together as well as **what** priorities and outcomes they are trying to achieve. ‘Think family,’ ‘locality working’ and a combination of these two approaches through targeting particular families in particular neighbourhoods have been especially evident in discussions. There is a consensus that work to fully progress these agendas needs to be accelerated and will lead to highly effective changes to current partnership working and methods of delivery. This is very much reflected in the approach being taken to the transformation programme across children’s services (as detailed for the Scrutiny Board in their September update report). To reflect the importance of these issues the consultation framework distinguishes between priorities for **what** outcomes the partnership wants to make progress against and priorities for **how** it wants to work and deliver services. Nigel Richardson’s presentation to the Board will link in to this approach and provide initial information about his vision for the future strategic direction of children’s services in Leeds.
- 2.6 The framework set out below summarises current thinking, taking account of the latest data trends and other key city wide plans, the existing CYP Plan and the 2010 review of it, as well as the Children’s Services Improvement Plan. Consultation will focus not just on whether these are the right priorities and approaches, but on the detail of the joint actions and milestones to achieve progress, and the detail of how partners will work better together.

*A Framework for our new Children and Young People’s Plan:*

<b><i>What we should prioritise:</i></b>
<b><i>1. Improving the safeguarding of children and young people</i></b>
through well embedded child protection systems and practice, tackling substance misuse by parents, and reducing the impact of domestic violence and anti social behaviour on children and families.
<b><i>2. Improving early years and primary stage outcomes</i></b>
through intervention and prevention in the early years and improving outcomes at key stage 2, targeting those most at risk of relatively poor early learning and primary outcomes, and known to be susceptible to poor outcomes in later stages of childhood. This will include tackling barriers to participation including irregular school attendance, obesity and low self esteem.
<b><i>3. Better outcomes at 16 and 19 through improved participation and engagement of children and young people</i></b>
reducing NEET, improving behaviour and attendance at school, reducing and preventing offending, reoffending and anti social behaviour, tackling key health issues such as teenage pregnancy and substance misuse.

***How we can work together to deliver this: (linking in to the transformation programme)***

- using 'think family' principles, develop approaches in localities approaches that target children, young people, families and neighbourhoods most at risk of relatively poor outcomes
- develop stronger multi-agency approaches to mitigating the impact of child poverty, with a focus on those families and communities most at risk
- work across partners and agencies, including the sharing or pooling of budgets and resources
- robust and effective systems of safeguarding
- raise the aspirations of children, young people and their families through approaches such as mentoring and coaching
- strengthen integrated early intervention and preventative work
- ensure that where appropriate action plans address the needs of priority groups: children and young people with special needs, children and young people with disabilities, looked after children, Black and minority ethnic groups, children and young people in receipt of free school meals
- develop the children and young people's workforce

The Consultation Process and Next Steps

- 2.7 Consultation on the proposals above is currently taking place at various meetings across services and stakeholders, including with groups involving parents and young people and headteachers. An online toolkit has been developed and can be accessed on the Children Leeds website ([www.childrenleeds.org.uk](http://www.childrenleeds.org.uk)), which gives background information and explains the priorities and how they were agreed. There is also an online survey for practitioners, parents and children and young people. A variety of consultation took place with young people during the summer, primarily through Breeze events where 572 young people completed the questionnaires and an additional 200 younger people made extra comments about the consultation questions.
- 2.8 The consultation process is due to be completed by the end of October 2010. A draft plan will then be produced by the end of the year. The drafting of the plan will be timed and structured to take into account developments including:
- Announcements relating to children's services within the Comprehensive Spending Review.
  - The progress and direction of the children's services transformation programme.
  - Outcomes from any other Ofsted inspections that take place during 2010.
- 2.9 There will then follow a consultation on the full draft of the Plan, during early 2011, including its submission to the Children's Services Scrutiny Board, before a final version is produced ready for April 2011, to coincide with the implementation of much of the transformation programme.

### **3.0 Conclusion**

- 3.1 A range of significant national and local developments are changing the context in which children's services operates. At the same time there is a continued need for a shared agenda to deliver improvement on key areas of work where partnership is essential. Against this background and in spite of the likely removal of the statutory duty to produce a Children and Young People's Plan, the Children's Trust Board have re-affirmed their commitment to producing a new Plan for 2011 to help drive future partnership working. This report outlines the approach being taken and seeks the initial views of the Children's Services Scrutiny Board. The Plan will be brought back to the Scrutiny Board when a full draft has been produced, early in 2011.

#### **Background papers**

- Leeds Children and Young People's Plan 2009-14
- Children's Trusts: Statutory guidance on co-operation arrangements, including the Children's Trust Board and the Children and Young People's Plan (March 2010)
- Children's services Update report (September 2010) – Children's Services Scrutiny Board



Originator: Kate Arscott

Tel: 247 4189

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

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

**Date: 21 October 2010**

**Subject: Scrutiny Inquiry – Services for children with disabilities, special educational needs and additional health needs – Inquiry into Service Redesign**

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**Electoral Wards Affected:**

**Specific Implications For:**

Ethnic minorities

Women

Disabled people

Narrowing the Gap

**1.0 Introduction**

- 1.1 At the board's meeting in June, members agreed to carry out an inquiry into the redesign of services for children with disabilities, special educational needs and additional health needs, as one of their major pieces of work this year. A copy of the agreed terms of reference is attached as Appendix 1.
- 1.2 The first formal session of the inquiry was scheduled for October. Children's Services have provided the attached report, covering issues identified in the terms of reference for the inquiry. Relevant officers from Children's Services, Education Leeds and the health sector will be at the meeting to respond to members' questions and comments.
- 1.3 The next session of the inquiry is scheduled for the Board's next meeting on 18 November 2010, as set out in the terms of reference. A number of visits and working group activities will take place between these two sessions.

**2.0 Recommendation**

- 2.1 The board is requested to consider the issues raised by this session of the inquiry.

**Background papers**

None

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

### **Services for children with disabilities, special educational needs and additional health needs – Inquiry into Service Redesign**

#### **Terms of reference**

##### **1.0 Introduction**

1.1 In March 2010 the Executive Board considered a review of the organisation of children's services delivery in Leeds, and agreed to create a single Integrated Children's Service within the council by 1 April 2011. This will bring Education Leeds back into the council.

The preparations for this structural change coincide with a period of severe financial challenge within the public sector, creating both the opportunity and the necessity to consider changes in the way services are provided to become more efficient. In some areas of children's services this work is being extended beyond those services directly delivered by the council to include for example health provision.

In discussing priority areas of work for the coming year, the Children's Services Scrutiny Board agreed in June 2010 that it would carry out an inquiry into the proposed redesign of services, taking the provision of services for children with disabilities, special educational needs and additional health needs (and their families) as our focus.

However, whilst the economic climate and the change in council structure are important issues, our main motivation in undertaking this piece of work is to examine how a better integrated service can improve outcomes for children and their families locally.

Children with disabilities, special educational needs and additional health needs are some of our most vulnerable young people, and in many cases have complex needs which cut across these service delivery boundaries.

The Board will also maintain oversight of the progress of the overall programme to create an Integrated Children's Service as part of its performance management and accountability activity, but it will make a more detailed study of this particular project.

##### **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 proposed range of services that will be provided in an integrated model
  - The balance of universal, targeted and specialist service provision for this group of children and their families
  - The potential benefits to children and families from the proposed redesign of services

2.2 The Board hopes that its findings will provide a timely and positive contribution to the management of change.

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

3.1 This inquiry was proposed following input to the Scrutiny Board on priority issues by the Director of Children's Services. Both the Director and Executive Member are supportive of the inquiry's aims. The Executive Member proposed the inclusion of school transition arrangements and Leisure Services input to the inquiry; both elements are included in the final terms of reference.

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

4.1 The inquiry will take place in October and November 2010, with a view to issuing a final report in early 2011.

4.2 The inquiry will conclude with the publication of a formal report setting out the board's conclusions and recommendations.

### **5.0 Submission of evidence**

5.1 The Board will receive evidence through a combination of formal Board meetings and smaller working group meetings or visits with stakeholders and relevant service providers.

#### **5.2 Scrutiny Board meetings – 21 October and 18 November 2010**

The following evidence will be required for the Board meetings:

- Background information about the client group for these services and how they are currently provided
- An outline of the proposed range of services to be provided in an integrated model
- Detail of the implementation plan and timescales for creating the new service
- The expected benefits to children and their families
- The expected service benefits
- The balance of city-wide and local service delivery
- The balance of universal, targeted and specialist service provision
- Information about how services will be provided – eg direct provision, commissioned or through personalised budgets
- The role of universal provision such as children's centres, extended services, connexions and leisure services
- Transition, including transition between school phases and to adult services (recognising the work carried out last year by the Adult Social Care Scrutiny Board).

The November session will also include consideration of the findings from working group meetings and visits.

The board will then consider emerging conclusions and recommendations to inform the production of the final inquiry report

### 5.3 Working Group meetings and visits

These will be scheduled as far as possible between the two formal Board meeting inquiry sessions.

## 6.0 **Witnesses**

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

- Deputy Chief Executive of Education Leeds – project lead officer
- Representatives from relevant education, health and social care services
- Voluntary sector representatives
- Representatives from universal service providers such as children's centres, extended services, connexions and leisure services
- Transition team

6.2 The following potential visits have been identified:

- South Leeds pilot and other current relevant local examples of integration
- Another local authority providing integrated services of a similar nature

6.3 The Board will also seek to obtain the views of children and young people and their parents and carers as evidence to the inquiry.

## 7.0 **Equality, Diversity and Cohesion and Integration Issues**

7.1 Where appropriate, all terms of reference for work undertaken by the Scrutiny Boards will include

To review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the council's Equality and Diversity scheme, and on the council's Cohesion and Integration Priorities and Delivery Plan.

7.2 The objectives of this inquiry particularly reflect the following theme from the council's Equality and Diversity scheme:

Service Delivery – Leeds City Council provides fair access to services which meet the needs of our diverse communities and individuals.

## 8.0 **Monitoring Arrangements**

8.1 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.

8.2 The final inquiry report will include information on the detailed arrangements for monitoring the implementation of recommendations.

## **9.0 Measures of success**

- 9.1 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.
- 9.2 The Board will look to publish practical recommendations.



**Report of the Director of Children’s Services**

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

**Date: October 2010**

**Subject: Model for the Integrated Service for Children With Complex Needs**

<p><b>Electoral Wards Affected:</b></p> <p>All</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input checked="" type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input checked="" type="checkbox"/></p>
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**1.0 Purpose of report**

- 1.1 This paper seeks to provide information to members about the Children’s Services Transformation Programme with particular reference to the model for children with complex needs. This piece of work relates to programme 6 – disability/SEN/additional health needs - of the integrated service delivery strand of the transformation programme which seeks to transform services for children and families across Leeds. The programme brings together partners from the range of children’s services across the city, not just those of the local authority.
- 1.2 It is worth noting that the integrated delivery strand is organised into six key areas of work:
  - a) Leadership and governance
  - b) Disability /SEN/ additional health needs
  - c) Looked after children
  - d) Safeguarding
  - e) Universal services
  - f) Well-being teams (locality based)
- 1.3 For the design of each strand, multi-agency project teams have been established and are working on detailed proposals for how these functions should be taken forward. During the summer the work of the Programme 2 Disability/SEN/additional health needs and that of Programme 6 (Universal services) was combined to ensure consistency, that duplication was avoided and that the needs of the children and families were prioritised. The initial scoping work led to the development of 2 proposals, one linked to children with complex needs and one linked to the universal – settings improvement. The proposal for the former, the model for children with complex needs is the subject of this paper.
- 1.4 The scope of the scrutiny enquiry is the strand of work around disability, special educational and additional health needs. This paper is the first of a series of papers and outlines the

model for children with complex needs. Further papers will be prepared as the model is refined.

1.5 The paper provides an outline of:

- The proposed range of services that will be provided in an integrated model
- The balance of universal, targeted and specialist service provision for this group of children and their families
- The potential benefits to children and families from the proposed redesign of services

1.6 The service will be a small service supporting the 1000 children and young people with the most complex long term SEN/Disability/health needs and their families. It will provide families with a joined-up response to their situation. Further modeling working is ongoing regarding the services which will support the wider group of children and young people with statements and/or FFI (funding for inclusion). This work will define the service for children and young people with behavioural difficulties and the services supporting children with the wide range of SEN who are educated in mainstream. A proposal paper will be produced by the end of October and shared at the November meeting of Scrutiny.

## **2.0 Background**

2.1 The proposal has been developed in a climate of significant challenges and opportunities in relation to:

- National policy developments relating to Local Authority, school, early years settings and college delivery of broader children's services;
- Primary Care Trust transfer of provider functions to alternative providers by Spring 2011;
- The Leeds children's services budget facing in-year pressure, and, following the government's Comprehensive Spending Review, the likelihood of significant reductions in funding over the next 4 years.

2.2 For most children and young people with special educational needs and disabilities, supported inclusion in mainstream (universal) children's service settings (early years provision, schools and colleges) is all that is required, with the setting managing the provision of additional help when necessary.

2.3 For a small number of children with complex needs and life limiting illness however, there will be a need for intensive additional support and the breadth, intensity and complexity of this support may be difficult for a mainstream setting to manage on behalf of the child and family.

2.4 Parents of children with complex needs often have to negotiate across a range of services to get appointments, follow up actions, and generally to attempt to co-ordinate the input of a number of professionals in order to ensure that the needs of their child and family are met.

2.5 The main purpose of developing proposals for a new, reconfigured service to meet complex needs is to address this problem and provide families with a joined-up response to their situation wherever possible and facilitate appropriate inclusive practice across a range of settings. The key principles of this approach are:

- Child and family first
- Single point of contact
- Coordinated response
- Unified referral, assessment and planning process based on the common assessment framework

- Named key worker
- Telling the story once
- Keeping the door open
- Planning ahead for the next stage (managing transition)

2.6 A new service will provide a single point of contact for families. Bringing together key partners will help to smooth this process and enable children, young people and their carers to make informed choices to enable them to lead as ordinary and successful a life as is possible in the circumstances. The service will support the most complex children and young people (around 1,000 in Leeds) and their families, whether they are under the age of 5 and supported in an Early Years setting, or over 5 and attending a Specialist Inclusive Learning Centre (SILC), resourced provision, partnership school, or are educated in Further or Higher Education. The service will work with settings to support those children and young people with the most complex needs who require long term specialist support from a variety of agencies.

### **3.0 Main Issues**

#### **3.1 Design principles**

3.1.1 Included in developing and implementing the integrated service are the following principles;

- All service design and function is premised on identifying and achieving enhanced outcomes for children and families.
- Families, early years providers, schools and colleges provide the key universal settings and focus for public service provision as the child grows and develops.
- Where the universal provider settings lack the capacity and resources to properly meet the needs of the child they then work in partnership with external specialist agencies to a) target work on the development of their own capacity and capability to meet the child's needs and where necessary b) provide a base and/or focus for specialist intervention from external specialist agencies.
- Where targeted/specialist work with the child and family is carried out away from the universal setting (in, for example, a clinic, hospital, GP surgery) or is by nature an essential business support function (as in the case of SEN statutory assessment and statement functions) this work is always clearly and simply communicated back to the universal setting in terms that are designed to enhance the work of that setting.
- This partnership working is 'person-centred' so that planning, delivery and review of the effectiveness of interventions always involve the child and family. No work is ever done in isolation from this focus. Referral from one agency to another must always take the form of a structured conversation designed to build and enhance the effectiveness of the team working with the child and family.
- Support should always be delivered as close to the child and family as possible and appropriate to the child's needs and wishes.
- All the above features should ensure that the child and family are clear about the purpose and intended outcomes of a planned intervention, what the child's and family's role is in delivery, who else is involved and their role and the intended period for the intervention.

3.1.2 Under the new proposals existing services will be reconfigured to develop a new service of lead professionals operating locally. The complex needs service will not include all staff with a focus on inclusion – some of these will be located in Wellbeing Teams, e.g. attendance improvement officers, or in Settings Improvement. The service for children with complex needs will have close links with both these teams. Further details of these teams are being developed. Work is also underway to consider service design to meet the needs of those with broader SEN and behavioural difficulties.

- 3.1.3 A key role for the service will be to co-ordinate the processes required to ensure that needs of the child are met, that they make educational progress and that these children and their families are able to lead ordinary lives, as far as is possible.
- 3.1.4 The service will recognise that many specialist staff work across the age range providing both direct care to individual children and young people and also consultancy/training to individual schools/groups of schools.
- 3.1.5 The service will maintain close links with other services which operate within the universal setting, e.g. Settings Improvement, to continue to develop improved inclusive practice in universal settings.

### 3.2 **Outcome measures**

3.2.1 The effectiveness of the integrated service will be measured by a range of indicators including:

- Educational progression of young people including attendance and attainment
- Participation including access to a range of cultural and leisure opportunities
- The extent to which needs can be met locally, without recourse to out-of-city placements
- Young people's perceptions of their progress, personal autonomy and the quality of their support
- Parents' perceptions of the quality and timeliness of the support they have received
- Staff perceptions of the effectiveness of integration and joint working
- Value for money

### 3.3 **Service proposals: Local delivery**

- 3.3.1 The service will be configured in three area teams configured locally, ideally based at settings attended by children in order that they are easily accessible to children and families. The service will recognise the different phases of delivery of services and support in the life of the child and young person. Local arrangements will reflect the three administrative areas East/North East, West/North West and South.
- 3.3.2 The integrated 0-5 service for children with complex needs would be best focused on a Child Development Centre, of which there are three (North East and East, North West and West, and South). Child Development Centres currently provide early assessment of young children's needs and development and they support interventions to aid their progress. An alternative setting would be one of the six resourced children's centres.
- 3.3.3 The 0-5 service is likely to include:
- Specialist health visiting
  - Hearing Impairment and Visual Impairment service
  - Early Years Support Service
  - Leeds Inclusion Support Service
  - Portage
  - Speech and language therapy, occupational therapy and physiotherapy.
- 3.3.4 The service will work with families and with the full range of early years settings and with Settings Improvement. It will lead on the planning for the child's transition into statutory education. It will maintain relationships with key professionals including Child Health and Disabilities social workers (children with disabilities are regarded as children in need under section 17 of the Children Act 1989), paediatricians, acute services, and educational psychologists and others who may be based elsewhere. Where for example, Child Health



and Disabilities social workers are not part of the core team, a link will be established between the social work team and each of the three area teams.

- 3.3.5 For children and young people from 5 to 14 with complex needs, the most appropriate setting for the service will be a Specialist Inclusive Learning Centre (SILC) site, or resourced or partnership school although it is recognised that current accommodation may present constraints. Very early discussions regarding accommodation have taken place but further work is required to move this forward with all partners. This service will be delivered across three administrative areas (East/North East, West/North West and South).
- 3.3.6 The 5-14 service for children with complex needs is likely to include:
- Child Health and Disabilities social work
  - Hearing Impairment and Visual Impairment service
  - Leeds Inclusion Support Service
  - Speech and language therapy, occupational therapy and physiotherapy
  - SILC nursing.
- 3.3.7 The service will work with families and with the full range of educational settings and with those colleagues who work in other services to improve the quality of provision in all settings. A key feature of this service will be the provision of a single point of contact for the families of children with complex needs, ensuring that families experience a seamless service from the point of diagnosis onward, through an identified co-ordinator or key worker. It is acknowledged that not all children and young people with complex needs attend their local SILC at present. Protocols will need to be developed to address cross area co-ordination.
- 3.3.8 The service will maintain relationships with key professionals including paediatricians, acute health services and educational psychologists. It will plan for and support the needs of the whole child and family. This will include access to and progression in education, access to leisure and enrichment opportunities, participation, care in the home, short breaks, relationship issues. It will also need to be responsive to a crisis or sudden change in families' circumstances e.g. arranging short term emergency residential or other placement.
- 3.3.9 Young people from age 14 onwards will be supported by the team of lead professionals based at the SILC/resourced provision/partnership school, but in addition the team will be augmented by specialist Connexions workers. The focus will be on preparation for transition into post-16 learning and onwards into independent living where appropriate, supported by adult services. The integrated team for the area will be augmented by the Social Care Transitions Team, which will operate city-wide, with alignment to the three areas.

#### 3.4 **Service proposals: Centrally retained**

- 3.4.1 Some functions will be most appropriately delivered via a centrally retained service, because of their small size and specialist nature; to retain flexibility in the use of scarce resources; or to ensure consistent application of key processes. Centrally retained services will include Children's Learning Disability Nursing and Continuing Care and health short breaks service, plus the Leeds Children's Nursing Team. Where this is feasible, centrally retained services will be aligned to the three areas in order to build knowledge and relationships and to share information.
- 3.4.2 The Special Educational Needs Statutory Assessment and Provision (SENSAP) service includes case work officers, alongside monitoring and development officers who deal with Statements of Special Educational Needs and run the systems to support educational settings to include children and young people with complex needs. It is essential that these processes are applied consistently. A centrally retained team with named staff aligned to the three administrative areas is proposed.

- 3.4.3 The Educational Psychology Service works closely with SENSAP. The equivalent of 10 Educational Psychologists is required to carry out statutory functions for children with special educational needs. Clearly the service also carries out a range of other functions. It is proposed that this service is centrally retained but closely aligned to the three areas, with a Senior Educational Psychologist overseeing work for each administrative area. Educational Psychologists' input into Wellbeing Teams, for which they will need to provide consultancy, advice and support, should be determined by a time allocation. Other services and functions, for example the Looked After Children teams, will also benefit from educational psychology support, and again this could be determined via a time allocation formula.
- 3.4.4 The Social Care Transitions Team is located in Adult Services. It is a small team with a city-wide remit. It has key relationships with Connexions and with the Specialist Inclusive Learning Centres.
- 3.4.5 The Parent Partnership service will continue to operate as a small, arm's-length, centrally retained service. It may be appropriate to configure the service on an age basis, 0-5, 5-14, and 14+.
- 3.4.6 All services, although locally delivered, will require professional leadership, quality assurance and support to be delivered centrally. The management arrangements are being developed as a central aspect of the transformation programme.

### 3.5 **Settings Improvement**

- 3.5.1 Settings improvement work is crucial to ensure that all provider settings such as Early Years settings, schools continue to develop their inclusive practice and that effective approaches are shared and adopted. This area of work is being considered as part of the Universal strand of the Transformation Programme. Settings offering more targeted and specialist services, such as curriculum advice and the moving and handling training provided by the East SILC, must be included in the overall approach to settings improvement. Settings improvement work in health will also need to be taken into account. NHS Leeds currently has agreements with Early Years, Education Leeds, the fostering/family placement service and Weekenders to provide child-specific training to settings to enable them to deal with children's medical needs.
- 3.5.2 It is envisaged that settings improvement will be delivered via centrally-retained or commissioned services, aligned to the three areas. This could include the existing SEN Support Service. It is also important that there is a clear link between those providing advice and support on meeting individual needs, and those concerned with settings improvement so that practice is constantly reviewed, refreshed and enhanced in the light of experience.
- 3.5.3 As part of the new integrated service offer, it will be important to be clear about the sources of advice and support across the city, to ensure that provision is sufficient to meet need and is equitably distributed.

### 3.6 **Other services**

- 3.6.1 Some city-wide services to support children and young people with SEN and Disability are currently provided through service level agreements with the Specialist Inclusive Learning Centres. These are the Physical Disability and Medical Service, an equipment service for schools, the Home and Hospital Tuition Service and the STARS service which delivers support for children and young people with Autistic Spectrum Disorders (ASD). It is proposed that these arrangements are systematically reviewed to consider their fit with the integrated service for children with complex needs, once established, and any other relevant developments such as the opening of new provision for primary children with ASD.

### **3.7 Management arrangements**

- 3.7.1 Management of the integrated service across the whole age range (0-5, 5-14 and 14+) is likely to be via three area managers who will be responsible for ensuring that the needs of children and families in their area are met, that services are responsive, and take account of the needs of the whole child and family. These managers will be responsible for ensuring that the appropriate plans are in place to anticipate the needs of individual children and families, and for monitoring outcomes. The managers will be likely to have some core services under their direct control, and to be responsible for the co-ordination of service delivery across agencies outside of their direct control, such as acute health services. They will need to work closely with the managers of the universal settings and with the Wellbeing and Child Protection teams in their area.
- 3.7.2 The whole service, including the three area teams and the centrally-retained and aligned elements, will require a leader with complete oversight and accountability to ensure strategic vision, service development and consistency of delivery. Professional leadership will need to be retained, for example for health staff, for educational psychologists and for staff who work with visually and hearing impaired children and young people. This can be provided separately from the day to day operational management of the work of the area team.
- 3.7.3 The new service will need to take account of the Transforming Community Services programme underway in Health and the changes imminent this year in relation to operational alignment.

## **4.0 Future Direction of Travel**

### **4.1 Processes**

- 4.1.1 The new integrated service will need to fully understand the needs and experiences of disabled children and young people in Leeds. A well-understood and frequently acknowledged difficulty for children with complex needs is that they can be subjected to as many as 18 different assessments and that these are often not co-ordinated, and may be simultaneous or sequential. In order to streamline these processes, reduce duplication and improve the experience of children and their families, it is proposed that the Common Assessment Framework (CAF) becomes the primary assessment and co-ordination tool across all agencies, used at the first point of contact. It is acknowledged that acute health needs (survival) would, however, take priority. For children with complex needs, the CAF will always remain active and open and can therefore form the “spine” for the other, more specialist assessments that will inevitably be required.
- 4.1.2 It is proposed that a robust system, building on current arrangements, is put in place so that all children with complex needs who may experience special educational needs are notified by health services to Leeds children’s services at the earliest possible opportunity. A unique identification number should be allocated to the child and used by all services. A single point of contact within children’s services could then maintain a more complete record of those children with complex needs in Leeds than exists currently. It is proposed that each case is allocated to a key worker from the integrated team in the relevant area and a CAF is initiated. This can then be shared as the basis for a unified assessment, planning and review process.
- 4.1.3 Where parents do not agree to a CAF being initiated, they are of course entitled to receive services, though co-ordination across universal, targeted and specialist services that they may access may be more problematic. It is proposed that a key worker is identified to maintain contact with the family and get in touch at regular intervals (perhaps 6 monthly) to offer advice and support if required. This is in order to “keep the door open” to further dialogue and cooperation as the evidence is that families differ in their response to having a

child with complex needs, and may well wish to access support at different stages. Any processes that are put in place must have a strong emphasis on listening to families and responding in a way that they are able to cope with.

- 4.1.4 A key transition point occurs in Year 9 when the 139a Assessment takes place. The need for a unified assessment, planning and review process continues. A transitions panel and team in Adult Social Care deals with planning the transition for this phase.
- 4.1.5 There are currently a number of panels in place dealing with different aspects of planning and resource allocation for children with SEN and Disability. With a strong unified planning and assessment process in place it should be possible to review and rationalise the panels, increasing transparency about decision making, improving joint planning particularly at key transition points, and reducing demands on people's time – both for families and professionals.

#### **4.2 Areas for Detailed Further Development**

1. Discussions with other services including CAMHS and Adult Services are scheduled.
2. Once the overall framework and shape of the service has been agreed, further work will be required to map out the numbers of staff involved including leadership and management structures.
3. The relationship with the Wellbeing Teams will need to be outlined including referral and communication processes.
4. The relationship with settings improvement delivery across universal and specialist settings will require detailed consideration.
5. Processes and panels will need to be reviewed to ensure a robust system is in place.
6. Other specialist services such as those provided by the SILCs will need to be reviewed to ensure they are consistent with the new model of service delivery.
7. Further modeling working is ongoing regarding the services which will support the wider group of children and young people with statements and/or FFI (funding for inclusion) including those children and young people with behavioural difficulties.

## **5.0 Conclusion**

- 5.1.1 The model for the service for children with complex needs is being shared at the September/October transformation programme blueprint events. Feedback received will be taken into account as the model is further refined. Development work underway is looking at the detail of the implementation options and how the new arrangements would work in practice.

### **Background papers**

Report of the Interim Director of Children's Service – Children's Services Update (September) 2010

Scrutiny Board – Services for Children with disabilities, special educational needs and additional health needs – Inquiry into Service Redesign – Terms of reference

Originator: Kate Arscott

Tel: 247 4189

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## Report of the Head of Scrutiny and Member Development

### Scrutiny Board (Children's Services)

Date: 21 October 2010

Subject: Work Programme

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**Electoral Wards Affected:**

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

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### 1.0 Introduction

- 1.1 A copy of the board's work programme is attached for members' consideration (appendix 1). The attached chart reflects the discussions at the board's September meeting.
- 1.2 The current Forward Plan of Key Decisions (appendix 2) and the Executive Board minutes from September (appendix 3) will give members an overview of current activity within the board's portfolio area.

### 2.0 Recommendation

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

### Background papers

None

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**Scrutiny Board (Children's Services)  
Work Programme 2010/11**

Item	Description	Notes	Type of item
<b>Meeting date – 21 October 2010</b>			
<b>Service Redesign</b>	To undertake the first session of the inquiry		DP
<b>Children and Young People's Plan</b>	To contribute to consultation on the revised Plan		DP
<b>Meeting date – 18 November 2010</b>			
<b>Service Redesign</b>	To undertake the second session of the inquiry		DP

**Scrutiny Board (Children's Services)  
Work Programme 2010/11**

Item	Description	Notes	Type of item
<b>Meeting date – 16 December 2010</b>			
<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 previously agreed to monitor progress against the priorities in the Plan on a quarterly basis	PM
<b>Improvement Plan</b>	To consider a progress report from the Improvement Board on actions to achieve the Improvement Plan	The Board receives quarterly monitoring reports	PM
<b>Performance Management</b>	Quarter 2 information for 2010/11 (July-Sept)	All Scrutiny Boards receive performance information on a quarterly basis	PM
<b>Recommendation Tracking</b>	This item tracks progress with previous Scrutiny recommendations on a quarterly basis		MSR
<b>Meeting date – 20 January 2011</b>			
<b>Children and Young People's Plan</b>	To consider the draft plan	Subject to confirmation of timing. May be February	DP
<b>Meeting date – 17 February 2011</b>			



**Scrutiny Board (Children's Services)  
Work Programme 2010/11**

Item	Description	Notes	Type of item
<b>Meeting date – 17 March 2011</b>			
<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 previously agreed to monitor progress against the priorities in the Plan on a quarterly basis	PM
<b>Improvement Plan</b>	To consider a progress report from the Improvement Board on actions to achieve the Improvement Plan	The Board receives quarterly monitoring reports	PM
<b>Performance Management</b>	Quarter 3 information for 2010/11 (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>Recommendation Tracking</b>	This item tracks progress with previous Scrutiny recommendations on a quarterly basis		MSR

**Scrutiny Board (Children's Services)  
Work Programme 2010/11**

Item	Description	Notes	Type of item
<b>Meeting date – 21 April 2011</b>			
<b>Fostering</b>	To receive an update on implementation of the Inspection Action Plan, and an evaluation of foster carer recruitment activity	Requested by the Board in September 2010	PM
<b>Annual Report</b>	To agree the Board's contribution to the annual scrutiny report		

Key:

RFS – Request for scrutiny

MSR – Monitoring scrutiny recommendations

RP – Review of existing policy

PM – Performance management

DP – Development of new policy

B – Briefings

**Unscheduled Items**

Young Carers – possible working group

Child poverty – possible basis for second major inquiry

**Scrutiny Board (Children's Services)  
Work Programme 2010/11**

<b>Working Groups</b>			
<b>Working group</b>	<b>Membership</b>	<b>Current position</b>	<b>Dates</b>
<b>Youth Services Commissioning Framework</b>	Councillor Chapman Councillor Hyde Councillor Lamb Councillor Lancaster Councillor Maqsood Professor Gosden Mr Britten Ms Morris-Boam	To comment on the developing proposals  Timetable has slipped from original deadline of September As a result, the Working group has been suspended until a more appropriate time	19 July 19 August
<b>Children's Outdoor Activity Centres</b>	Councillor Chapman Councillor Coulson Councillor Gettings Councillor Lamb Councillor Latty Ms Cox Ms Foote Ms Johnson	To consider the role of Herd Farm, Lineham Farm and Silverdale Holiday Camp	21 September 30 September 13 October 20 October
<b>School Balances</b>	Councillor Chapman Councillor Driver Councillor Selby Professor Gosden Ms Johnson	To consider the management of school balances  First meeting being arranged for November 2010	
<b>Service Redesign visits</b>	Councillor Chapman Councillor Coulson Councillor Gettings Councillor Lamb Councillor Lancaster Councillor Latty Councillor Morgan Mr Granger Ms Johnson	Visits in connection with the Board's major inquiry	Various dates 22 October – 17 November

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**LEEDS CITY COUNCIL**

**FORWARD PLAN OF KEY DECISIONS**

**Extract relating to Scrutiny Board (Children's Services)**

For the period 1 October 2010 to 31 January 2011

<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</b> (To whom representations should be made and email address to send representations to)
Phase 3 Connexions Specialist Services Commissioning Approval to undertake the Phase 3 Connexions Specialist Services Commissioning Process and to place this on the Forward Plan. To approve the award of the Connexions Specialist Services contract to the successful bidding organisation (following the evaluation process) at a value of £1.661 million in total, for 2 years in the first instance with an option to extend the contract for a further 12 months	Chief Officer - Early Years and Integrated Youth Service	1/10/10	Extensive consultation with all key stakeholders has already taken place re this contract	N/A	Chief Officer - Early Years and Integrated Youth Service maz.asghar@leeds.gov.uk

<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</b> (To whom representations should be made and email address to send representations to)
<p>Area Based Grant Reductions</p> <p>To reduce the payments to providers to reflect the reductions in the area based grants where the delegated decision is taken is classified as a key decision under the criteria determined within the Council's Constitution</p>	<p>Director of Children's Services</p>	<p>1/10/10</p>	<p>Executive Members</p>	<p>Report attached to the DDN</p>	<p>Director of Children's Services gerry.hudson@leeds.gov.uk</p>
<p>Contract Variation - Area Based Grant</p> <p>In-year reduction of the value of a contract</p>	<p>Director of Children's Services</p>	<p>1/10/10</p>	<p>n/a</p>	<p>Variation Report</p>	<p>Director of Children's Services gerry.hudson@leeds.gov.uk</p>

<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</b> (To whom representations should be made and email address to send representations to)
Request to invoke the final 12 month extension period to the existing 3(+1 +1) Supporting People contract with GIPSIL for a Supported Living Service for the Young People at Risk and Teenage Parents services to a total contract value of approximately £435,702.45 per annum. Authorisation to the final 12 month extension period to the existing 3(+1 +1) Supporting People contract with GIPSIL for a Supported Living Service for the Young People at Risk and Teenage Parents services to a total contract value of approximately	Director of Environment and Neighbourhoods	1/10/10	n/a	Report to be presented to the Delegated Decision Panel	Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk

<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</b> (To whom representations should be made and email address to send representations to)
Request to invoke the 6 month extension period to the existing 12(+6) month Supporting People contract with Re'new for the Young Persons Floating Support Service and the Teenagers Parents Floating Support Service at a cost of £335,536.61 for the 6 mo Authorisation to invoke the 6 month extension period to the existing 12 (+6) month Supporting People contract with Re'new for the Young Persons Floating Support Service and the Teenagers Parents Floating Support Service at a cost of £335,536.61 for the 6 month period from 22/12/2010 to 21/06/2011.	Director of Environment and Neighbourhoods	1/10/10	n/a	Report to be presented to the Delegated Decision Panel	Director of Environment and Neighbourhoods neil.evans@leeds.gov.uk



<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</b> (To whom representations should be made and email address to send representations to)
Delivering recurrent savings with Children's Services To approve the proposals to deliver recurrent savings within Children's Services	Director of Children's Services	1/10/10	Executive Member and Chief Officers	Report provided with DDN; Business Plan, Financial Plan and Impact Assessment	Director of Children's Services eleanor.brazil@leeds.gov.uk
Action for Children-Broomhill To provide the service currently delivered by Broomhill within the Council.	Director of Children's Services	1/10/10	With the providers at their monthly meeting.	Report attached and previous delegated decision reports	Sarah Sinclair sarah.sinclair@leeds.gov.uk
Report to the September 2010 admissions round No decision required – report for information	Executive Board (portfolio: Children's Services)	13/10/10	n/a	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds viv.buckland@educationleeds.co.uk
Building Schools for the Future - Final Business Case for Mount St Mary's Catholic High School 3 November 2010	Executive Board (Portfolio: Children's Services)	3/11/10	With all interested stakeholders	The report to be issued to the decision maker with the agenda for the meeting	Chief Executive of Education Leeds jackie.green@leeds.gov.uk



## EXECUTIVE BOARD

THURSDAY, 23RD SEPTEMBER, 2010

**PRESENT:** Councillor K Wakefield in the Chair

Councillors A Blackburn, J Blake, A Carter,  
S Golton, P Gruen, R Lewis, T Murray,  
A Ogilvie and L Yeadon

Councillor J Dowson – Non-voting Advisory Member

### 77 **Late Items**

The Chair admitted to the agenda a late item of business entitled, 'Reductions in Funding: Contract, Service Level Agreement and Grant Variations' (Minute No. 80 refers).

Further to a related decision of Executive Board on 25<sup>th</sup> August 2010 (Minute No. 71(b) refers), which had been the subject of a Scrutiny Board (Central and Corporate) call in meeting and subsequent discussions at full Council, it was determined essential that this matter was considered by Executive Board at the earliest opportunity in order to efficiently manage the decisions which needed to be taken in respect of funding reductions, following Government announcements.

### 78 **Declaration of Interests**

Councillor Yeadon declared a personal interest in the item relating to reductions in funding (Minute No. 80 refers), due to being a former employee of, and having close personal connections with employees of Royal Mencap.

Councillor Murray declared a personal interest in the item relating to reductions in funding (Minute No. 80 refers), due to being a Director of IGEN and a personal and prejudicial interest in this item as the Chief Executive of the Learning Partnerships organisation.

Councillor Blake declared a personal and prejudicial interest in the item relating to reductions in funding (Minute No. 80 refers), due to being vice chair of the trustees of the Health For All organisation.

Councillor Wakefield declared a personal and prejudicial interest in the item relating to reductions in funding (Minute No. 80 refers), due to being a member of and having close personal connections with Meanwood Valley Urban Farm.

Councillors Wakefield, Blake, Gruen, R Lewis, Murray, Ogilvie, Yeadon, Dowson, A Carter and Golton all declared personal interests in the item relating to Community Use of Schools Policy (Minute No. 79 refers), due to their respective positions as school governors.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 13th October, 2010

## 79 **Community Use of Schools Policy**

The Interim Director of Children's Services submitted a report regarding the removal of the central subsidy provision for all community use of schools from November 2010, the establishment of a Community Use policy setting maximum charges levied by schools to recommended user groups, outlining revised policies and procedures around safeguarding the access of such groups to school premises and on the establishment of a central 'hardship' grant fund to provide support to users meeting corporate priorities.

This matter had previously been the subject of a delegated decision taken by the Interim Director of Children's Services, which was subsequently called in and considered by Scrutiny Board (Children's Services). The Scrutiny Board recommended that this decision was referred back to the decision taker for reconsideration and submitted to Executive Board for determination.

Officers undertook to provide Executive Board Members with a breakdown of financial balances for individual schools and to keep Members briefed on any matters arising from the policy change. Members referred to the possibility of increasing the £50,000 support fund, should this be required.

### **RESOLVED –**

- (a). That approval be given to the ceasing of the central subsidy on community use of schools from November 2010.
- (b). That approval be given to the establishment of a support fund of £50,000.
- (c). That revised policies and procedures, as set out within section 5 of the submitted report, be approved.
- (d). That an additional grant of £10,000 be provided in order to support supplementary schools, with the administration being carried out by the Head of School Improvement, Education Leeds.
- (e). That the policy, as set out at section 5 of the submitted report, be applied to PFI properties, the lettings of which are administered directly by the Lettings Unit.
- (f). That an update report which provides Board Members with an opportunity to consider and monitor any issues arising from this policy change be submitted to a future meeting of the Board.

(In accordance with Scrutiny Board Procedure Rules, the decisions detailed at (a) to (e) above, being matters which have been the subject of a previous call in, were not eligible for call in on this occasion)

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton required it to be recorded that they had voted against the decisions taken at (a) to (e) above)

## **80 Reductions in Funding: Contract, Service Level Agreement and Grant Variations**

Further to Minute No. 71(b), 25<sup>th</sup> August 2010, a report was submitted by the Interim Director of Children's Services outlining proposals on the management of reductions in expenditure, specifically in respect of payments to internal and external children's services providers, following the in-year reduction in grants received by the Council.

The related decisions taken by Executive Board on 25<sup>th</sup> August 2010 had been the subject of a Scrutiny Board (Central and Corporate) call in meeting and subsequent discussions at full Council, and it was determined essential that this matter was considered by Executive Board at the earliest opportunity in order to efficiently manage the decisions which needed to be taken in respect of funding reductions, following Government announcements.

Officers undertook to provide Executive Board Members with information relating to those organisations with contracts, grants and service level agreements worth £15,000 or less, and offered to report back to the Board should any significant issues arise in terms of individual organisations.

The Board highlighted the scrutiny inquiry currently being undertaken by Scrutiny Board (Children's Services) on the funding arrangements for children's outdoor activity centres, and considered how the findings could be utilised in terms of an individual organisation included within the proposals.

### **RESOLVED –**

- (a). That the schedule of variations to contracts, service level agreements and grants to external providers, as detailed at appendix 1 of the submitted report, be approved.
- (b). That Executive Board request Scrutiny Board (Children's Services) to prioritise the inquiry it is currently undertaking into the funding arrangements for children's outdoor activity centres, with the conclusions from the inquiry being presented to Board Members at the earliest available opportunity.

(Having declared a personal and prejudicial interest in this matter, due to being a member of and having close personal connections with Meanwood Valley Urban Farm, Councillor Wakefield vacated the Chair in favour of Councillor R Lewis and withdrew from the meeting room for the duration of this item)

(Having declared personal and prejudicial interests in this matter, Councillors Murray and Blake withdrew from the meeting room for the duration of this item, due to their respective positions as the Chief Executive of Learning Partnerships and vice chair of the trustees of the Health For All organisation)

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton required it to be recorded that they had voted against the decision taken at (a) above)

**DATE FOR PUBLICATION:** 27<sup>th</sup> September 2010

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 4<sup>th</sup> October 2010 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00noon on 5<sup>th</sup> October 2010)